



**GLADSTONE CITY COUNCIL MEETING  
CIVIC CENTER COUNCIL CHAMBERS  
August 8, 2023 – 6:30 PM**

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**6:30 p.m. - CALL TO ORDER**

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/89425358873?pwd=ZUdWc29sSnZzZEJnaGphSUdsSXordz09>

Passcode: 533260

Or One tap mobile :

+12532158782,,89425358873#,,,,\*533260# US (Tacoma); +13462487799,,89425358873#,,,,\*533260# US (Houston)

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 253 215 8782 US (Tacoma); +1 346 248 7799 US (Houston)

Webinar ID: 894 2535 8873

Passcode: 533260

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](mailto:bannick@ci.gladstone.or.us) prior to 12:00 p.m. (noon) on August 8, 2023. Individuals attending in person may submit a speaker card to the City Recorder prior to the beginning of the meeting. Comments are limited to three (3) minutes.

The City Council will also have *Gladstone City Event Announcements* during the meeting and *Business from the Audience* at the end of the meeting. To speak during either time, (virtually or in person) please email [bannick@ci.gladstone.or.us](mailto:bannick@ci.gladstone.or.us) prior to 12:00 p.m. (noon) on August 8, 2023 with your name, topic of discussion and city of residence. Individuals attending in person may submit a speaker card to the City Recorder prior to the beginning of the meeting. Comments are limited to three (3) minutes.

**ROLL CALL**

**FLAG SALUTE**

**AGENDA ADDITIONS OR CORRECTIONS**

**CONSENT AGENDA:**

1. Approval of July 11, 2023 Regular Minutes
2. Approval of June Bank Balances
3. Budget Report for Period ending 06-30-2023
4. Approval of June Check Register
5. Legal Costs on Projects for June
6. Department Head Monthly Reports for July 2023
7. Consider approval of a grant from Oregon Impact/Oregon Department of Transportation in the amount of \$36,000 for high visibility enforcement in the Gladstone Police Department.

**CORRESPONDENCE: None**

- 8. REPORT – CLACKAMAS FIRE DISTRICT UPDATE** – Assistant Fire Chief Brian Stewart and Fire Marshal Shawn Olson
- 9. RECOGNITION-** Seventh Day Adventist Gladstone Park Conference Center Community Day of Giving – (no attachments)
- 10. INTRODUCTION:** Introduction of Economic Development/Tourism Coordinator Marci Jory – (no attachments)
- 11. GLADSTONE CITY EVENT ANNOUNCEMENTS**  
This is an opportunity for members of the audience to bring to the Council’s attention any upcoming city events otherwise not 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.

**REGULAR AGENDA:**

- 12. PUBLIC HEARING: RESOLUTION 1223 - GLADSTONE DISPOSAL COMPANY SOLID WASTE RATES**  
Consider approval of Resolution 1223 – a resolution amending Exhibit “A” of Resolution 1202, revising the Solid Waste Rate Structure Schedule for Gladstone Disposal Company
- 13. ORDINANCE 1523 – AMENDING GLADSTONE MUNICIPAL CODE (GMC) CHAPTER 6.08 – ANIMALS, TO EXCLUDE ROOSTERS IN CITY LIMITS**  
Consider approving Ordinance 1523 – an Ordinance amending GMC Chapter 6.08 – Animals, to exclude Roosters in City limits
- 14. APPOINTMENT TO BOARDS, COMMISSION AND COMMITTEES**
  - a) Audit Committee – one application received for three vacant positions
- 15. REVIEW DRAFT REVISIONS TO THE CITY COUNCIL RULES**  
The City Council will review a final draft of the City Council Rules to conform to the new City Charter before bringing them back to adopt via resolution.

**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 –**

**ADJOURN**

**Upcoming Meeting Dates:**

- August 22, 2023 – No Work Session- Break for Summer

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**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 known 48 hours preceding the meeting by contacting the City Recorder at [bannick@ci.gladstone.or.us](mailto: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 JULY 11, 2023**

Meeting was called to order by Mayor Milch at 6:32 P.M. – (Via Zoom and In Person)

### **ROLL CALL:**

Mayor Michael Milch, Councilor Alexander, Councilor Garlington, Councilor Huckaby, Councilor Reichle, Councilor Roberts, Councilor Cook

### **ABSENT:**

None

### **STAFF:**

Jacque Betz, City Administrator; Tami Bannick, City Recorder; Cathy Brucker, Finance Consultant; Darren Caniparoli, Public Works Director; John Schmerber, Police Chief; Chad Jacobs, City Attorney

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Mayor Milch called the meeting to order. He 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. He went over the procedures that will be followed for the meeting and the meeting agenda. He said that public announcements will be at the beginning of each meeting and public comments will still be at the end.

He said they acknowledge the Clackamas, Chinook, and Kalapuya native peoples on whose ancestral homelands they gather tonight. We honor them as a vibrant, foundational, and an integral part of our community. We recognize their accomplishments as the native stewards of these lands, as well as the diverse and vibrant native communities who make their home here today. We thank those who have connection to this land and serve as stewards, working to ensure our ecosystem stays balanced and healthy. He said without a full representation of everyone's experience we will never be able to design and develop a better future.

### **AGENDA ADDITIONS OR CORRECTIONS:**

None.

### **CONSENT AGENDA:**

1. Approval of June 13, 2023 Regular Meeting Minutes
2. Approval of May Bank Balances
3. Budget Report for Period ending 5-31-2023
4. Approval of May Check Register
5. Legal Costs on Projects for May
6. Department Head Monthly Reports for June 2023
7. Consider Approval of a Personal Services Agreement between the City of Gladstone and Amy Lindgren for Municipal Judge Services
8. Approval of Resolution 1219 – Authorizing the City Administrator to sign an Intergovernmental Agreement (IGA) for Lending Personnel within Clackamas County when personnel are unable to get to a normal reporting location.

*Councilor Huckaby made a motion to approve the Consent Agenda. Motion was seconded by Councilor Alexander.*

*Councilor Garlington asked to pull item #7. She asked if we needed the additional agreement with the Judge in here because she oversees other jurisdictions. Ms. Betz said that is a separate agreement.*

*Councilor Alexander made a motion to approve item #7. Motion was seconded by Councilor Roberts. Ms. Bannick took a roll call vote: Councilor Alexander – yes. Councilor Reichle – yes. Councilor Cook – yes. Councilor Roberts – yes. Councilor Garlington – yes. Councilor Huckaby – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

*Ms. Bannick took a roll call vote on the initial motion to approve the Consent Agenda: Councilor Reichle – yes. Councilor Cook – yes. Councilor Roberts – yes. Councilor Garlington – yes.*

*Councilor Huckaby – yes. Councilor Alexander – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**CORRESPONDENCE:**

None.

**9. REPORT FROM CLACKAMAS FIRE DISTRICT #1:**

Assistant Fire Chief Brian Stewart gave a report. He thanked everyone for a great Fourth of July, especially Police Chief Schmerber and all the volunteers. They had a great time.

Tonight they are deploying a task force to the Condon area. They are staffing and preparing for fire season.

Last night they responded to a fire in the 400 block of Arlington – they were on scene within three minutes of being dispatched. The first 24 firefighters were there within nine minutes. It was an exterior fire at an office building. The crews did a great job.

He said in regard to Consent Agenda item #8 – they have the same type arrangement with personnel when they can't get to their regular reporting location.

**10. PRESENTATION – CLACKAMAS RIVER BASIN COUNCIL:**

Eric Butler, Riparian Specialist, gave a Power Point presentation. They are one of Oregon's Watershed Councils that were enacted under the 1996 Oregon Plan for salmon recovery. They are here to foster partnerships for clean water, to improve fish and wildlife habitat and the quality of life for everyone who lives, works, and recreates in the watershed. Approximately 60% of the land area of Gladstone is within the Clackamas watershed.

He gave background information regarding their projects. The Clackamas River provides drinking water for over 300,000 households in the Portland Metro area. He went over the reasons why they decided to do a restoration project at Cross Park. Their vision was to do approximately 2.1 acres of riparian habitat restoration. They also did a series of volunteer projects and a "Stash the Trash" program. The amount of trash they pull out of the river has steadily declined. He went over the projects they have participated in since April of 2022 (weed pulling, clean-ups, planting, etc.). Next steps – they have a work party coming up on August 5<sup>th</sup> from 9-11 A.M. They will be mulching plants and weeding. Contractor maintenance will continue for the next two to three years, as funding allows. They are hoping to get more funding in the future to put up an interpretive sign that goes over the history of the project/park.

He thanked all the partners involved.

Councilor Reichle thanked Mr. Butler for his time. She said the Parks and Rec Board is very interested in partnering with them to grow this program in the community. Councilor Garlington asked where they ask people to put the trash once they collect it – Mr. Butler said they can take it home or drop the bags in City-provided receptacles. Councilor Cook asked how long they have funding established for maintenance of the plants and what is required of Public Works once that funding is not available. Mr. Butler said they can cover spray work for the rest of this year and through next year, and most likely into year three. Typically three years of treatments is pretty effective at getting the plants established.

**11. GLADSTONE CITY EVENT ANNOUNCEMENTS:**

Bob Everett, Gladstone/Oak Lodge Rotary Club, said they will try to get some volunteers to help out with the Cross Park project.

He said the Community Festival will be held on August 4<sup>th</sup> (starting at noon) and 5<sup>th</sup>. They are working hard to get everything lined up. They will have a larger beer garden with bingo, stage entertainment, etc. Information is available on the City's website/newsletter. The Kiwanis are having a pancake breakfast on Saturday morning before the parade. There is a car show on Sunday as well. They are looking for volunteers to help break everything down on Saturday night, the dunk tank, etc. You can sign up at Gladstonecommunityfestival.com. He thanked everyone who volunteers, as well as everyone with the City departments.

**REGULAR AGENDA**

**12. INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF GLADSTONE AND OAK LODGE WATER SERVICES RELATING TO PROVISION OF DOMESTIC WATER, WASTEWATER, AND STORMWATER SERVICES :**

Ms. Betz said they had a work session to discuss this on May 23<sup>rd</sup>.

Oak Lodge Water Services (OLWS) and Gladstone have adjacent and overlapping territorial boundaries. Within those boundaries, each entity operates a water and a wastewater collection system and manages stormwater. Territorial boundaries and utility systems have evolved over time, and OLWS and Gladstone have generally worked together to build their utility systems in an efficient manner throughout their combined territories. As a result, portions of Gladstone's water utility system serve customers located within OLWS's territorial jurisdiction, and portions of OLWS's water utility system serve customers located within Gladstone's territorial jurisdiction. The wastewater collection systems of each entity are interconnected, with the vast majority of wastewater in these areas flowing to OLWS's treatment plant (those areas not flowing to OLWS flow to WES). For stormwater, Gladstone has the primary responsibility for managing stormwater run-off from the rights-of-way it controls, whereas Clackamas County ("County") has the primary responsibility for managing stormwater run-off from the rights-of-way in OLWS's territory outside of Gladstone's boundary. However, OLWS helps the County manage some stormwater facilities, and portions of each stormwater system lie within the boundaries of the other entity. As part of their efforts to develop and coordinate their utility systems, OLWS's predecessors and Gladstone have entered into at least six different intergovernmental agreements, originating from the 1970's, which themselves have been amended. Some of these agreements have broadly outlined each entity's roles and responsibilities, while others have addressed the provision of utility services to specific customers. However, it has become clear to the entities' professional staff that the previous IGAs no longer adequately capture the full relationship between the two entities. For many of the previous IGAs, the language is vague, leaving staff from both entities with many questions regarding the intent of those IGAs, or requiring lots of interpretation that may change over time. The consolidation of the Oak Lodge Water District with the Oak Lodge Sanitary District, and now the conversion of that consolidated district to the Oak



Lodge Water Services Authority, has created an opportunity for OLWS and Gladstone to revisit their relationship on a comprehensive basis. Staff and attorneys from each entity have been meeting periodically over the past several years to discuss the details of a new IGA that would combine many of the provisions of the previous IGA's into one place, update those provisions to match current business practices, and allow the entities to coordinate their utility systems on an even stronger basis going forward. Those efforts resulted in this IGA. She went over the highlights of the agreement and the exhibits. (All the information is included in the packets and available online). They are proposing a 40-year term for the agreement.

Mr. Caniparoli went over the maps/streets that are effected. Ms. Brucker said the four exception properties have Oak Lodge Water Services water meters/water lines and will be billed directly by them. They are also on City sewer collection lines, so they will be billed for that, including the City's collection costs, plus the Oak Lodge pass-through costs. The City will also bill them for the stormwater charges.

Staff recommends that the City Council approve the IGA.

Councilor Garlington asked what was included in the fixes from the I&I (\$707,525) on page 12-3, Section 6. Ms. Betz said that is the original amount that they agreed to in capital projects and was approved in the biennial budget. Ms. Brucker clarified that this amount was the Oak Lodge portion. Councilor Alexander asked if the old IGA's would be null and void and we are starting a new one. Ms. Betz said yes, they consolidated all the IGA's since 1970 and this will become the new master IGA for a 40-year term.

*Councilor Alexander made a motion to approve a new Intergovernmental Agreement (IGA) between the City of Gladstone and Oak Lodge Water Services relating to Water, Wastewater, and Stormwater. Motion was seconded by Councilors Huckaby and Roberts. Ms. Bannick took a roll call vote: Councilor Cook – yes. Councilor Roberts – yes. Councilor Garlington – yes. Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**13. RESOLUTION 1220 – UPDATING THE MASTER FEE SCHEDULE AND REPEALING RESOLUTION 1214 – RATE CHANGES FOR COMMUNITY CENTER RENTALS, UTILITY RATES, PLANNING FEES, PUBLIC RECORDS REQUESTS FOR POLICY BODY CAMERA FOOTAGE, AND SYSTEM DEVELOPMENT CHARGES (SDC'S):**

Ms. Brucker said that they do the annual increases on July 1<sup>st</sup> and January 1<sup>st</sup>. She went over the increases pertaining to Water Environment Services (WES), Oak Lodge Water Services Sewer Charge, and North Clackamas County Water Commission (NCCWC). They have also updated the low-income levels for residents who qualify. The City will be increasing the utility fees as of July 1<sup>st</sup> by 4% for water, sewer, and storm, so they also kept the SDC fees at 4% as well. The Police Department will follow Clackamas County's format to include collection of fees for public records requests for body-worn camera footage. They will also increase fees for local history printouts and address records prints due to increased staff time and material costs. The rental rates at the Gladstone Community Center will be increased due to additional rentals of the halls and to meet the needs of increased building monitoring hours, inflation, and additional janitorial services. Technical Plan Review/Development Engineering fees were increased in January 2023, and language was added to the Master Fee Schedule to clarify the intent of those costs. The City also discontinued the contract with Clackamas County for Planning Services in January 2023 and adopted a slate of planning fees for in-house administration/collection – they are increasing/adding fees based on staff time and material costs.

There was discussion regarding SDC's. The fees are based on specific methodology and are being kept in line with other increases.

Councilor Cook asked for clarification regarding the increments on page 13-8, Planning staff review. Ms. Austin said the intent was for it to be the first 15 minutes are free and after that it's billed in a 30-minute increment. Councilor Cook asked about page 13-11, SDC's, under water for a 4-inch meter she noticed that this was the only line where the change was a reduction in cost. Ms. Brucker will look at that – it should be an increase of 4% to the \$157.07.

Councilor Garlington asked about page 13-1 – she asked what a local history printout and address record print were. Chief Schmerber said they are related to background history checks. Councilor Garlington asked about page 13-11, street opening permit fee – she asked if \$100 was enough. Mr. Caniparoli said it is to extend the permit – it gives a 90-day extension and typically that is only given to large companies like PGE, NW Natural, etc. Councilor Garlington asked about page 13-11, if the meters would still be the same size – Ms. Brucker confirmed that they would be the same throughout – just the price is changing.

Councilor Alexander asked if there was a fee for public records requests prior to this. Chief Schmerber said this is a new fee associated with the process of obtaining body-cam footage. It covers the staff time involved. Councilor Alexander asked if there was a waiver if the person requesting the records is low-income – Ms. Betz said the City does not have a waiver form/process, but their policy is if they can get it within 15 minutes it is free.

Councilor Huckaby asked who the Police Department is running background checks for – Chief Schmerber said the checks are not in-depth and there has to be a legitimate reason. Councilor Huckaby asked about the costs involved for the body-cam footage. Chief Schmerber said they followed Clackamas County's fees.

*Councilor Garlington made a motion to approve Resolution 1220, a Resolution repealing Resolution 1214 and adopting a new revised Master Fee Schedule that includes clarification to planning staff review fee, meter sizes correction and line 191 corrected to \$156,735. Motion was seconded by Councilor Alexander. Ms. Bannick took a roll call vote: Councilor Roberts – yes. Councilor Garlington – yes. Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Cook – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**14. PUBLIC HEARING – ORDINANCE 1522 – AMENDING GLADSTONE MUNICIPAL CODE (GMC) CHAPTER 17.14 – MR – MULTI-HOUSEHOLD RESIDENTIAL ZONING DISTRICT TO BE “ALLOWED OUTRIGHT” AND REVIEWED UNDER THE EXISTING CLEAR AND OBJECTIVE STANDARDS APPLICAPABLE TO DEPLEXES AND MULTI-FAMILY:**

Mayor Milch opened the public hearing.

He went over the procedure that will be followed. Any interested person may present testimony concerning the proposed amendments. The public hearing is your opportunity to comment on the proposal before the City makes a decision. They want to hear what you have to say and your point of view. Help them to understand why you've drawn your conclusion and how it relates to the proposal. Public testimony for this hearing will be called for in three groups (testimony in favor of the proposal, testimony opposed to the proposal, and neutral testimony). If you wish to speak, please fill out one of the testimony forms and submit it to the City Recorder. He will recognize those persons wishing to speak and any questions should be addressed through him. When you testify, please state your name and the city of residence. He gave instructions for those watching via Zoom or on the telephone.

He asked the Councilors if any of them were planning to abstain from this matter or if they needed to declare any conflict of interest. None did.

Ms. Austin went over the staff report. The Planning Commission reviewed the proposed text amendments at a public hearing on June 20, 2023 and recommended approval to the City Council. The proposed updates clarify and simplify the review process and dimensional standards for all middle housing and multi-household residential developments and prohibit the new single-family detached residential developments in the City's highest density zoning district. The proposal includes changes to Chapter 17.14 of the Development Code. There are two types of changes. One is to what is permitted and not permitted to do in the zone and the other is to dimensional standards for those uses. They are proposing a change of use from conditional use for other middle housing outside of duplex and changing single-family detached from being conditionally allowed to being no longer allowed if constructed after the adoption of this ordinance. She went over the proposed changes to dimensional standards and minimum densities.

The proposed changes meet the City's policy initiatives and strategic goals related to housing. Staff joins the Planning Commission in the recommendation for approval of the proposal.

Councilor Alexander asked if ADU's fall under this – they do not.

Councilor Cook asked where the MR zone is – Ms. Austin said it includes everything behind the auto dealerships on the west side of McLoughlin Boulevard, and on the east side of McLoughlin Boulevard it's behind the commercial zoning north of Hereford. There is another pocket on the west side of Webster Road, just north of Cason.

Councilor Garlington asked why make a townhouse lower than the 1,500 that is standard. Ms. Austin said 1,500 is our R-5 standard, so that is middle density housing type zone – this is our high-density zone, so they want to encourage more units to be developed in this area to provide potentially lower price points to support work force housing. Councilor Garlington asked if a 1,200 sq. ft. lot would allow for a garage facility or off-street parking – Ms. Austin said it could be a multi-layer structure. Councilor Roberts asked about page 14-8, Section 1, dimensional standards – are the set-backs growing and not being removed? Ms. Austin said they are striking the cottage standard set-backs in that location because they are addressed in the table, so the table would apply to cottage clusters. Councilor Roberts had a question about page 14-5, Section 5, swimming pools – is there a fence requirement? Ms. Austin said they do not require it in the Development Code because it is required by the Building Code.

**PUBLIC TESTIMONY:**

None.

*Councilor Roberts made a motion to close the public testimony. Motion was seconded by Councilor Alexander. Ms. Bannick took a role call vote: Councilor Garlington – yes. Councilor Roberts – yes. Councilor Cook – yes. Councilor Reichle – yes. Councilor Alexander – yes. Councilor Huckaby – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**Discussion:**

Councilor Garlington pointed out that parking is still a problem. Ms. Austin said they did not address any parking minimums or changes in these code changes. The standard of one parking space per dwelling unit continues.

Councilor Alexander asked why they are doing this. Ms. Austin explained they are bringing the MR zoning district into alignment with the City's/Housing Needs Analysis' goals to reduce barriers to workforce housing, particularly in the higher density zoning district, and bringing the zoning code up to date with State regulations to provide a clear and objective pathway for reviewing all residential type, and to make sure they are providing opportunity for housing development in the City.

*Councilor Garlington made a motion to amend the 1,200 square foot average minimum per lot for townhouses in Section 17.14.050, page 14-6, back to 1,500 square feet. Motion was seconded by Councilor Roberts.*

Discussion: Councilor Roberts asked for input from Ms. Austin. She said that 1,200 sq. ft. is an industry standard for that type of development in a higher density zoning district, whereas 1,500 sq. ft. is a more medium density type development for townhouses. It doesn't mean that it's all going to be 1,200 sq. ft. lots – it could still be 1,500 sq. ft. lots if that's what makes sense for that area/financing/market trends. It's a *minimum*. It provides more options. There was further discussion and review of the zoning map.

*Ms. Bannick took a roll call vote: Councilor Huckaby – no. Councilor Alexander – no. Councilor Reichle – no. Councilor Cook – no. Councilor Roberts – no. Councilor Garlington – yes. Mayor Milch – no. Motion failed (6-1).*

*Councilor Huckaby made a motion to approve Ordinance 1522, approving text amendments to the Gladstone Municipal Code (GMC), Chapter 17.14 (MR – Multi-Household Residential District), City file TXT-23-01. Motion was seconded by Councilor Roberts. Ms. Bannick took a roll call vote: Councilor Alexander – yes. Councilor Huckaby – yes. Councilor Garlington – yes. Councilor Roberts – yes. Councilor Cook – yes. Councilor Reichle – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**15. RESOLUTION 1221 – SUBMITTING TO REGISTERED VOTERS OF THE CITY A CONTINUED LOCAL OPTION TAX AT A RATE OF \$0.68 PER \$1,000 ASSESSED VALUE ANNUALLY FOR FIVE YEARS TO PROVIDE POLICE SERVICES:**

Ms. Betz said they discussed the levies at the last work session and during the budget process. Both will expire in 2024. At the work session there was a consensus from the Council to move forward in bringing back a resolution as the next step, then submit them to the registered voters of the City.

Mr. Jacobs went over Page 15-2. He said they need to have some language after the question which notifies the voters that “*the measure renews current local option taxes*” (Section 1 of the Resolution and again in Section 4 where the question is repeated). He proposed a motion that will amend the full resolution accordingly.

*Councilor Roberts made a motion to adopt Resolution 1221, a Resolution submitting to the registered voters of the City a continued local option tax at a rate of \$.68/\$1,000 assessed value annually for five years to provide police services, with the addition in Sections 1 and 4 as provided pursuant to ORS 280.070. Motion was seconded by Councilor Alexander. Ms. Bannick took a roll call vote: Councilor Reichle – yes. Councilor Alexander – yes. Councilor Huckaby – yes. Councilor Cook – yes. Councilor Roberts – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**16. RESOLUTION 1222 – SUBMITTING TO REGISTERED VOTERS OF THE CITY A CONTINUED LOCAL OPTION TAX AT A RATE OF \$0.31 PER \$1,000 ASSESSED VALUE ANNUALLY FOR FIVE YEARS TO PROVIDE FIRE AND EMERGENCY SERVICES:**

Ms. Betz said this pertains to Fire and Emergency Services. It will need to be amended as well. Councilor Garlington wanted everyone to know that this says it funds approximately 18% of the total Fire/Emergency Services budget; the rest comes out of the general fund.

*Councilor Roberts made a motion to adopt Resolution 1222, a Resolution submitting to the registered voters of the City a continued local option tax at a rate of \$.31/\$1,000 assessed value annually for five years to provide fire and emergency medical services, with the addition in Sections 1 and 4 as provided pursuant to ORS 280.070. Motion was seconded by Councilor Reichle. Ms. Bannick took a roll call vote: Councilor Cook – yes. Councilor Reichle – yes. Councilor Alexander – yes. Councilor Huckaby – yes. Councilor Garlington – yes. Councilor Roberts – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**17. INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CLACKAMAS COUNTY JUVENILE DEPARTMENT AND THE CITY OF GLADSTONE FOR JUVENILE DIVERSION PROGRAM:**

Chief Schmerber went over the staff report.

Since 2019, The City of Gladstone Police Department has collaborated with the Clackamas County Juvenile Department, who originally contracted with Parrot Creek for diversionary programs for our youth. In 2020, the Juvenile Department partnered with Latino Network utilizing the Restoring Individuals, Communities, and Hope (RICH) Diversion Program. The RICH Diversion Program provides community-based interventions for all Clackamas County youth who have committed low-level first offenses and are generally at low risk to reoffend. The program utilizes restorative justice values and principles where youth are held accountable to their victims and community. Access to the RICH Program is determined by the Clackamas County Juvenile Department. If the offense committed by the youth is minor and a first offense, the Juvenile Department will refer the case over to the RICH Program. The program coordinator will contact parents inquiring about the youth's participation in the program and if agreed, all parties enter into an agreement. Providing our youth the opportunity to learn from their mistakes through intervention to make better choices in the future is a philosophy the Gladstone Police Department believes in. Additionally, it allows the Clackamas County Juvenile Department to focus on youth who have a medium to high risk to reoffend. Data received from Latino Network shows that since 2021, the Clackamas County Juvenile Department referred 42 Gladstone cases over to the RICH Diversion Program. Twenty-nine of the forty-two cases met the diversion criteria and participated in RICH. The RICH Diversion Program is recognized as an integral resource to the juvenile justice system and community as a whole.

The Clackamas County Juvenile Department is asking all cities to help subsidize the referral costs. The suggested contribution for the City of Gladstone is \$2,500 and is based on the size of the city.

The work being conducted by Latino Network is well worth the investment to intervene early with our youth for the purpose of helping develop good strong community members. The cost is already included in the budget.

Councilor Reichle asked for statistical information – Chief Schmerber will forward the information to Ms. Betz who can then forward it on.

Mayor Milch pointed out that this program applies to ALL youth in Clackamas County. Councilor Huckaby asked if there is an overlap in these programs (Latino Network/Juvenile Department/Gladstone P.D./School District {SBIRT}). Chief Schmerber said they don't see any overlap. He said the P.D. would be dealing more with criminal offenses that are outside the school system.

Councilor Garlington asked if the \$2,500 is for one year and there would still be enough money to fund it for another year – that is correct. They budgeted \$5,000 for the biennium.

Councilor Roberts said on 17-5, under the Chief's contact information, the address listed is incorrect.

*Councilor Alexander made a motion to continue support of the RICH Diversion Program and that the City enter into an Intergovernmental Agreement (IGA) between Clackamas County Juvenile Department and the City of Gladstone effective July 1, 2023 through June 30, 2024. Motion was seconded by Councilor Huckaby. Ms. Bannick took a roll call vote: Councilor Roberts – yes. Councilor Cook - yes. Councilor Reichle – yes. Councilor Alexander – yes. Councilor Huckaby – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**BUSINESS CARRIED FORWARD:**

None.

**BUSINESS FROM THE AUDIENCE:**

John Kihlstrom said after reviewing the GMC he noted that some of them are not gender neutral – he suggested that be amended. As a first time attendee at the Fourth of July festival he thought it was fantastic and fun.

**BUSINESS FROM THE COUNCIL:**

**Councilor Huckaby:**

She said she enjoyed the picnic.

**Councilor Reichle:**

She said that the Parks and Rec Board met last night and got some updates. They went over the results of the survey regarding the playground at Meldrum Bar Park – Option B was selected. They are expecting installation sometime this fall. At the same time the swings at Robin Hood Park will go in. The SDA project for the dog park at Meldrum Bar has been postponed until next year. Instead, they will help with painting/repair of some shelters. Michelle from the Community Center attended to discuss their new “Music on the Greens” event which will be held on Friday, August 11<sup>th</sup>.

She also enjoyed the barbeque.

**Councilor Cook:**

They enjoyed the picnic as well and thanked the Police and Fire Departments and all the volunteers. They added their name to the list of volunteers for the Community Festival at the “inflatables”. They encouraged everyone to volunteer.

**Councilor Roberts:**

He attended the NCCWC quarterly meeting last month. The work that Public Works has done on the leaking mains has been a substantial change for the wastewater, so they have seen a lot of money recouped in that. Oak Lodge has been working on the same thing.

**Councilor Garlington:**

She thanked everyone for their work on the Fourth of July barbeque. She hopes to see a lot of people at the Community Festival this year. She encouraged everyone to volunteer.

She thanked the staff from the Community Center for including the photos of the Center.

**Mayor Milch:**

He and his family enjoyed the picnic as well. He thanked everyone involved.

At the last work session they discussed possible expenditures of some additional ARPA funds and certain kinds of community services were brought up. During a work session on August 23<sup>rd</sup> of last year there were presentations by the Director of the Clackamas Work Force Partnership regarding childcare in Clackamas County. He encouraged everyone to watch the meeting because there is good information if they intend to move forward in trying to expand those kinds of services in the community. He said that Gladstone wants to be involved in things that improve the lives of its citizens and our City within the region.

Mayor Milch asked for a motion to adjourn the meeting.

**ADJOURN:**

*Councilor Reichle made a motion to adjourn the meeting. Motion was seconded by Councilor Roberts. Ms. Bannick took a roll call vote: Councilor Garlington – yes. Councilor Roberts – yes. Councilor Cook – yes. Councilor Reichle – yes. Councilor Alexander – yes. Councilor Huckaby – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

Meeting was adjourned at 8:49 P.M.

Approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

ATTEST:

\_\_\_\_\_  
Michael Milch, Mayor

\_\_\_\_\_  
Tami Bannick, City Recorder





<b>BANK BALANCES</b>						
Month Ending Balance						
<b>Bank</b>	<b>July 2022</b>	<b>August 2022</b>	<b>September 2022</b>	<b>October 2022</b>	<b>November 2022</b>	<b>December 2022</b>
<b>LGIP -City Of Gladstone #4472</b>	\$ 22,697,073.96	\$ 24,578,837.64	\$ 23,532,324.71	\$ 22,765,219.76	\$ 26,960,566.40	\$ 27,636,333.77
<b>LGIP - Urban Renewal Agency #4650</b>	2,293,904.57	2,088,277.26	2,063,083.14	2,071,859.92	2,872,044.81	3,053,676.42
<b>Checking Accounts:</b>						
<b>General Fund</b>	529,506.05	244,390.81	239,693.07	226,284.00	71,617.02	295,093.94
<b>Urban Renewal</b>	530,928.01	22,279.25	22,279.35	22,279.44	22,279.53	14,161.23
<b>Municipal Court</b>	42,419.76	41,658.48	36,498.39	31,607.63	28,242.40	33,676.14
<b>Totals</b>	<b>\$ 26,093,832.35</b>	<b>\$ 26,975,443.44</b>	<b>\$ 25,893,878.66</b>	<b>\$ 25,117,250.75</b>	<b>\$ 29,954,750.16</b>	<b>\$ 31,032,941.50</b>
<b>Bank</b>	<b>January 2023</b>	<b>February 2023</b>	<b>March 2023</b>	<b>April 2023</b>	<b>May 2023</b>	<b>June 2023</b>
<b>LGIP -City Of Gladstone #4472</b>	\$ 27,103,072.06	\$ 27,441,564.08	\$ 27,944,303.62	\$ 27,021,990.44	\$ 26,787,288.89	\$ 26,361,039.48
<b>LGIP - Urban Renewal Agency #4650</b>	3,026,631.40	3,044,090.09	3,046,134.87	3,063,034.68	2,916,961.56	2,951,568.67
<b>Checking Accounts:</b>						
<b>General Fund</b>	263,332.98	173,516.25	207,235.93	110,066.38	124,582.19	174,984.73
<b>Urban Renewal</b>	64,161.30	34,204.82	34,204.96	34,205.10	34,288.41	33,759.03
<b>Municipal Court</b>	31,584.02	28,643.23	42,541.28	61,942.84	39,066.22	36,661.15
<b>Totals</b>	<b>\$ 30,488,781.76</b>	<b>\$ 30,722,018.47</b>	<b>\$ 31,274,420.66</b>	<b>\$ 30,291,239.44</b>	<b>\$ 29,902,187.27</b>	<b>\$ 29,558,013.06</b>







City of Gladstone

# Budget Report

## Account Summary

For Fiscal: 2022-2023 Period Ending: 06/30/2023

Revenue	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 100 - GENERAL FUND</b>								
<b>Department: 000 - UNDESIGNATED / NON DEPARTMENTAL</b>								
<b>RptType: 3000 - BEG FUND BAL</b>								
<u>100-000-309999</u> BEGINNING FUND BALANCE	4,850,000.00	4,850,000.00	0.00	0.00	0.00	0.00	-4,850,000.00	0.00 %
<b>RptType: 3000 - BEG FUND BAL Total:</b>	<b>4,850,000.00</b>	<b>4,850,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-4,850,000.00</b>	<b>0.00 %</b>
<b>RptType: 3100 - LOCAL TAXES</b>								
<u>100-000-310010</u> CURRENT YEAR TAXES	9,300,726.00	9,300,726.00	4,583,300.53	108,149.81	4,735,190.33	9,318,490.86	17,764.86	100.19 %
<u>100-000-310050</u> PRIOR YEAR TAXES	90,000.00	90,000.00	38,392.58	3,293.88	51,725.48	90,118.06	118.06	100.13 %
<u>100-000-314045</u> TRANSIENT LODGING TAX	250,000.00	250,000.00	161,568.24	3,373.45	139,816.02	301,384.26	51,384.26	120.55 %
<b>RptType: 3100 - LOCAL TAXES Total:</b>	<b>9,640,726.00</b>	<b>9,640,726.00</b>	<b>4,783,261.35</b>	<b>114,817.14</b>	<b>4,926,731.83</b>	<b>9,709,993.18</b>	<b>69,267.18</b>	<b>100.72 %</b>
<b>RptType: 3110 - STATE SHARED TAXES</b>								
<u>100-000-310170</u> STATE REVENUE SHARING	260,000.00	260,000.00	145,537.67	0.00	115,508.71	261,046.38	1,046.38	100.40 %
<u>100-000-311010</u> ALCOHOL TAX REVENUE	451,282.00	451,282.00	225,061.16	17,960.65	199,005.87	424,067.03	-27,214.97	93.97 %
<u>100-000-311015</u> MARIJUANA TAX	55,221.00	55,221.00	43,376.05	0.00	21,617.40	64,993.45	9,772.45	117.70 %
<u>100-000-311020</u> CIGARETTE TAX REVENUE	17,800.00	17,800.00	9,896.18	1,311.27	8,104.05	18,000.23	200.23	101.12 %
<b>RptType: 3110 - STATE SHARED TAXES Total:</b>	<b>784,303.00</b>	<b>784,303.00</b>	<b>423,871.06</b>	<b>19,271.92</b>	<b>344,236.03</b>	<b>768,107.09</b>	<b>-16,195.91</b>	<b>97.93 %</b>
<b>RptType: 3120 - RIGHT OF WAY FEES</b>								
<u>100-000-312010</u> GLADSTONE DISPOSAL FRANCHISE FEE	250,000.00	250,000.00	121,293.22	0.00	98,763.79	220,057.01	-29,942.99	88.02 %
<u>100-000-312025</u> PGE FRANCHISE FEES	800,000.00	800,000.00	434,901.64	0.00	462,355.76	897,257.40	97,257.40	112.16 %
<u>100-000-312030</u> NW NATURAL GAS FRANCHISE FEE	227,000.00	227,000.00	129,677.43	0.00	130,787.94	260,465.37	33,465.37	114.74 %
<u>100-000-312040</u> COMCAST CABLE TV FRANCHISE FE	276,000.00	276,000.00	145,973.30	0.00	106,001.30	251,974.60	-24,025.40	91.30 %
<b>RptType: 3120 - RIGHT OF WAY FEES Total:</b>	<b>1,553,000.00</b>	<b>1,553,000.00</b>	<b>831,845.59</b>	<b>0.00</b>	<b>797,908.79</b>	<b>1,629,754.38</b>	<b>76,754.38</b>	<b>104.94 %</b>
<b>RptType: 3130 - LICENSES AND PERMITS</b>								
<u>100-000-313010</u> BUSINESS LICENSE FEES	135,000.00	135,000.00	80,280.00	1,065.00	91,820.00	172,100.00	37,100.00	127.48 %
<u>100-000-313015</u> LIQUOR LICENSE RENEWALS	1,500.00	1,500.00	805.00	0.00	745.00	1,550.00	50.00	103.33 %
<u>100-000-313020</u> ALARM PERMITS	13,000.00	13,000.00	9,515.00	591.00	10,741.00	20,256.00	7,256.00	155.82 %
<u>100-000-313025</u> PARKING PERMITS	500,000.00	500,000.00	115,012.00	12,064.00	92,480.00	207,492.00	-292,508.00	41.50 %
<b>RptType: 3130 - LICENSES AND PERMITS Total:</b>	<b>649,500.00</b>	<b>649,500.00</b>	<b>205,612.00</b>	<b>13,720.00</b>	<b>195,786.00</b>	<b>401,398.00</b>	<b>-248,102.00</b>	<b>61.80 %</b>
<b>RptType: 3140 - CHARGES FOR SERVICES</b>								
<u>100-000-314010</u> RECREATION FEES	4,000.00	4,000.00	7,127.28	460.29	13,135.08	20,262.36	16,262.36	506.56 %
<u>100-000-314015</u> SENIOR CENTER BUILDING RENTAL FEES	7,500.00	7,500.00	2,295.00	1,330.00	6,006.25	8,301.25	801.25	110.68 %
<u>100-000-314020</u> PLANNING APPLICATION FEES	35,000.00	35,000.00	32,757.20	1,120.00	33,401.12	66,158.32	31,158.32	189.02 %
<u>100-000-314025</u> SOCIAL SERVICES CONTRACT	80,000.00	80,000.00	46,613.46	0.00	32,399.52	79,012.98	-987.02	98.77 %

Budget Report

For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<u>100-000-314030</u> LIEN SEARCH FEES	8,000.00	8,000.00	6,560.55	420.00	4,620.00	11,180.55	3,180.55	139.76 %
<b>RptType: 3140 - CHARGES FOR SERVICES Total:</b>	<b>134,500.00</b>	<b>134,500.00</b>	<b>95,353.49</b>	<b>3,330.29</b>	<b>89,561.97</b>	<b>184,915.46</b>	<b>50,415.46</b>	<b>137.48 %</b>
<u>100-000-314110</u> PARK SDC FEES	0.00	0.00	0.00	0.00	4,454.72	4,454.72	4,454.72	0.00 %
<u>100-000-314111</u> SDC REIMBURSEMENT FEE	0.00	0.00	0.00	0.00	7,731.63	7,731.63	7,731.63	0.00 %
<b>RptType: 3141 - SDC Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,186.35</b>	<b>12,186.35</b>	<b>12,186.35</b>	<b>0.00 %</b>
<b>RptType: 3150 - GRANTS</b>								
<u>100-000-315030</u> POLICE GRANTS	0.00	91,000.00	53,030.01	1,620.20	11,135.41	64,165.42	-26,834.58	70.51 %
<u>100-000-315040</u> FIRE GRANTS	50,000.00	50,000.00	200.00	0.00	0.00	200.00	-49,800.00	0.40 %
<u>100-000-315055</u> MARINE BOARD MAINTENANCE GRANT	10,800.00	10,800.00	0.00	0.00	0.00	0.00	-10,800.00	0.00 %
<u>100-000-315065</u> WES/GOOD NEIGHBOR GRANT	100,000.00	100,000.00	52,500.00	0.00	52,500.00	105,000.00	5,000.00	105.00 %
<u>100-000-315080</u> OTHER GRANTS	62,685.00	137,685.00	167,240.72	0.00	42,968.50	210,209.22	72,524.22	152.67 %
<b>RptType: 3150 - GRANTS Total:</b>	<b>223,485.00</b>	<b>389,485.00</b>	<b>272,970.73</b>	<b>1,620.20</b>	<b>106,603.91</b>	<b>379,574.64</b>	<b>-9,910.36</b>	<b>97.46 %</b>
<b>RptType: 3160 - DEBT SERVICE PROCEEDS</b>								
<u>100-000-381000</u> OFS-DEBT PROCEEDS	5,000,000.00	5,000,000.00	5,000,000.00	0.00	0.00	5,000,000.00	0.00	100.00 %
<b>RptType: 3160 - DEBT SERVICE PROCEEDS Total:</b>	<b>5,000,000.00</b>	<b>5,000,000.00</b>	<b>5,000,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000,000.00</b>	<b>0.00</b>	<b>100.00 %</b>
<b>RptType: 3260 - FINES AND FORFEITURES</b>								
<u>100-000-326010</u> COURT FINES & FORFEITURES	705,000.00	705,000.00	334,115.89	27,232.81	328,856.47	662,972.36	-42,027.64	94.04 %
<b>RptType: 3260 - FINES AND FORFEITURES Total:</b>	<b>705,000.00</b>	<b>705,000.00</b>	<b>334,115.89</b>	<b>27,232.81</b>	<b>328,856.47</b>	<b>662,972.36</b>	<b>-42,027.64</b>	<b>94.04 %</b>
<b>RptType: 3301 - INTEREST</b>								
<u>100-000-330100</u> INTEREST	195,000.00	195,000.00	116,621.80	89,002.31	752,988.31	869,610.11	674,610.11	445.95 %
<b>RptType: 3301 - INTEREST Total:</b>	<b>195,000.00</b>	<b>195,000.00</b>	<b>116,621.80</b>	<b>89,002.31</b>	<b>752,988.31</b>	<b>869,610.11</b>	<b>674,610.11</b>	<b>445.95 %</b>
<b>RptType: 3600 - MISCELLANEOUS</b>								
<u>100-000-360000</u> ALL OTHER GF RECEIPTS	71,813.00	71,813.00	-3,665.78	385.00	24,854.68	21,188.90	-50,624.10	29.51 %
<u>100-000-360100</u> NAT'L OPIOID SETTLEMENT FUNDS	0.00	0.00	0.00	0.00	44,517.55	44,517.55	44,517.55	0.00 %
<u>100-000-361016</u> FIRST RESPONDER SUPPLIES REIMB	10,000.00	10,000.00	10,221.25	0.00	0.00	10,221.25	221.25	102.21 %
<u>100-000-362115</u> SENIOR CENTER MISC. INCOME	0.00	0.00	0.00	649.20	3,532.53	3,532.53	3,532.53	0.00 %
<u>100-000-362212</u> TRAM TRIPS	10,000.00	10,000.00	5,133.55	877.00	10,161.37	15,294.92	5,294.92	152.95 %
<u>100-000-362213</u> MEAL DONATIONS	19,000.00	19,000.00	18,518.38	1,096.75	23,820.47	42,338.85	23,338.85	222.84 %
<b>RptType: 3600 - MISCELLANEOUS Total:</b>	<b>110,813.00</b>	<b>110,813.00</b>	<b>30,207.40</b>	<b>3,007.95</b>	<b>106,886.60</b>	<b>137,094.00</b>	<b>26,281.00</b>	<b>123.72 %</b>
<b>RptType: 3700 - OTHER</b>								
<u>100-000-371000</u> SALE OF SURPLUS EQUIP/PROPERTY	30,000.00	30,000.00	21,902.15	32,705.78	76,504.22	98,406.37	68,406.37	328.02 %
<b>RptType: 3700 - OTHER Total:</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>21,902.15</b>	<b>32,705.78</b>	<b>76,504.22</b>	<b>98,406.37</b>	<b>68,406.37</b>	<b>328.02 %</b>
<b>Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:</b>	<b>23,876,327.00</b>	<b>24,042,327.00</b>	<b>12,115,761.46</b>	<b>304,708.40</b>	<b>7,738,250.48</b>	<b>19,854,011.94</b>	<b>-4,188,315.06</b>	<b>82.58 %</b>
<b>Department: 910 - TRANSFER IN</b>								
<b>RptType: 3990 - TRANSFERS IN</b>								
<u>100-910-399205</u> TRANSFER IN FROM STREET FUND	458,255.00	458,255.00	176,444.00	128,599.53	277,066.17	453,510.17	-4,744.83	98.96 %
<u>100-910-399228</u> TRANSFER IN FROM POLICE LEVY	133,842.00	133,842.00	53,052.00	40,395.00	80,790.00	133,842.00	0.00	100.00 %
<u>100-910-399229</u> TRANSFER IN FROM FIRE LEVY	71,611.00	71,611.00	25,843.00	0.00	0.00	25,843.00	-45,768.00	36.09 %

**Budget Report**

**For Fiscal: 2022-2023 Period Ending: 06/30/2023**

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<u>100-910-399390</u>	490,814.00	490,814.00	245,403.57	0.00	245,369.93	490,773.50	-40.50	99.99 %
<u>100-910-399730</u>	288,604.00	288,604.00	94,264.00	93,668.50	200,592.00	294,856.00	6,252.00	102.17 %
<u>100-910-399740</u>	388,096.00	388,096.00	142,686.00	112,953.00	245,411.00	388,097.00	1.00	100.00 %
<u>100-910-399750</u>	231,094.00	231,094.00	67,286.00	72,152.50	163,810.00	231,096.00	2.00	100.00 %
<b>RptType: 3990 - TRANSFERS IN Total:</b>	<b>2,062,316.00</b>	<b>2,062,316.00</b>	<b>804,978.57</b>	<b>447,768.53</b>	<b>1,213,039.10</b>	<b>2,018,017.67</b>	<b>-44,298.33</b>	<b>97.85 %</b>
<b>Department: 910 - TRANSFER IN Total:</b>	<b>2,062,316.00</b>	<b>2,062,316.00</b>	<b>804,978.57</b>	<b>447,768.53</b>	<b>1,213,039.10</b>	<b>2,018,017.67</b>	<b>-44,298.33</b>	<b>97.85 %</b>
<b>Revenue Total:</b>	<b>25,938,643.00</b>	<b>26,104,643.00</b>	<b>12,920,740.03</b>	<b>752,476.93</b>	<b>8,951,289.58</b>	<b>21,872,029.61</b>	<b>-4,232,613.39</b>	<b>83.79 %</b>
<b>Expense</b>								
<b>Department: 121 - ADMIN</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
<u>100-121-431010</u>	366,948.00	366,948.00	177,666.38	15,801.58	202,451.81	380,118.19	-13,170.19	103.59 %
<u>100-121-431020</u>	278,663.00	278,663.00	91,596.00	8,178.00	98,136.00	189,732.00	88,931.00	68.09 %
<u>100-121-431030</u>	110,412.00	110,412.00	0.00	0.00	0.00	0.00	110,412.00	0.00 %
<u>100-121-431070</u>	134,971.00	134,971.00	68,436.00	6,109.00	73,308.00	141,744.00	-6,773.00	105.02 %
<u>100-121-431500</u>	166,217.00	166,217.00	83,456.28	7,114.20	85,513.62	168,969.90	-2,752.90	101.66 %
<u>100-121-450500</u>	9,942.00	9,942.00	4,544.28	714.35	8,104.05	12,648.33	-2,706.33	127.22 %
<u>100-121-470000</u>	619,601.00	619,601.00	229,363.10	19,839.53	239,206.40	468,569.50	151,031.50	75.62 %
<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>1,686,754.00</b>	<b>1,686,754.00</b>	<b>655,062.04</b>	<b>57,756.66</b>	<b>706,719.88</b>	<b>1,361,781.92</b>	<b>324,972.08</b>	<b>80.73 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
<u>100-121-500110</u>	293,507.00	293,507.00	262,317.62	24,576.25	215,562.50	477,880.12	-184,373.12	162.82 %
<u>100-121-500120</u>	82,000.00	82,000.00	39,315.00	1,121.00	40,731.00	80,046.00	1,954.00	97.62 %
<u>100-121-500130</u>	200,000.00	200,000.00	103,300.80	7,498.40	98,157.82	201,458.62	-1,458.62	100.73 %
<u>100-121-500490</u>	25,000.00	25,000.00	1,489.72	565.91	22,187.61	23,677.33	1,322.67	94.71 %
<u>100-121-500491</u>	47,000.00	47,000.00	2,000.00	0.00	2,500.00	4,500.00	42,500.00	9.57 %
<u>100-121-500492</u>	160,000.00	160,000.00	54,288.86	14,592.37	85,162.79	139,451.65	20,548.35	87.16 %
<u>100-121-510020</u>	292,294.00	292,294.00	60,805.30	750.00	47,811.46	108,616.76	183,677.24	37.16 %
<u>100-121-510021</u>	78,086.00	78,086.00	25,629.38	9,937.49	93,777.00	119,406.38	-41,320.38	152.92 %
<u>100-121-520120</u>	8,250.00	8,250.00	4,678.50	12.10	3,209.05	7,887.55	362.45	95.61 %
<u>100-121-520320</u>	500.00	500.00	63.86	76.23	99.20	163.06	336.94	32.61 %
<u>100-121-520400</u>	37,000.00	37,000.00	9,384.81	1,411.81	15,469.76	24,854.57	12,145.43	67.17 %
<u>100-121-520450</u>	80,000.00	80,000.00	40,277.76	5,550.96	39,727.11	80,004.87	-4.87	100.01 %
<u>100-121-530000</u>	395,000.00	395,000.00	209,636.02	0.00	168,380.90	378,016.92	16,983.08	95.70 %
<u>100-121-530200</u>	5,000.00	5,000.00	502.23	42.75	513.00	1,015.23	3,984.77	20.30 %
<u>100-121-540110</u>	5,000.00	5,000.00	2,473.96	0.00	1,280.70	3,754.66	1,245.34	75.09 %
<u>100-121-540120</u>	26,000.00	26,000.00	6,710.32	19.50	5,708.17	12,418.49	13,581.51	47.76 %
<u>100-121-540200</u>	60,000.00	60,000.00	12,098.12	1,695.00	12,272.16	24,370.28	35,629.72	40.62 %
<u>100-121-540220</u>	45,000.00	45,000.00	3,199.65	1,190.00	8,615.28	11,814.93	33,185.07	26.26 %
<u>100-121-540230</u>	2,000.00	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00 %
<u>100-121-542000</u>	15,000.00	15,000.00	3,239.72	478.50	6,224.15	9,463.87	5,536.13	63.09 %
<u>100-121-560100</u>	28,000.00	28,000.00	0.00	0.00	0.00	0.00	28,000.00	0.00 %

**Budget Report**

For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
TELEPHONES	0.00	0.00	8,006.83	620.89	7,654.27	15,661.10	-15,661.10	0.00 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>1,884,637.00</b>	<b>1,884,637.00</b>	<b>849,418.46</b>	<b>70,139.16</b>	<b>875,043.93</b>	<b>1,724,462.39</b>	<b>160,174.61</b>	<b>91.50 %</b>
Department: 121 - ADMIN Total:	3,571,391.00	3,571,391.00	1,504,480.50	127,895.82	1,581,763.81	3,086,244.31	485,146.69	86.42 %
<b>Department: 122 - INFORMATION TECHNOLOGY</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
100-122-432010 IT MANAGER	219,612.00	219,612.00	110,894.00	9,467.00	113,604.00	224,498.00	-4,886.00	102.22 %
100-122-470000 ASSOCIATED PAYROLL COSTS	110,882.00	110,882.00	54,741.28	4,673.78	55,846.46	110,587.74	294.26	99.73 %
<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>330,494.00</b>	<b>330,494.00</b>	<b>165,635.28</b>	<b>14,140.78</b>	<b>169,450.46</b>	<b>335,085.74</b>	<b>-4,591.74</b>	<b>101.39 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
100-122-500110 CONTRACTUAL & PROFESSIONAL	10,000.00	10,000.00	4,990.00	3,556.60	7,683.18	12,673.18	-2,673.18	126.73 %
100-122-500210 COMPUTER/TECHNOLOGY SERVICE	212,811.00	212,811.00	88,845.29	1,232.22	95,389.66	184,234.95	28,576.05	86.57 %
100-122-520400 OFFICE SUPPLIES & EQUIPMENT	40,260.00	40,260.00	15,650.82	2,118.21	17,844.49	33,495.31	6,764.69	83.20 %
100-122-540220 TRAVEL, CONFERENCES & TRAINING	800.00	800.00	0.00	0.00	0.00	0.00	800.00	0.00 %
100-122-540300 SMALL TOOLS, EQUIPMENT & SAFETY	600.00	600.00	15.99	288.89	593.91	609.90	-9.90	101.65 %
100-122-560110 CELL PHONES, PAGERS & RADIOS	65,330.00	65,330.00	36,816.83	2,509.61	31,230.54	68,047.37	-2,717.37	104.16 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>329,801.00</b>	<b>329,801.00</b>	<b>146,318.93</b>	<b>9,705.53</b>	<b>152,741.78</b>	<b>299,060.71</b>	<b>30,740.29</b>	<b>90.68 %</b>
<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
100-122-661018 COMPUTER & EQUIPMENT RESERVE	96,635.00	96,635.00	4,376.97	0.00	25,275.38	29,652.35	66,982.65	30.68 %
<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>	<b>96,635.00</b>	<b>96,635.00</b>	<b>4,376.97</b>	<b>0.00</b>	<b>25,275.38</b>	<b>29,652.35</b>	<b>66,982.65</b>	<b>30.68 %</b>
Department: 122 - INFORMATION TECHNOLOGY Total:	756,930.00	756,930.00	316,331.18	23,846.31	347,467.62	663,798.80	93,131.20	87.70 %
<b>Department: 124 - FACILITIES</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
100-124-437050 PUBLIC WORKS SUPERVISOR	18,065.00	18,065.00	8,288.34	763.95	8,825.66	17,114.00	951.00	94.74 %
100-124-437070 UTILITY WORKER II	86,171.00	86,171.00	27,310.25	2,465.31	29,143.05	56,453.30	29,717.70	65.51 %
100-124-439011 SEASONAL HELP	20,000.00	20,000.00	0.00	0.00	0.00	0.00	20,000.00	0.00 %
100-124-450100 OVERTIME	3,200.00	3,200.00	158.38	0.00	31.07	189.45	3,010.55	5.92 %
100-124-470000 ASSOCIATED PAYROLL COSTS	62,791.00	62,791.00	21,079.74	1,749.49	20,270.09	41,349.83	21,441.17	65.85 %
<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>190,227.00</b>	<b>190,227.00</b>	<b>56,836.71</b>	<b>4,978.75</b>	<b>58,269.87</b>	<b>115,106.58</b>	<b>75,120.42</b>	<b>60.51 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
100-124-500110 CONTRACTUAL & PROFESSIONAL SERVICE	140,000.00	140,000.00	67,962.88	6,975.36	57,002.82	124,965.70	15,034.30	89.26 %
100-124-520130 OPERATIONS, MAINTENANCE & REPAIRS	120,000.00	120,000.00	22,137.86	9,112.73	36,825.89	58,963.75	61,036.25	49.14 %
100-124-540220 TRAVEL, CONFERENCES & TRAINING	4,000.00	4,000.00	90.00	0.00	195.82	285.82	3,714.18	7.15 %
100-124-540300 SMALL TOOLS, EQUIPMENT & SAFETY SUP	7,000.00	7,000.00	1,055.81	90.03	4,041.27	5,097.08	1,902.92	72.82 %
100-124-560100 UTILITIES	185,000.00	185,000.00	97,210.73	6,609.30	99,322.88	196,533.61	-11,533.61	106.23 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>456,000.00</b>	<b>456,000.00</b>	<b>188,457.28</b>	<b>22,787.42</b>	<b>197,388.68</b>	<b>385,845.96</b>	<b>70,154.04</b>	<b>84.62 %</b>
<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
100-124-641000 FACILITY IMPROVEMENTS	320,000.00	320,000.00	44,947.21	0.00	0.00	44,947.21	275,052.79	14.05 %
100-124-641005 PUBLIC WORKS FACILITY CONSTRUCTION	4,949,000.00	4,949,000.00	51,101.39	83,816.83	473,997.43	525,098.82	4,423,901.18	10.61 %

Budget Report

For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<a href="#">100-124-641010</a>	20,000.00	20,000.00	0.00	0.00	0.00	0.00	20,000.00	0.00 %
BUILDING RESERVE/REPAIR								
<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>	<b>5,289,000.00</b>	<b>5,289,000.00</b>	<b>96,048.60</b>	<b>83,816.83</b>	<b>473,997.43</b>	<b>570,046.03</b>	<b>4,718,953.97</b>	<b>10.78 %</b>
Department: 124 - FACILITIES Total:	5,935,227.00	5,935,227.00	341,342.59	111,583.00	729,655.98	1,070,998.57	4,864,228.43	18.04 %
<b>Department: 220 - COURT</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
<a href="#">100-220-432020</a>	135,602.00	135,602.00	67,127.16	5,707.23	68,486.76	135,613.92	-11.92	100.01 %
MUNICIPAL COURT CLERK								
<a href="#">100-220-432035</a>	172,124.00	172,124.00	84,464.00	7,417.00	89,004.00	173,468.00	-1,344.00	100.78 %
COURT ADMINISTRATOR								
<a href="#">100-220-450100</a>	4,302.00	4,302.00	0.00	0.00	0.00	0.00	4,302.00	0.00 %
OVERTIME								
<a href="#">100-220-450500</a>	0.00	0.00	2,111.64	277.92	3,355.04	5,446.68	-5,446.68	0.00 %
CAREER RECOGNITION PAY								
<a href="#">100-220-470000</a>	170,667.00	170,667.00	82,846.44	7,175.58	85,764.77	168,611.21	2,055.79	98.80 %
ASSOCIATED PAYROLL COSTS								
<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>482,695.00</b>	<b>482,695.00</b>	<b>236,549.24</b>	<b>20,577.73</b>	<b>246,590.57</b>	<b>483,139.81</b>	<b>-444.81</b>	<b>100.09 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
<a href="#">100-220-500110</a>	1,000.00	1,000.00	288.00	0.00	902.45	1,190.45	-190.45	119.05 %
CONTRACTUAL & PROFESSIONAL SERVICE								
<a href="#">100-220-500132</a>	72,000.00	72,000.00	39,540.00	3,500.00	42,000.00	81,540.00	-9,540.00	113.25 %
PROSECUTING ATTORNEY								
<a href="#">100-220-500134</a>	67,000.00	67,000.00	15,100.00	3,405.00	17,205.00	32,305.00	34,695.00	48.22 %
ATTORNEYS FOR INDIGENT CLIENTS								
<a href="#">100-220-500136</a>	72,000.00	72,000.00	36,000.00	2,545.00	35,345.00	71,345.00	655.00	99.09 %
MUNICIPAL COURT JUDGE								
<a href="#">100-220-500137</a>	3,000.00	3,000.00	0.00	0.00	845.00	845.00	2,155.00	28.17 %
PRO-TEM JUDGE								
<a href="#">100-220-500138</a>	2,000.00	2,000.00	51.95	104.44	239.00	290.95	1,709.05	14.55 %
JURY EXPENSES								
<a href="#">100-220-500282</a>	16,000.00	16,000.00	12,672.40	1,750.00	8,800.00	21,472.40	-5,472.40	134.20 %
COURTROOM SECURITY								
<a href="#">100-220-520120</a>	8,000.00	8,000.00	5,109.74	2,768.17	7,155.02	12,264.76	-4,264.76	153.31 %
BANK CHARGES								
<a href="#">100-220-520400</a>	24,740.00	24,740.00	4,207.21	520.61	4,751.57	8,958.78	15,781.22	36.21 %
OFFICE SUPPLIES & EQUIPMENT								
<a href="#">100-220-540220</a>	3,000.00	3,000.00	336.25	0.00	25.00	361.25	2,638.75	12.04 %
TRAVEL, CONFERENCES & TRAINING								
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>268,740.00</b>	<b>268,740.00</b>	<b>113,305.55</b>	<b>14,593.22</b>	<b>117,268.04</b>	<b>230,573.59</b>	<b>38,166.41</b>	<b>85.80 %</b>
Department: 220 - COURT Total:	751,435.00	751,435.00	349,854.79	35,170.95	363,858.61	713,713.40	37,721.60	94.98 %
<b>Department: 240 - POLICE</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
<a href="#">100-240-432110</a>	296,076.00	296,076.00	142,904.52	13,321.00	152,867.00	295,771.52	304.48	99.90 %
POLICE CHIEF								
<a href="#">100-240-432130</a>	243,912.00	243,912.00	115,713.49	0.00	91,976.41	207,689.90	36,222.10	85.15 %
POLICE LIEUTENANT								
<a href="#">100-240-432140</a>	335,616.00	335,616.00	178,659.63	7,853.41	134,724.87	313,384.50	22,231.50	93.38 %
POLICE DETECTIVE								
<a href="#">100-240-432160</a>	1,213,547.00	1,213,547.00	566,934.69	45,449.50	556,304.63	1,123,239.32	90,307.68	92.56 %
POLICE OFFICER								
<a href="#">100-240-432170</a>	574,524.00	574,524.00	277,280.75	24,866.78	263,131.55	540,412.30	34,111.70	94.06 %
POLICE SERGEANT								
<a href="#">100-240-432182</a>	62,616.00	62,616.00	33,305.80	2,580.83	26,833.02	60,138.82	2,477.18	96.04 %
PROPERTY ROOM TECHNICIAN								
<a href="#">100-240-432185</a>	119,256.00	119,256.00	59,028.00	5,118.00	60,813.52	119,841.52	-585.52	100.49 %
POLICE RECORDS CLERK								
<a href="#">100-240-450100</a>	267,000.00	317,400.00	244,764.85	14,814.39	148,934.40	393,699.25	-76,299.25	124.04 %
OVERTIME								
<a href="#">100-240-450200</a>	0.00	40,600.00	0.00	2,527.44	26,761.04	26,761.04	13,838.96	65.91 %
TRAFFIC GRANT OVERTIME								
<a href="#">100-240-450210</a>	25,000.00	25,000.00	15,769.89	3,457.44	22,904.04	38,673.93	-13,673.93	154.70 %
HOLIDAY PAY								
<a href="#">100-240-450300</a>	123,530.00	123,530.00	57,225.94	5,626.33	61,130.76	118,356.70	5,173.30	95.81 %
PROFICIENCY PAY								
<a href="#">100-240-450500</a>	5,656.00	5,656.00	3,947.42	1,345.00	13,940.91	17,888.33	-12,232.33	316.27 %
CAREER RECOGNITION PAY								
<a href="#">100-240-470000</a>	1,927,794.00	1,927,794.00	896,652.75	68,131.81	818,429.47	1,715,082.22	212,711.78	88.97 %
ASSOCIATED PAYROLL COSTS								
<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>5,194,527.00</b>	<b>5,285,527.00</b>	<b>2,592,187.73</b>	<b>195,091.93</b>	<b>2,378,751.62</b>	<b>4,970,939.35</b>	<b>314,587.65</b>	<b>94.05 %</b>



**Budget Report**

For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
<u>100-240-500110</u>	145,000.00	145,000.00	37,254.20	533.08	49,723.48	86,977.68	58,022.32	59.98 %
<u>100-240-500284</u>	14,600.00	14,600.00	5,691.50	3,997.46	11,007.46	16,698.96	-2,098.96	114.38 %
<u>100-240-500498</u>	145,000.00	145,000.00	12,064.08	12,592.50	143,629.00	155,693.08	-10,693.08	107.37 %
<u>100-240-510044</u>	9,500.00	9,500.00	0.00	0.00	0.00	0.00	9,500.00	0.00 %
<u>100-240-520100</u>	87,328.00	87,328.00	17,363.66	11,497.15	43,756.74	61,120.40	26,207.60	69.99 %
<u>100-240-520112</u>	68,000.00	68,000.00	35,104.03	26,921.02	33,881.73	68,985.76	-985.76	101.45 %
<u>100-240-520320</u>	158,000.00	158,000.00	93,479.27	6,858.31	95,480.60	188,959.87	-30,959.87	119.59 %
<u>100-240-520340</u>	0.00	0.00	15.15	0.00	0.00	15.15	-15.15	0.00 %
<u>100-240-520345</u>	4,000.00	4,000.00	2,293.14	0.00	869.18	3,162.32	837.68	79.06 %
<u>100-240-520400</u>	36,400.00	36,400.00	14,463.17	1,057.02	20,167.64	34,630.81	1,769.19	95.14 %
<u>100-240-540110</u>	12,000.00	12,000.00	2,593.51	33.00	7,567.29	10,160.80	1,839.20	84.67 %
<u>100-240-540200</u>	18,550.00	18,550.00	1,040.35	472.00	3,518.50	4,558.85	13,991.15	24.58 %
<u>100-240-540220</u>	74,200.00	74,200.00	24,554.76	1,407.46	14,663.66	39,218.42	34,981.58	52.86 %
<u>100-240-540301</u>	39,600.00	39,600.00	14,473.44	1,118.37	16,825.86	31,299.30	8,300.70	79.04 %
<u>100-240-542000</u>	5,000.00	5,000.00	2,723.65	0.00	1,209.00	3,932.65	1,067.35	78.65 %
<u>100-240-560120</u>	20,200.00	20,200.00	9,811.99	760.83	9,379.45	19,191.44	1,008.56	95.01 %
	<b>837,378.00</b>	<b>837,378.00</b>	<b>272,925.90</b>	<b>67,248.20</b>	<b>451,679.59</b>	<b>724,605.49</b>	<b>112,772.51</b>	<b>86.53 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>								
<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
<u>100-240-651000</u>	172,500.00	172,500.00	61,861.31	0.00	57,481.15	119,342.46	53,157.54	69.18 %
	<b>172,500.00</b>	<b>172,500.00</b>	<b>61,861.31</b>	<b>0.00</b>	<b>57,481.15</b>	<b>119,342.46</b>	<b>53,157.54</b>	<b>69.18 %</b>
	<b>6,204,405.00</b>	<b>6,295,405.00</b>	<b>2,926,974.94</b>	<b>262,340.13</b>	<b>2,887,912.36</b>	<b>5,814,887.30</b>	<b>480,517.70</b>	<b>92.37 %</b>
<b>Department: 250 - FIRE</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
<u>100-250-432210</u>	268,716.00	268,716.00	121,988.54	0.00	0.00	121,988.54	146,727.46	45.40 %
<u>100-250-432220</u>	136,620.00	136,620.00	0.00	0.00	0.00	0.00	136,620.00	0.00 %
<u>100-250-432240</u>	569,088.00	569,088.00	219,683.39	0.00	0.00	219,683.39	349,404.61	38.60 %
<u>100-250-432290</u>	635,264.00	635,264.00	273,496.72	0.00	0.00	273,496.72	361,767.28	43.05 %
<u>100-250-450100</u>	64,070.00	64,070.00	147,682.03	0.00	0.00	147,682.03	-83,612.03	230.50 %
<u>100-250-470000</u>	935,446.00	935,446.00	342,697.29	0.00	0.00	342,697.29	592,748.71	36.63 %
<u>100-250-470040</u>	0.00	0.00	1,364.10	0.00	0.00	1,364.10	-1,364.10	0.00 %
	<b>2,609,204.00</b>	<b>2,609,204.00</b>	<b>1,106,912.07</b>	<b>0.00</b>	<b>0.00</b>	<b>1,106,912.07</b>	<b>1,502,291.93</b>	<b>42.42 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
<u>100-250-500110</u>	82,000.00	82,000.00	342,082.15	0.00	1,577,923.00	1,920,005.15	-1,838,005.15	2,341.47 %
<u>100-250-500150</u>	29,000.00	29,000.00	11,310.00	0.00	0.00	11,310.00	17,690.00	39.00 %
<u>100-250-500498</u>	192,500.00	192,500.00	86,648.42	0.00	0.00	86,648.42	105,851.58	45.01 %
<u>100-250-510022</u>	50,000.00	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00 %
<u>100-250-520122</u>	5,000.00	5,000.00	270.00	0.00	0.00	270.00	4,730.00	5.40 %
<u>100-250-520124</u>	55,650.00	55,650.00	21,287.19	0.00	0.00	21,287.19	34,362.81	38.25 %
<u>100-250-520200</u>	86,300.00	86,300.00	44,844.88	0.00	18,250.00	63,094.88	23,205.12	73.11 %

Budget Report

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	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<u>100-250-520320</u>	134,200.00	134,200.00	39,460.32	0.00	0.00	39,460.32	94,739.68	29.40 %
<u>100-250-520400</u>	0.00	0.00	104.37	0.00	0.00	104.37	-104.37	0.00 %
<u>100-250-540130</u>	26,000.00	26,000.00	3,684.45	0.00	0.00	3,684.45	22,315.55	14.17 %
<u>100-250-540200</u>	5,000.00	5,000.00	1,922.92	0.00	0.00	1,922.92	3,077.08	38.46 %
<u>100-250-540224</u>	15,000.00	15,000.00	1,536.50	0.00	0.00	1,536.50	13,463.50	10.24 %
<u>100-250-540225</u>	65,000.00	65,000.00	9,269.18	0.00	0.00	9,269.18	55,730.82	14.26 %
<u>100-250-540301</u>	25,000.00	25,000.00	3,782.49	0.00	0.00	3,782.49	21,217.51	15.13 %
<u>100-250-560110</u>	36,000.00	36,000.00	19,680.00	0.00	0.00	19,680.00	16,320.00	54.67 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>806,650.00</b>	<b>806,650.00</b>	<b>585,882.87</b>	<b>0.00</b>	<b>1,596,173.00</b>	<b>2,182,055.87</b>	<b>-1,375,405.87</b>	<b>270.51 %</b>
<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
<u>100-250-641000</u>	350,000.00	350,000.00	19,788.93	39,802.11	246,678.78	266,467.71	83,532.29	76.13 %
<u>100-250-661018</u>	0.00	0.00	29,117.14	0.00	7,600.25	36,717.39	-36,717.39	0.00 %
<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>	<b>350,000.00</b>	<b>350,000.00</b>	<b>48,906.07</b>	<b>39,802.11</b>	<b>254,279.03</b>	<b>303,185.10</b>	<b>46,814.90</b>	<b>86.62 %</b>
<b>Department: 250 - FIRE Total:</b>	<b>3,765,854.00</b>	<b>3,765,854.00</b>	<b>1,741,701.01</b>	<b>39,802.11</b>	<b>1,850,452.03</b>	<b>3,592,153.04</b>	<b>173,700.96</b>	<b>95.39 %</b>
<b>Department: 526 - PARKS</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
<u>100-526-437049</u>	46,111.00	46,111.00	22,960.78	2,087.40	25,048.80	48,009.58	-1,898.58	104.12 %
<u>100-526-437050</u>	81,292.00	81,292.00	37,297.60	3,437.78	39,715.50	77,013.10	4,278.90	94.74 %
<u>100-526-437051</u>	19,919.00	19,919.00	0.00	0.00	0.00	0.00	19,919.00	0.00 %
<u>100-526-437055</u>	20,695.00	20,695.00	11,725.60	1,598.10	19,297.45	31,023.05	-10,328.05	149.91 %
<u>100-526-437070</u>	144,436.00	144,436.00	27,794.92	2,465.30	29,142.92	56,937.84	87,498.16	39.42 %
<u>100-526-437071</u>	86,171.00	86,171.00	59,544.00	4,607.66	53,309.95	112,853.95	-26,682.95	130.97 %
<u>100-526-439011</u>	100,000.00	100,000.00	23,423.05	0.00	21,412.09	44,835.14	55,164.86	44.84 %
<u>100-526-450100</u>	11,000.00	11,000.00	1,165.19	0.00	275.05	1,440.24	9,559.76	13.09 %
<u>100-526-470000</u>	285,143.00	285,143.00	84,035.55	7,441.74	89,579.69	173,615.24	111,527.76	60.89 %
<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>794,767.00</b>	<b>794,767.00</b>	<b>267,946.69</b>	<b>21,637.98</b>	<b>277,781.45</b>	<b>545,728.14</b>	<b>249,038.86</b>	<b>68.67 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
<u>100-526-500110</u>	20,400.00	20,400.00	34,149.93	3,173.23	22,301.87	56,451.80	-36,051.80	276.72 %
<u>100-526-520120</u>	0.00	0.00	4,998.08	565.63	4,142.57	9,140.65	-9,140.65	0.00 %
<u>100-526-520130</u>	145,000.00	145,000.00	82,771.60	6,508.39	59,456.75	142,228.35	2,771.65	98.09 %
<u>100-526-520132</u>	70,000.00	70,000.00	1,300.00	0.00	0.00	1,300.00	68,700.00	1.86 %
<u>100-526-520220</u>	0.00	0.00	225.06	0.00	0.00	225.06	-225.06	0.00 %
<u>100-526-520320</u>	45,000.00	45,000.00	17,524.34	1,816.50	18,508.45	36,032.79	8,967.21	80.07 %
<u>100-526-520400</u>	5,000.00	5,000.00	2,132.09	260.07	2,003.84	4,135.93	864.07	82.72 %
<u>100-526-540220</u>	3,500.00	3,500.00	419.15	0.00	317.32	736.47	2,763.53	21.04 %
<u>100-526-540300</u>	20,000.00	20,000.00	3,974.32	214.51	5,916.86	9,891.18	10,108.82	49.46 %
<u>100-526-540400</u>	3,000.00	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00 %
<u>100-526-560100</u>	70,000.00	70,000.00	38,418.98	3,758.93	41,992.85	80,411.83	-10,411.83	114.87 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>381,900.00</b>	<b>381,900.00</b>	<b>185,913.55</b>	<b>16,297.26</b>	<b>154,640.51</b>	<b>340,554.06</b>	<b>41,345.94</b>	<b>89.17 %</b>

Budget Report

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	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
100-526-660100	87,344.00	87,344.00	0.00	0.00	41,732.73	41,732.73	45,611.27	47.78 %
100-526-676050	758,853.00	758,853.00	55,150.00	0.00	47,833.43	102,983.43	655,869.57	13.57 %
<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>	<b>846,197.00</b>	<b>846,197.00</b>	<b>55,150.00</b>	<b>0.00</b>	<b>89,566.16</b>	<b>144,716.16</b>	<b>701,480.84</b>	<b>17.10 %</b>
<b>Department: 526 - PARKS Total:</b>								
	<b>2,022,864.00</b>	<b>2,022,864.00</b>	<b>509,010.24</b>	<b>37,935.24</b>	<b>521,988.12</b>	<b>1,030,998.36</b>	<b>991,865.64</b>	<b>50.97 %</b>
<b>Department: 527 - RECREATION</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
100-527-435110	32,000.00	32,000.00	0.00	0.00	0.00	0.00	32,000.00	0.00 %
100-527-435120	28,000.00	28,000.00	229.32	259.20	3,829.75	4,059.07	23,940.93	14.50 %
100-527-470000	6,000.00	6,000.00	415.44	95.17	1,391.59	1,807.03	4,192.97	30.12 %
<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>66,000.00</b>	<b>66,000.00</b>	<b>644.76</b>	<b>354.37</b>	<b>5,221.34</b>	<b>5,866.10</b>	<b>60,133.90</b>	<b>8.89 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
100-527-510062	3,000.00	3,000.00	980.91	1,235.99	2,052.71	3,033.62	-33.62	101.12 %
100-527-510064	5,000.00	5,000.00	1,616.99	0.00	1,454.38	3,071.37	1,928.63	61.43 %
100-527-520136	2,200.00	2,200.00	0.00	0.00	14.58	14.58	2,185.42	0.66 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>10,200.00</b>	<b>10,200.00</b>	<b>2,597.90</b>	<b>1,235.99</b>	<b>3,521.67</b>	<b>6,119.57</b>	<b>4,080.43</b>	<b>60.00 %</b>
<b>Department: 527 - RECREATION Total:</b>								
	<b>76,200.00</b>	<b>76,200.00</b>	<b>3,242.66</b>	<b>1,590.36</b>	<b>8,743.01</b>	<b>11,985.67</b>	<b>64,214.33</b>	<b>15.73 %</b>
<b>Department: 528 - SENIOR CENTER</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
100-528-435210	209,121.00	209,121.00	65,643.89	8,178.00	96,810.00	162,453.89	46,667.11	77.68 %
100-528-435240	61,903.00	61,903.00	30,527.48	2,817.28	32,376.59	62,904.07	-1,001.07	101.62 %
100-528-435250	49,406.00	49,406.00	38,659.83	4,342.00	52,409.46	91,069.29	-41,663.29	184.33 %
100-528-435280	113,713.00	113,713.00	58,659.39	5,924.62	69,365.89	128,025.28	-14,312.28	112.59 %
100-528-435295	10,000.00	10,000.00	371.00	99.56	654.69	1,025.69	8,974.31	10.26 %
100-528-450500	1,857.00	1,857.00	516.25	59.25	693.66	1,209.91	647.09	65.15 %
100-528-470000	199,770.00	199,770.00	84,767.75	11,071.21	128,027.93	212,795.68	-13,025.68	106.52 %
<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>645,770.00</b>	<b>645,770.00</b>	<b>279,145.59</b>	<b>32,491.92</b>	<b>380,338.22</b>	<b>659,483.81</b>	<b>-13,713.81</b>	<b>102.12 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
100-528-500110	0.00	0.00	584.32	0.00	0.00	584.32	-584.32	0.00 %
100-528-510075	40,000.00	40,000.00	5,763.02	2,444.08	22,392.08	28,155.10	11,844.90	70.39 %
100-528-520140	14,500.00	14,500.00	4,518.59	615.57	6,237.43	10,756.02	3,743.98	74.18 %
100-528-520190	8,250.00	8,250.00	3,986.87	75.49	2,678.16	6,665.03	1,584.97	80.79 %
100-528-520200	9,360.00	9,360.00	2,471.25	372.01	1,277.28	3,748.53	5,611.47	40.05 %
100-528-520320	2,750.00	2,750.00	823.73	0.00	3,657.43	4,481.16	-1,731.16	162.95 %
100-528-520400	13,000.00	13,000.00	3,296.84	187.24	6,665.95	9,962.79	3,037.21	76.64 %
100-528-540200	3,200.00	3,200.00	219.00	0.00	0.00	219.00	2,981.00	6.84 %
100-528-540220	0.00	0.00	20.34	0.00	25.00	45.34	-45.34	0.00 %
100-528-540230	200.00	200.00	0.00	0.00	0.00	0.00	200.00	0.00 %

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	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<u>100-528-560120</u> TELEPHONES	7,000.00	7,000.00	1,540.81	119.17	1,469.13	3,009.94	3,990.06	43.00 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>98,260.00</b>	<b>98,260.00</b>	<b>23,224.77</b>	<b>3,813.56</b>	<b>44,402.46</b>	<b>67,627.23</b>	<b>30,632.77</b>	<b>68.82 %</b>
<b>RptCategory: 60 - CAPITAL OUTLAY</b>	0.00	75,000.00	0.00	1,295.00	53,863.50	53,863.50	21,136.50	71.82 %
<u>100-528-651000</u> VEHICLES AND EQUIPMENT RESERVES	0.00	75,000.00	0.00	1,295.00	53,863.50	53,863.50	21,136.50	71.82 %
<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>	<b>0.00</b>	<b>75,000.00</b>	<b>0.00</b>	<b>1,295.00</b>	<b>53,863.50</b>	<b>53,863.50</b>	<b>21,136.50</b>	<b>71.82 %</b>
<b>Department: 528 - SENIOR CENTER Total:</b>	<b>744,030.00</b>	<b>819,030.00</b>	<b>302,370.36</b>	<b>37,600.48</b>	<b>478,604.18</b>	<b>780,974.54</b>	<b>38,055.46</b>	<b>95.35 %</b>
<b>Department: 529 - LIBRARY</b>								
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
<u>100-529-500110</u> CONTRACTUAL & PROFESSIONAL SERVICE	418,180.00	418,180.00	206,338.00	0.00	214,051.00	420,389.00	-2,209.00	100.53 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>418,180.00</b>	<b>418,180.00</b>	<b>206,338.00</b>	<b>0.00</b>	<b>214,051.00</b>	<b>420,389.00</b>	<b>-2,209.00</b>	<b>100.53 %</b>
<b>Department: 529 - LIBRARY Total:</b>	<b>418,180.00</b>	<b>418,180.00</b>	<b>206,338.00</b>	<b>0.00</b>	<b>214,051.00</b>	<b>420,389.00</b>	<b>-2,209.00</b>	<b>100.53 %</b>
<b>Department: 600 - DEBT SERVICE</b>								
<b>RptCategory: 70 - DEBT SERVICE</b>								
<u>100-600-720040</u> DEBT PRINCIPAL	604,398.00	604,398.00	207,889.00	0.00	396,510.00	604,399.00	-1.00	100.00 %
<u>100-600-730040</u> DEBT SERVICE - INTEREST	290,732.00	290,732.00	91,943.68	0.00	198,764.92	290,708.60	23.40	99.99 %
<u>100-600-740040</u> OFU - ISSUANCE COSTS	51,000.00	51,000.00	50,076.83	0.00	0.00	50,076.83	923.17	98.19 %
<b>RptCategory: 70 - DEBT SERVICE Total:</b>	<b>946,130.00</b>	<b>946,130.00</b>	<b>349,909.51</b>	<b>0.00</b>	<b>595,274.92</b>	<b>945,184.43</b>	<b>945.57</b>	<b>99.90 %</b>
<b>Department: 600 - DEBT SERVICE Total:</b>	<b>946,130.00</b>	<b>946,130.00</b>	<b>349,909.51</b>	<b>0.00</b>	<b>595,274.92</b>	<b>945,184.43</b>	<b>945.57</b>	<b>99.90 %</b>
<b>Department: 990 - CONTINGENCY</b>								
<b>RptCategory: 90 - OTHER</b>								
<u>100-990-910000</u> CONTINGENCY FUNDS	745,997.00	745,997.00	0.00	0.00	0.00	0.00	745,997.00	0.00 %
<b>RptCategory: 90 - OTHER Total:</b>	<b>745,997.00</b>	<b>745,997.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>745,997.00</b>	<b>0.00 %</b>
<b>Department: 990 - CONTINGENCY Total:</b>	<b>745,997.00</b>	<b>745,997.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>745,997.00</b>	<b>0.00 %</b>
<b>Expense Total:</b>	<b>25,938,643.00</b>	<b>26,104,643.00</b>	<b>8,551,555.78</b>	<b>677,764.40</b>	<b>9,579,771.64</b>	<b>18,131,327.42</b>	<b>7,973,315.58</b>	<b>69.46 %</b>
<b>Fund: 100 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>4,369,184.25</b>	<b>74,712.53</b>	<b>-628,482.06</b>	<b>3,740,702.19</b>	<b>3,740,702.19</b>	<b>0.00 %</b>

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For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 105 - AMERICAN RESCUE PLAN RESERVE FUND</b>								
<b>Revenue</b>								
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL								
RptType: 3150 - GRANTS								
OTHER GRANTS (ARPA)	0.00	2,737,344.00	30,000.00	0.00	272,563.60	302,563.60	-2,434,780.40	11.05 %
RptType: 3150 - GRANTS Total:	0.00	2,737,344.00	30,000.00	0.00	272,563.60	302,563.60	-2,434,780.40	11.05 %
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	0.00	2,737,344.00	30,000.00	0.00	272,563.60	302,563.60	-2,434,780.40	11.05 %
Revenue Total:	0.00	2,737,344.00	30,000.00	0.00	272,563.60	302,563.60	-2,434,780.40	11.05 %
<b>Expense</b>								
Department: 150 - ARPA GRANT								
RptCategory: 40 - PERSONNEL SERVICES								
105-150-450900 RECOGNITION AWARD	0.00	0.00	0.00	0.00	142,500.00	142,500.00	-142,500.00	0.00 %
105-150-470000 ASSOCIATED PAYROLL COSTS	0.00	0.00	0.00	0.00	43,050.28	43,050.28	-43,050.28	0.00 %
RptCategory: 40 - PERSONNEL SERVICES Total:	0.00	0.00	0.00	0.00	185,550.28	185,550.28	-185,550.28	0.00 %
RptCategory: 50 - MATERIAL AND SERVICES								
105-150-500110 CONTRACTUAL & PROFESSIONAL SERVICE	0.00	200,000.00	30,000.00	10,000.00	69,347.82	99,347.82	100,652.18	49.67 %
105-150-530200 EMERGENCY MANAGEMENT	0.00	50,000.00	0.00	0.00	32,355.50	32,355.50	17,644.50	64.71 %
105-150-530210 ARPA FUNDING (TBD)	0.00	1,277,344.00	0.00	0.00	0.00	0.00	1,277,344.00	0.00 %
RptCategory: 50 - MATERIAL AND SERVICES Total:	0.00	1,527,344.00	30,000.00	10,000.00	101,703.32	131,703.32	1,395,640.68	8.62 %
Department: 150 - ARPA GRANT Total:	0.00	1,527,344.00	30,000.00	10,000.00	287,253.60	317,253.60	1,210,090.40	20.77 %
Department: 920 - TRANSFER OUT								
RptCategory: 89 - TRANSFERS OUT								
TRANSFER OUT TO SEWER FUND	0.00	1,210,000.00	0.00	0.00	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	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	0.00	0.00	1,210,000.00	0.00 %
Expense Total:	0.00	2,737,344.00	30,000.00	10,000.00	287,253.60	317,253.60	2,420,090.40	11.59 %
<b>Fund: 105 - AMERICAN RESCUE PLAN RESERVE FUND Surplus (Deficit):</b>	0.00	0.00	0.00	-10,000.00	-14,690.00	-14,690.00	-14,690.00	0.00 %

Budget Report

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	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 205 - ROAD AND STREET FUND</b>								
<b>Revenue</b>								
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL								
RptType: 3000 - BEG FUND BAL.								
205-000-309999	2,900,000.00	2,900,000.00	0.00	0.00	0.00	0.00	-2,900,000.00	0.00 %
RptType: 3000 - BEG FUND BAL. Total: 2,900,000.00								
RptType: 3100 - LOCAL TAXES								
205-000-310060	370,000.00	370,000.00	250,270.30	37,897.42	199,985.57	450,255.87	80,255.87	121.69 %
RptType: 3100 - LOCAL TAXES Total: 370,000.00								
RptType: 3110 - STATE SHARED TAXES								
205-000-310140	1,817,551.00	1,817,551.00	1,040,013.74	78,320.14	861,751.39	1,901,765.13	84,214.13	104.63 %
RptType: 3110 - STATE SHARED TAXES Total: 1,817,551.00								
RptType: 3120 - RIGHT OF WAY FEES								
205-000-312050	375,000.00	375,000.00	115,420.19	85.75	59,903.59	175,323.78	-199,676.22	46.75 %
205-000-312055	200,000.00	200,000.00	104,089.96	0.00	63,698.88	167,788.84	-32,211.16	83.89 %
205-000-312060	1,500.00	1,500.00	285.00	650.00	1,800.00	2,085.00	585.00	139.00 %
RptType: 3120 - RIGHT OF WAY FEES Total: 576,500.00								
RptType: 3141 - SDC								
205-000-314075	20,000.00	20,000.00	0.00	0.00	4,350.97	4,350.97	-15,649.03	21.75 %
205-000-314076	0.00	0.00	0.00	0.00	531.98	531.98	531.98	0.00 %
RptType: 3141 - SDC Total: 20,000.00								
RptType: 3600 - MISCELLANEOUS								
205-000-360000	60,000.00	60,000.00	25,220.00	940.00	26,000.00	51,220.00	-8,780.00	85.37 %
RptType: 3600 - MISCELLANEOUS Total: 60,000.00								
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total: 5,744,051.00								
Department: 910 - TRANSFER IN								
RptType: 3990 - TRANSFERS IN								
205-910-399730	430,925.00	430,925.00	192,866.00	100,487.05	201,924.25	394,790.25	-36,134.75	91.61 %
205-910-399740	282,000.00	282,000.00	129,408.00	61,267.50	136,762.20	266,170.20	-15,829.80	94.39 %
205-910-399750	104,100.00	104,100.00	46,248.00	24,263.15	47,836.25	94,084.25	-10,015.75	90.38 %
RptType: 3990 - TRANSFERS IN Total: 817,025.00								
Department: 910 - TRANSFER IN Total: 817,025.00								
Revenue Total: 6,561,076.00								
<b>Expense</b>								
Department: 305 - ROAD AND STREET								
RptCategory: 40 - PERSONNEL SERVICES								
205-305-437049	46,112.00	46,112.00	22,960.78	2,087.40	25,048.80	48,009.58	-1,897.58	104.12 %
205-305-437050	81,292.00	81,292.00	37,297.59	3,437.78	39,715.58	77,013.17	4,278.83	94.74 %

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**Budget Report**

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		Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<a href="#">205-305-437051</a>	PW UTILITIES MANAGER	44,817.00	44,817.00	0.00	2,294.31	16,165.14	16,165.14	28,651.86	36.07 %
<a href="#">205-305-437055</a>	PW ADMIN ASSISTANT	46,564.00	46,564.00	22,819.96	2,398.98	29,074.66	51,894.62	-5,330.62	111.45 %
<a href="#">205-305-437070</a>	UTILITY WORKER, JOURNEY	378,527.00	378,527.00	143,267.52	11,135.00	136,258.13	279,525.65	99,001.35	73.85 %
<a href="#">205-305-437071</a>	UTILITY WORKER II	0.00	0.00	0.00	4,342.00	29,876.87	29,876.87	-29,876.87	0.00 %
<a href="#">205-305-439011</a>	SEASONAL HELP	50,000.00	50,000.00	19,707.28	2,537.74	3,123.02	22,830.30	27,169.70	45.66 %
<a href="#">205-305-450100</a>	OVERTIME	8,000.00	8,000.00	3,217.95	0.00	1,302.66	4,520.61	3,479.39	56.51 %
<a href="#">205-305-450500</a>	CAREER RECOGNITION PAY	0.00	0.00	3,633.73	499.17	5,897.54	9,531.27	-9,531.27	0.00 %
<a href="#">205-305-470000</a>	ASSOCIATED PAYROLL COSTS	374,085.00	374,085.00	165,852.61	17,050.62	179,498.68	345,351.29	28,733.71	92.32 %
	<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>1,029,397.00</b>	<b>1,029,397.00</b>	<b>418,757.42</b>	<b>45,783.00</b>	<b>465,961.08</b>	<b>884,718.50</b>	<b>144,678.50</b>	<b>85.95 %</b>
	<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
<a href="#">205-305-500110</a>	CONTRACTUAL & PROFESSIONAL SERVICE	46,000.00	46,000.00	8,084.32	1,974.94	10,437.04	18,521.36	27,478.64	40.26 %
<a href="#">205-305-520130</a>	OPERATIONS, MAINTENANCE & REPAIRS	600,000.00	600,000.00	253,365.19	6,652.07	172,203.61	425,568.80	174,431.20	70.93 %
<a href="#">205-305-520172</a>	STREET LIGHT MAINTENANCE	200,000.00	200,000.00	79,349.76	7,324.78	87,060.30	166,410.06	33,589.94	83.21 %
<a href="#">205-305-520176</a>	TRAFFIC SIGNAL MAINTENANCE	16,000.00	16,000.00	5,999.63	1,766.26	7,436.30	13,435.93	2,564.07	83.97 %
<a href="#">205-305-520178</a>	STREET SIGN MAINTENANCE	100,000.00	100,000.00	30,250.70	0.00	27,347.65	57,598.35	42,401.65	57.60 %
<a href="#">205-305-520320</a>	FLEET FUEL, MAINTENANCE & REPAIR	65,000.00	65,000.00	16,649.72	1,725.33	20,970.73	37,620.45	27,379.55	57.88 %
<a href="#">205-305-520400</a>	OFFICE SUPPLIES & EQUIPMENT	5,000.00	5,000.00	1,214.38	167.91	1,359.79	2,574.17	2,425.83	51.48 %
<a href="#">205-305-540220</a>	TRAVEL, CONFERENCES & TRAINING	5,000.00	5,000.00	0.00	0.00	45.84	45.84	4,954.16	0.92 %
<a href="#">205-305-540300</a>	SMALL TOOLS, EQUIPMENT & SAFETY SUP	40,000.00	40,000.00	2,617.61	2,330.46	12,769.82	15,387.43	24,612.57	38.47 %
<a href="#">205-305-540400</a>	DUMPING, HAULING, GARBAGE	5,000.00	5,000.00	4,972.00	0.00	2,091.60	7,063.60	-2,063.60	141.27 %
<a href="#">205-305-560100</a>	UTILITIES	2,500.00	2,500.00	644.56	50.39	621.23	1,265.79	1,234.21	50.63 %
	<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>1,084,500.00</b>	<b>1,084,500.00</b>	<b>403,147.87</b>	<b>21,992.14</b>	<b>342,343.91</b>	<b>745,491.78</b>	<b>339,008.22</b>	<b>68.74 %</b>
	<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
<a href="#">205-305-660100</a>	EQUIPMENT REPLACEMENT RESERVES	622,000.00	622,000.00	85,725.60	0.00	0.00	85,725.60	536,274.40	13.78 %
<a href="#">205-305-675056</a>	BIKEWAY & SIDEWALK IMPROVEMENT	90,175.00	90,175.00	0.00	97,670.00	97,670.00	97,670.00	-7,495.00	108.31 %
<a href="#">205-305-676050</a>	SYSTEM IMPROVEMENTS & PROJECTS	1,490,964.00	1,490,964.00	128,063.60	19,553.29	931,267.41	1,059,331.01	431,632.99	71.05 %
<a href="#">205-305-678090</a>	RESERVE FROM SDC'S	550,570.00	550,570.00	0.00	0.00	0.00	0.00	550,570.00	0.00 %
	<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>	<b>2,753,709.00</b>	<b>2,753,709.00</b>	<b>213,789.20</b>	<b>117,223.29</b>	<b>1,028,937.41</b>	<b>1,242,726.61</b>	<b>1,510,982.39</b>	<b>45.13 %</b>
	<b>Department: 305 - ROAD AND STREET Total:</b>	<b>4,867,606.00</b>	<b>4,867,606.00</b>	<b>1,035,694.49</b>	<b>184,998.43</b>	<b>1,837,242.40</b>	<b>2,872,936.89</b>	<b>1,994,669.11</b>	<b>59.02 %</b>
	<b>Department: 920 - TRANSFER OUT</b>								
	<b>RptCategory: 89 - TRANSFERS OUT</b>								
<a href="#">205-920-899100</a>	TRANSFER OUT TO GENERAL FUND	458,255.00	458,255.00	176,444.00	128,599.53	277,066.17	453,510.17	4,744.83	98.96 %
<a href="#">205-920-899730</a>	TRANSFER OUT TO SEWER FUND	278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	47,450.26	82.96 %
<a href="#">205-920-899740</a>	TRANSFER OUT TO WATER	278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	47,450.26	82.96 %
<a href="#">205-920-899750</a>	TRANSFER OUT TO STORM	278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	47,450.26	82.96 %
	<b>RptCategory: 89 - TRANSFERS OUT Total:</b>	<b>1,293,470.00</b>	<b>1,293,470.00</b>	<b>529,433.00</b>	<b>293,105.55</b>	<b>616,941.39</b>	<b>1,146,374.39</b>	<b>147,095.61</b>	<b>88.63 %</b>
	<b>Department: 920 - TRANSFER OUT Total:</b>	<b>1,293,470.00</b>	<b>1,293,470.00</b>	<b>529,433.00</b>	<b>293,105.55</b>	<b>616,941.39</b>	<b>1,146,374.39</b>	<b>147,095.61</b>	<b>88.63 %</b>

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Department: 990 - CONTINGENCY

RptCategory: 90 - OTHER

205-990-910000

CONTINGENCY FUNDS

RptCategory: 90 - OTHER Total:

Department: 990 - CONTINGENCY Total:

Expense Total:

Fund: 205 - ROAD AND STREET FUND Surplus (Deficit):

Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance	
						Favorable (Unfavorable)	Percent Used
400,000.00	400,000.00	0.00	0.00	0.00	0.00	400,000.00	0.00 %
400,000.00	400,000.00	0.00	0.00	0.00	0.00	400,000.00	0.00 %
400,000.00	400,000.00	0.00	0.00	0.00	0.00	400,000.00	0.00 %
6,561,076.00	6,561,076.00	1,565,127.49	478,103.98	2,454,183.79	4,019,311.28	2,541,764.72	61.26 %
0.00	0.00	338,693.70	-174,192.97	-849,638.71	-510,945.01	-510,945.01	0.00 %



	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 228 - POLICE LEVY FUND</b>								
<b>Revenue</b>								
<b>Department: 000 - UNDESIGNATED / NON DEPARTMENTAL</b>								
<b>RptType: 3000 - BEG FUND BAL.</b>								
<u>228-000-309999</u>	BEGINNING FUND BALANCE	140,000.00	140,000.00	0.00	0.00	0.00	-140,000.00	0.00 %
	<b>RptType: 3000 - BEG FUND BAL. Total:</b>	<b>140,000.00</b>	<b>140,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-140,000.00</b>	<b>0.00 %</b>
<b>RptType: 3100 - LOCAL TAXES</b>								
<u>228-000-310020</u>	CURRENT LEVY TAX	1,416,016.00	1,416,016.00	16,476.82	721,415.06	1,419,688.44	3,672.44	100.26 %
<u>228-000-310050</u>	PRIOR YEAR TAXES	16,000.00	16,000.00	501.83	7,880.47	13,729.65	-2,270.35	85.81 %
	<b>RptType: 3100 - LOCAL TAXES Total:</b>	<b>1,432,016.00</b>	<b>1,432,016.00</b>	<b>16,978.65</b>	<b>729,295.53</b>	<b>1,433,418.09</b>	<b>1,402.09</b>	<b>100.10 %</b>
<b>RptType: 3301 - INTEREST</b>								
<u>228-000-330100</u>	INTEREST	2,000.00	2,000.00	384.31	5,276.93	7,017.72	5,017.72	350.89 %
	<b>RptType: 3301 - INTEREST Total:</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>384.31</b>	<b>5,276.93</b>	<b>7,017.72</b>	<b>5,017.72</b>	<b>350.89 %</b>
	<b>Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:</b>	<b>1,574,016.00</b>	<b>1,574,016.00</b>	<b>17,362.96</b>	<b>734,572.46</b>	<b>1,440,435.81</b>	<b>-133,580.19</b>	<b>91.51 %</b>
	<b>Revenue Total:</b>	<b>1,574,016.00</b>	<b>1,574,016.00</b>	<b>17,362.96</b>	<b>734,572.46</b>	<b>1,440,435.81</b>	<b>-133,580.19</b>	<b>91.51 %</b>
<b>Expense</b>								
<b>Department: 245 - POLICE LEVY</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
<u>228-245-432160</u>	POLICE OFFICER	167,808.00	167,808.00	8,478.86	98,511.96	193,978.45	-26,170.45	115.60 %
<u>228-245-432165</u>	SCHOOL RESOURCE OFFICER	167,808.00	167,808.00	0.00	85,051.32	175,947.70	-8,139.70	104.85 %
<u>228-245-432180</u>	MUNICIPAL ORDINANCE SPECIALIST	138,070.00	138,070.00	4,874.00	57,024.51	125,364.51	12,705.49	90.80 %
<u>228-245-432195</u>	EXECUTIVE ASSISTANT	148,644.00	148,644.00	6,407.00	76,893.24	148,872.84	-228.84	100.15 %
<u>228-245-450100</u>	OVERTIME	40,000.00	40,000.00	2,446.30	24,674.00	39,429.93	570.07	98.57 %
<u>228-245-450200</u>	HOLIDAY PAY	8,000.00	8,000.00	0.00	2,638.30	3,596.75	4,403.25	44.96 %
<u>228-245-450300</u>	PROFICIENCY PAY	52,860.00	52,860.00	1,529.07	24,234.22	44,742.20	8,117.80	84.64 %
<u>228-245-450500</u>	CAREER RECOGNITION PAY	3,428.00	3,428.00	193.30	4,039.12	6,791.70	-3,363.70	198.12 %
<u>228-245-470000</u>	ASSOCIATED PAYROLL COSTS	471,308.00	471,308.00	15,956.82	230,381.60	491,951.15	-20,643.15	104.38 %
	<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>1,197,926.00</b>	<b>1,197,926.00</b>	<b>39,885.35</b>	<b>603,448.27</b>	<b>1,230,675.23</b>	<b>-32,749.23</b>	<b>102.73 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
<u>228-245-500110</u>	CONTRACTUAL SERVICES	0.00	0.00	0.00	8,972.00	8,972.00	-8,972.00	0.00 %
<u>228-245-500498</u>	SHARE COST CCOM DISPATCH	152,250.00	152,250.00	0.00	7,481.00	140,185.92	12,064.08	92.08 %
<u>228-245-510032</u>	SRO EXPENSES	4,000.00	4,000.00	800.00	3,334.68	4,895.30	-895.30	122.38 %
<u>228-245-510040</u>	K-9 EXPENSES	14,000.00	14,000.00	255.96	6,061.66	9,630.36	4,369.64	68.79 %
<u>228-245-510041</u>	SWAT PROGRAM	8,200.00	8,200.00	0.00	3,959.96	3,959.96	4,240.04	48.29 %
	<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>178,450.00</b>	<b>178,450.00</b>	<b>1,055.96</b>	<b>29,809.30</b>	<b>167,643.54</b>	<b>10,806.46</b>	<b>93.94 %</b>
	<b>Department: 245 - POLICE LEVY Total:</b>	<b>1,376,376.00</b>	<b>1,376,376.00</b>	<b>40,941.31</b>	<b>633,257.57</b>	<b>1,398,318.77</b>	<b>-21,942.77</b>	<b>101.59 %</b>

Budget Report

For Fiscal: 2022-2023 Period Ending: 06/30/2023

Department: 920 - TRANSFER OUT RptCategory: 89 - TRANSFERS OUT <u>228-920-899100</u>	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance	
							Favorable (Unfavorable)	Percent Used
TRANSFER OUT TO GENERAL FUND	133,842.00	133,842.00	53,052.00	40,395.00	80,790.00	133,842.00	0.00	100.00 %
<b>RptCategory: 89 - TRANSFERS OUT Total:</b>	<b>133,842.00</b>	<b>133,842.00</b>	<b>53,052.00</b>	<b>40,395.00</b>	<b>80,790.00</b>	<b>133,842.00</b>	<b>0.00</b>	<b>100.00 %</b>
Department: 920 - TRANSFER OUT Total:	133,842.00	133,842.00	53,052.00	40,395.00	80,790.00	133,842.00	0.00	100.00 %
Department: 990 - CONTINGENCY RptCategory: 90 - OTHER <u>228-990-910000</u>	63,798.00	63,798.00	0.00	0.00	0.00	0.00	63,798.00	0.00 %
<b>RptCategory: 90 - OTHER Total:</b>	<b>63,798.00</b>	<b>63,798.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>63,798.00</b>	<b>0.00 %</b>
Department: 990 - CONTINGENCY Total:	63,798.00	63,798.00	0.00	0.00	0.00	0.00	63,798.00	0.00 %
<b>Expense Total:</b>	<b>1,574,016.00</b>	<b>1,574,016.00</b>	<b>818,113.20</b>	<b>81,336.31</b>	<b>714,047.57</b>	<b>1,532,160.77</b>	<b>41,855.23</b>	<b>97.34 %</b>
<b>Fund: 228 - POLICE LEVY FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-112,249.85</b>	<b>-63,973.35</b>	<b>20,524.89</b>	<b>-91,724.96</b>	<b>-91,724.96</b>	<b>0.00 %</b>

Budget Report

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	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 229 - FIRE LEVY FUND</b>								
<b>Revenue</b>								
<b>Department: 000 - UNDESIGNATED / NON DEPARTMENTAL</b>								
<b>RptType: 3000 - BEG FUND BAL.</b>								
229-000-309999	BEGINNING FUND BALANCE	255,000.00	0.00	0.00	0.00	0.00	-255,000.00	0.00 %
<b>RptType: 3000 - BEG FUND BAL. Total:</b>		<b>255,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-255,000.00</b>	<b>0.00 %</b>
<b>Department: 3100 - LOCAL TAXES</b>								
<b>RptType: 3100 - LOCAL TAXES</b>								
229-000-310020	CURRENT LEVY TAX	645,536.00	318,059.71	7,505.08	328,599.64	646,659.35	1,123.35	100.17 %
229-000-310050	PRIOR YEAR TAXES	8,000.00	2,664.27	228.58	3,589.51	6,253.78	-1,746.22	78.17 %
<b>RptType: 3100 - LOCAL TAXES Total:</b>		<b>653,536.00</b>	<b>320,723.98</b>	<b>7,733.66</b>	<b>332,189.15</b>	<b>652,913.13</b>	<b>-622.87</b>	<b>99.90 %</b>
<b>Department: 3301 - INTEREST</b>								
<b>RptType: 3301 - INTEREST</b>								
229-000-330100	INTEREST	5,000.00	2,419.02	626.66	17,528.56	19,947.58	14,947.58	398.95 %
<b>RptType: 3301 - INTEREST Total:</b>		<b>5,000.00</b>	<b>2,419.02</b>	<b>626.66</b>	<b>17,528.56</b>	<b>19,947.58</b>	<b>14,947.58</b>	<b>398.95 %</b>
<b>Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:</b>		<b>913,536.00</b>	<b>323,143.00</b>	<b>8,360.32</b>	<b>349,717.71</b>	<b>672,860.71</b>	<b>-240,675.29</b>	<b>73.65 %</b>
<b>Revenue Total:</b>		<b>913,536.00</b>	<b>323,143.00</b>	<b>8,360.32</b>	<b>349,717.71</b>	<b>672,860.71</b>	<b>-240,675.29</b>	<b>73.65 %</b>
<b>Expense</b>								
<b>Department: 255 - FIRE LEVY</b>								
<b>RptCategory: 40 - PERSONNEL SERVICES</b>								
229-255-432230	TRAINING CAPTAIN	208,666.00	78,981.62	0.00	0.00	78,981.62	129,684.38	37.85 %
229-255-439010	PART TIME	49,508.00	0.00	0.00	0.00	0.00	49,508.00	0.00 %
229-255-470000	ASSOCIATED PAYROLL COSTS	155,388.00	63,558.29	0.00	0.00	63,558.29	91,829.71	40.90 %
<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>		<b>413,562.00</b>	<b>142,539.91</b>	<b>0.00</b>	<b>0.00</b>	<b>142,539.91</b>	<b>271,022.09</b>	<b>34.47 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
229-255-500110	CONTRACTUAL & PROFESSIONAL SERVICE	20,000.00	0.00	0.00	571,537.25	571,537.25	-551,537.25	2,857.69 %
229-255-520126	SCBA & TURNSOUT MAINTENANCE	20,000.00	4,428.65	0.00	0.00	4,428.65	15,571.35	22.14 %
229-255-520365	EQUIPMENT TESTING & SERVICE	20,000.00	5,262.10	0.00	0.00	5,262.10	14,737.90	26.31 %
229-255-520400	OFFICE SUPPLIES & EQUIPMENT	6,000.00	5,082.87	0.00	0.00	5,082.87	917.13	84.71 %
229-255-560110	CELL PHONES, PAGERS, RADIOS	6,000.00	0.00	0.00	0.00	0.00	6,000.00	0.00 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>		<b>72,000.00</b>	<b>14,773.62</b>	<b>0.00</b>	<b>571,537.25</b>	<b>586,310.87</b>	<b>-514,310.87</b>	<b>814.32 %</b>
<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
229-255-660116	FIRE APPARATUS	100,000.00	0.00	0.00	0.00	0.00	100,000.00	0.00 %
229-255-660120	FIRE, EMS & EXTRICATION EQUIPMENT	102,000.00	5,377.30	0.00	0.00	5,377.30	96,622.70	5.27 %
229-255-661012	TURN-OUTS & SCBA RESERVE	105,000.00	0.00	0.00	0.00	0.00	105,000.00	0.00 %
<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>		<b>307,000.00</b>	<b>5,377.30</b>	<b>0.00</b>	<b>0.00</b>	<b>5,377.30</b>	<b>301,622.70</b>	<b>1.75 %</b>
<b>Department: 255 - FIRE LEVY Total:</b>		<b>792,562.00</b>	<b>162,690.83</b>	<b>0.00</b>	<b>571,537.25</b>	<b>734,228.08</b>	<b>58,333.92</b>	<b>92.64 %</b>

**Budget Report**

For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance	
							Favorable (Unfavorable)	Percent Used
Department: 920 - TRANSFER OUT								
RptCategory: 89 - TRANSFERS OUT								
TRANSFER OUT TO GENERAL FUND	71,611.00	71,611.00	25,843.00	0.00	0.00	25,843.00	45,768.00	36.09 %
RptCategory: 89 - TRANSFERS OUT Total:	<b>71,611.00</b>	<b>71,611.00</b>	<b>25,843.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,843.00</b>	<b>45,768.00</b>	<b>36.09 %</b>
Department: 920 - TRANSFER OUT Total:	<b>71,611.00</b>	<b>71,611.00</b>	<b>25,843.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,843.00</b>	<b>45,768.00</b>	<b>36.09 %</b>
Department: 990 - CONTINGENCY								
RptCategory: 90 - OTHER								
CONTINGENCY FUNDS	49,363.00	49,363.00	0.00	0.00	0.00	0.00	49,363.00	0.00 %
RptCategory: 90 - OTHER Total:	<b>49,363.00</b>	<b>49,363.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>49,363.00</b>	<b>0.00 %</b>
Department: 990 - CONTINGENCY Total:	<b>49,363.00</b>	<b>49,363.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>49,363.00</b>	<b>0.00 %</b>
Expense Total:	<b>913,536.00</b>	<b>913,536.00</b>	<b>188,533.83</b>	<b>0.00</b>	<b>571,537.25</b>	<b>760,071.08</b>	<b>153,464.92</b>	<b>83.20 %</b>
Fund: 229 - FIRE LEVY FUND Surplus (Deficit):	<b>0.00</b>	<b>0.00</b>	<b>134,609.17</b>	<b>8,360.32</b>	<b>-221,819.54</b>	<b>-87,210.37</b>	<b>-87,210.37</b>	<b>0.00 %</b>

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 390 - URBAN RENEWAL FUND</b>								
<b>Revenue</b>								
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL								
RptType: 3000 - BEG FUND BAL.								
390-000-309999	2,240,000.00	2,240,000.00	0.00	0.00	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	0.00	0.00	-2,240,000.00	0.00 %
RptType: 3100 - LOCAL TAXES								
390-000-310010	2,074,839.00	2,074,839.00	1,000,746.17	23,922.16	1,047,406.88	2,048,153.05	-26,685.95	98.71 %
390-000-310050	30,000.00	30,000.00	9,300.59	733.10	11,453.19	20,753.78	-9,246.22	69.18 %
RptType: 3100 - LOCAL TAXES Total:	2,104,839.00	2,104,839.00	1,010,046.76	24,655.26	1,058,860.07	2,068,906.83	-35,932.17	98.29 %
RptType: 3150 - GRANTS								
390-000-315080	26,000.00	26,000.00	0.00	0.00	0.00	0.00	-26,000.00	0.00 %
RptType: 3150 - GRANTS Total:	26,000.00	26,000.00	0.00	0.00	0.00	0.00	-26,000.00	0.00 %
RptType: 3301 - INTEREST								
390-000-330100	0.00	0.00	16,089.98	9,952.13	83,655.38	99,745.36	99,745.36	0.00 %
RptType: 3301 - INTEREST Total:	0.00	0.00	16,089.98	9,952.13	83,655.38	99,745.36	99,745.36	0.00 %
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	4,370,839.00	4,370,839.00	1,026,136.74	34,607.39	1,142,515.45	2,168,652.19	-2,202,186.81	49.62 %
Revenue Total:	4,370,839.00	4,370,839.00	1,026,136.74	34,607.39	1,142,515.45	2,168,652.19	-2,202,186.81	49.62 %
<b>Expense</b>								
Department: 410 - URBAN RENEWAL								
RptCategory: 50 - MATERIAL AND SERVICES								
390-410-500110	154,000.00	194,000.00	1,832.63	424.63	161,215.11	163,047.74	30,952.26	84.05 %
390-410-500120	15,000.00	15,000.00	7,650.00	0.00	7,500.00	15,150.00	-150.00	101.00 %
390-410-530000	30,000.00	30,000.00	0.00	0.00	30,000.00	30,000.00	0.00	100.00 %
RptCategory: 50 - MATERIAL AND SERVICES Total:	199,000.00	239,000.00	9,482.63	424.63	198,715.11	208,197.74	30,802.26	87.11 %
RptCategory: 70 - DEBT SERVICE								
390-410-730030	929,881.00	929,881.00	458,092.00	0.00	471,789.00	929,881.00	0.00	100.00 %
390-410-730040	147,235.00	147,235.00	80,454.04	0.00	66,666.46	147,120.50	114.50	99.92 %
RptCategory: 70 - DEBT SERVICE Total:	1,077,116.00	1,077,116.00	538,546.04	0.00	538,455.46	1,077,001.50	114.50	99.99 %
RptCategory: 89 - TRANSFERS OUT								
TRANSFER OUT TO GENERAL FUND	490,814.00	490,814.00	245,403.57	0.00	245,369.93	490,773.50	40.50	99.99 %
RptCategory: 89 - TRANSFERS OUT Total:	490,814.00	490,814.00	245,403.57	0.00	245,369.93	490,773.50	40.50	99.99 %
Department: 410 - URBAN RENEWAL Total:	1,766,930.00	1,806,930.00	793,432.24	424.63	982,540.50	1,775,972.74	30,957.26	98.29 %

**Budget Report**

For Fiscal: 2022-2023 Period Ending: 06/30/2023

Department: 990 - CONTINGENCY  
 RptCategory: 90 - OTHER

390-990-910000	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance	
							Favorable (Unfavorable)	Percent Used
CONTINGENCY FUNDS								
RptCategory: 90 - OTHER Total:								
	2,603,909.00	2,563,909.00	0.00	0.00	0.00	0.00	2,563,909.00	0.00 %
	2,603,909.00	2,563,909.00	0.00	0.00	0.00	0.00	2,563,909.00	0.00 %
Department: 990 - CONTINGENCY Total:								
	2,603,909.00	2,563,909.00	0.00	0.00	0.00	0.00	2,563,909.00	0.00 %
Expense Total:								
	4,370,839.00	4,370,839.00	793,432.24	424.63	982,540.50	1,775,972.74	2,594,866.26	40.63 %
Fund: 390 - URBAN RENEWAL FUND Surplus (Deficit):								
	0.00	0.00	232,704.50	34,182.76	159,974.95	392,679.45	392,679.45	0.00 %

Fund: 730 - SEWER FUND		Original	Current	2021-2022	June	2022-2023	Total Activity	Variance	Percent
Revenue		Total Budget	Total Budget	Activity	Activity	Activity		Favorable	Used
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL								(Unfavorable)	
RptType: 3000 - BEG FUND BAL.									
730-000-309999		2,320,000.00	2,320,000.00	0.00	0.00	0.00	0.00	-2,320,000.00	0.00 %
BEGINNING FUND BALANCE		2,320,000.00	2,320,000.00	0.00	0.00	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	0.00	0.00	-2,320,000.00	0.00 %
RptType: 3140 - CHARGES FOR SERVICES									
730-000-314050		1,785,000.00	1,785,000.00	851,417.88	75,410.74	898,337.16	1,749,755.04	-35,244.96	98.03 %
OAK LODGE SANITARY		1,785,000.00	1,785,000.00	851,417.88	75,410.74	898,337.16	1,749,755.04	-35,244.96	98.03 %
730-000-314055		6,050,000.00	6,050,000.00	3,005,894.90	265,025.17	3,140,148.47	6,146,043.37	96,043.37	101.59 %
TRI-CITY SERVICE DISTRICT		6,050,000.00	6,050,000.00	3,005,894.90	265,025.17	3,140,148.47	6,146,043.37	96,043.37	101.59 %
730-000-314080		10,000.00	10,000.00	0.00	0.00	0.00	0.00	-10,000.00	0.00 %
CONNECTION FEES		10,000.00	10,000.00	0.00	0.00	0.00	0.00	-10,000.00	0.00 %
RptType: 3140 - CHARGES FOR SERVICES Total:		7,845,000.00	7,845,000.00	3,857,312.78	340,435.91	4,038,485.63	7,895,798.41	50,798.41	100.65 %
RptType: 3141 - SDC									
730-000-314110		20,000.00	20,000.00	5,849.28	0.00	15,182.83	21,032.11	1,032.11	105.16 %
SEWER SDCS		20,000.00	20,000.00	5,849.28	0.00	15,182.83	21,032.11	1,032.11	105.16 %
730-000-314111		0.00	0.00	243.72	0.00	1,444.49	1,688.21	1,688.21	0.00 %
SDC Reimbursement Fee		0.00	0.00	243.72	0.00	1,444.49	1,688.21	1,688.21	0.00 %
RptType: 3141 - SDC Total:		20,000.00	20,000.00	6,093.00	0.00	16,627.32	22,720.32	2,720.32	113.60 %
RptType: 3600 - MISCELLANEOUS									
730-000-360000		4,000.00	4,000.00	2,385.00	100.00	44,309.25	46,694.25	42,694.25	1,167.36 %
ALL OTHER SEWER RECEIPTS		4,000.00	4,000.00	2,385.00	100.00	44,309.25	46,694.25	42,694.25	1,167.36 %
RptType: 3600 - MISCELLANEOUS Total:		4,000.00	4,000.00	2,385.00	100.00	44,309.25	46,694.25	42,694.25	1,167.36 %
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:		10,189,000.00	10,189,000.00	3,865,790.78	340,535.91	4,099,422.20	7,965,212.98	-2,223,787.02	78.17 %
Department: 910 - TRANSFER IN									
RptType: 3990 - TRANSFERS IN									
730-910-399105		1,210,000.00	1,210,000.00	0.00	0.00	0.00	0.00	-1,210,000.00	0.00 %
OPERATING TRANSFERS IN-ARPA RES, FU		1,210,000.00	1,210,000.00	0.00	0.00	0.00	0.00	-1,210,000.00	0.00 %
730-910-399205		278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	-47,450.26	82.96 %
TRANSFER IN FROM ROAD & STREET FUN		278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	-47,450.26	82.96 %
RptType: 3990 - TRANSFERS IN Total:		1,488,405.00	1,488,405.00	117,663.00	54,835.34	113,291.74	230,954.74	-1,257,450.26	15.52 %
Department: 910 - TRANSFER IN Total:		1,488,405.00	1,488,405.00	117,663.00	54,835.34	113,291.74	230,954.74	-1,257,450.26	15.52 %
Revenue Total:		11,677,405.00	11,677,405.00	3,983,453.78	395,371.25	4,212,713.94	8,196,167.72	-3,481,237.28	70.19 %
Expense									
Department: 703 - SEWER									
RptCategory: 40 - PERSONNEL SERVICES									
730-703-431500		30,606.00	30,606.00	14,500.35	1,256.50	15,024.86	29,525.21	1,080.79	96.47 %
ACCOUNTING CLERK		30,606.00	30,606.00	14,500.35	1,256.50	15,024.86	29,525.21	1,080.79	96.47 %
730-703-437049		46,111.00	46,111.00	22,960.78	2,087.40	25,048.80	48,009.58	-1,898.58	104.12 %
PUBLIC WORKS DIRECTOR		46,111.00	46,111.00	22,960.78	2,087.40	25,048.80	48,009.58	-1,898.58	104.12 %
730-703-437050		70,147.00	70,147.00	35,677.70	2,220.24	30,730.70	66,408.40	3,738.60	94.67 %
PUBLIC WORKS SUPERVISOR		70,147.00	70,147.00	35,677.70	2,220.24	30,730.70	66,408.40	3,738.60	94.67 %
730-703-437051		44,817.00	44,817.00	0.00	2,294.31	16,165.14	16,165.14	28,651.86	36.07 %
PW UTILITIES MANAGER		44,817.00	44,817.00	0.00	2,294.31	16,165.14	16,165.14	28,651.86	36.07 %
730-703-437055		46,564.00	46,564.00	22,819.96	2,398.98	29,074.66	51,894.62	-5,330.62	111.45 %
PW ADMIN ASSISTANT		46,564.00	46,564.00	22,819.96	2,398.98	29,074.66	51,894.62	-5,330.62	111.45 %
730-703-437070		129,372.00	129,372.00	72,784.22	0.00	31,443.25	104,227.47	25,144.53	80.56 %
UTILITY WORKER, JOURNEY		129,372.00	129,372.00	72,784.22	0.00	31,443.25	104,227.47	25,144.53	80.56 %
730-703-437071		117,444.00	117,444.00	51,660.65	8,334.54	95,434.35	147,095.00	-29,651.00	125.25 %
UTILITY WORKER II		117,444.00	117,444.00	51,660.65	8,334.54	95,434.35	147,095.00	-29,651.00	125.25 %
730-703-439011		40,000.00	40,000.00	15,160.21	0.00	0.00	15,160.21	24,839.79	37.90 %
SEASONAL HELP		40,000.00	40,000.00	15,160.21	0.00	0.00	15,160.21	24,839.79	37.90 %
730-703-450100		10,000.00	10,000.00	2,088.02	0.00	1,510.43	3,598.45	6,401.55	35.98 %
OVERTIME		10,000.00	10,000.00	2,088.02	0.00	1,510.43	3,598.45	6,401.55	35.98 %
730-703-450500		0.00	0.00	2,441.51	157.06	2,763.35	5,204.86	-5,204.86	0.00 %
CAREER RECOGNITION PAY		0.00	0.00	2,441.51	157.06	2,763.35	5,204.86	-5,204.86	0.00 %

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
730-703-470000	287,061.00	287,061.00	135,230.30	11,477.48	148,047.58	283,277.88	3,783.12	98.68 %
<b>RptCategory: 40 - PERSONNEL SERVICES Total:</b>	<b>822,122.00</b>	<b>822,122.00</b>	<b>375,323.70</b>	<b>30,226.51</b>	<b>395,243.12</b>	<b>770,566.82</b>	<b>51,555.18</b>	<b>93.73 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
730-703-500110	61,000.00	61,000.00	18,526.97	983.18	9,918.95	28,445.92	32,554.08	46.63 %
730-703-500452	10,000.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00 %
730-703-500456	1,128,937.00	1,128,937.00	531,782.22	95,529.92	573,179.52	1,104,961.74	23,975.26	97.88 %
730-703-500458	2,738,092.00	2,738,092.00	1,327,826.80	117,693.20	1,393,085.35	2,720,912.15	17,179.85	99.37 %
730-703-520120	36,000.00	36,000.00	33,013.18	4,362.49	36,414.04	69,427.22	-33,427.22	192.85 %
730-703-520130	115,000.00	115,000.00	23,054.57	608.99	23,144.63	46,199.20	68,800.80	40.17 %
730-703-520320	55,000.00	55,000.00	24,925.73	1,224.71	31,861.33	56,787.06	-1,787.06	103.25 %
730-703-520400	8,000.00	8,000.00	1,983.93	299.06	2,710.06	4,693.99	3,306.01	58.67 %
730-703-520430	16,000.00	16,000.00	8,042.14	681.72	8,927.29	16,969.43	-969.43	106.06 %
730-703-540200	0.00	0.00	0.00	0.00	433.29	433.29	-433.29	0.00 %
730-703-540220	5,000.00	5,000.00	970.26	0.00	1,301.15	2,271.41	2,728.59	45.43 %
730-703-540300	20,000.00	20,000.00	9,206.76	43.05	4,589.67	13,796.43	6,203.57	68.98 %
730-703-540400	5,500.00	5,500.00	4,777.90	0.00	2,091.81	6,869.71	-1,369.71	124.90 %
730-703-560100	6,500.00	6,500.00	1,334.49	105.20	1,307.29	2,641.78	3,858.22	40.64 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>4,205,029.00</b>	<b>4,205,029.00</b>	<b>1,985,444.95</b>	<b>221,531.52</b>	<b>2,088,964.38</b>	<b>4,074,409.33</b>	<b>130,619.67</b>	<b>96.89 %</b>
<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
730-703-660100	665,000.00	665,000.00	0.00	0.00	15,000.00	15,000.00	650,000.00	2.26 %
730-703-676050	4,471,761.00	4,471,761.00	318,404.54	44,016.85	292,431.25	610,835.79	3,860,925.21	13.66 %
730-703-678090	393,964.00	393,964.00	0.00	0.00	0.00	0.00	393,964.00	0.00 %
<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>	<b>5,530,725.00</b>	<b>5,530,725.00</b>	<b>318,404.54</b>	<b>44,016.85</b>	<b>307,431.25</b>	<b>625,835.79</b>	<b>4,904,889.21</b>	<b>11.32 %</b>
<b>Department: 703 - SEWER Total:</b>	<b>10,557,876.00</b>	<b>10,557,876.00</b>	<b>2,679,173.19</b>	<b>295,774.88</b>	<b>2,791,638.75</b>	<b>5,470,811.94</b>	<b>5,087,064.06</b>	<b>51.82 %</b>
<b>Department: 920 - TRANSFER OUT</b>								
<b>RptCategory: 89 - TRANSFERS OUT</b>								
730-920-899100	288,604.00	288,604.00	94,264.00	93,668.50	200,592.00	294,856.00	-6,252.00	102.17 %
730-920-899205	430,925.00	430,925.00	192,866.00	100,487.05	201,924.25	394,790.25	36,134.75	91.61 %
<b>RptCategory: 89 - TRANSFERS OUT Total:</b>	<b>719,529.00</b>	<b>719,529.00</b>	<b>287,130.00</b>	<b>194,155.55</b>	<b>402,516.25</b>	<b>689,646.25</b>	<b>29,882.75</b>	<b>95.85 %</b>
<b>Department: 920 - TRANSFER OUT Total:</b>	<b>719,529.00</b>	<b>719,529.00</b>	<b>287,130.00</b>	<b>194,155.55</b>	<b>402,516.25</b>	<b>689,646.25</b>	<b>29,882.75</b>	<b>95.85 %</b>
<b>Department: 990 - CONTINGENCY</b>								
<b>RptCategory: 90 - OTHER</b>								
730-990-910000	400,000.00	400,000.00	0.00	0.00	0.00	0.00	400,000.00	0.00 %
<b>RptCategory: 90 - OTHER Total:</b>	<b>400,000.00</b>	<b>400,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>400,000.00</b>	<b>0.00 %</b>
<b>Department: 990 - CONTINGENCY Total:</b>	<b>400,000.00</b>	<b>400,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>400,000.00</b>	<b>0.00 %</b>
<b>Expense Total:</b>	<b>11,677,405.00</b>	<b>11,677,405.00</b>	<b>2,966,303.19</b>	<b>489,930.43</b>	<b>3,194,155.00</b>	<b>6,160,458.19</b>	<b>5,516,946.81</b>	<b>52.76 %</b>
<b>Fund: 730 - SEWER FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>1,017,150.59</b>	<b>-94,559.18</b>	<b>1,018,558.94</b>	<b>2,035,709.53</b>	<b>2,035,709.53</b>	<b>0.00 %</b>



	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 740 - WATER FUND</b>								
<b>Revenue</b>								
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL								
RptType: 3000 - BEG FUND BAL.								
740-000-309999	3,868,000.00	3,868,000.00	0.00	0.00	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	0.00	0.00	-3,868,000.00	0.00 %
RptType: 3140 - CHARGES FOR SERVICES								
740-000-314060	5,200,000.00	5,200,000.00	2,587,611.93	248,323.15	2,735,243.65	5,322,855.58	122,855.58	102.36 %
740-000-314080	10,000.00	10,000.00	548.02	0.00	0.00	548.02	-9,451.98	5.48 %
RptType: 3140 - CHARGES FOR SERVICES Total:	5,210,000.00	5,210,000.00	2,588,159.95	248,323.15	2,735,243.65	5,323,403.60	113,403.60	102.18 %
RptType: 3141 - SDC								
740-000-314110	50,000.00	50,000.00	0.00	0.00	0.00	0.00	-50,000.00	0.00 %
RptType: 3141 - SDC Total:	50,000.00	50,000.00	0.00	0.00	0.00	0.00	-50,000.00	0.00 %
RptType: 3600 - MISCELLANEOUS								
740-000-360000	0.00	0.00	0.00	0.00	1,050.00	1,050.00	1,050.00	0.00 %
RptType: 3600 - MISCELLANEOUS Total:	0.00	0.00	0.00	0.00	1,050.00	1,050.00	1,050.00	0.00 %
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	9,128,000.00	9,128,000.00	2,588,159.95	248,323.15	2,736,293.65	5,324,453.60	-3,803,546.40	58.33 %
Department: 910 - TRANSFER IN								
RptType: 3990 - TRANSFERS IN								
740-910-399205	278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	-47,450.26	82.96 %
RptType: 3990 - TRANSFERS IN Total:	278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	-47,450.26	82.96 %
Department: 910 - TRANSFER IN Total:	278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	-47,450.26	82.96 %
Revenue Total:	9,406,405.00	9,406,405.00	2,705,822.95	303,158.49	2,849,585.39	5,555,408.34	-3,850,996.66	59.06 %
<b>Expense</b>								
Department: 704 - WATER								
RptCategory: 40 - PERSONNEL SERVICES								
740-704-431500	36,727.00	36,727.00	17,400.42	1,507.80	18,029.85	35,430.27	1,296.73	96.47 %
740-704-437049	46,111.00	46,111.00	22,960.78	2,087.40	25,048.80	48,009.58	-1,898.58	104.12 %
740-704-437050	72,273.00	72,273.00	36,612.81	2,287.52	31,631.45	68,244.26	4,028.74	94.43 %
740-704-437051	44,817.00	44,817.00	0.00	2,275.56	16,033.89	16,033.89	28,783.11	35.78 %
740-704-437055	46,564.00	46,564.00	22,819.96	2,398.98	29,074.66	51,894.62	-5,330.62	111.45 %
740-704-437070	145,818.00	145,818.00	57,655.71	6,109.00	72,736.64	130,392.35	15,425.65	89.42 %
740-704-437071	238,650.00	238,650.00	45,761.69	7,233.68	86,276.20	132,037.89	106,612.11	55.33 %
740-704-439011	40,000.00	40,000.00	5,119.76	0.00	0.00	5,119.76	34,880.24	12.80 %
740-704-450100	10,000.00	10,000.00	1,349.11	118.36	1,257.17	2,606.28	7,393.72	26.06 %
740-704-450500	0.00	0.00	345.30	220.83	1,560.15	1,905.45	-1,905.45	0.00 %
740-704-470000	434,079.00	434,079.00	103,820.26	13,617.16	166,058.91	269,879.17	164,199.83	62.17 %
RptCategory: 40 - PERSONNEL SERVICES Total:	1,115,039.00	1,115,039.00	313,845.80	37,856.29	447,707.72	761,553.52	353,485.48	68.30 %

**Budget Report**

**For Fiscal: 2022-2023 Period Ending: 06/30/2023**

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>RptCategory: 50 - MATERIAL AND SERVICES</b>								
740-704-500110	71,000.00	71,000.00	40,523.92	5,703.07	27,718.75	68,242.67	2,757.33	96.12 %
740-704-500240	65,000.00	65,000.00	27,507.41	2,380.50	28,561.17	56,068.58	8,931.42	86.26 %
740-704-500425	1,300,000.00	1,300,000.00	530,318.62	58,942.15	581,348.62	1,111,667.24	188,332.76	85.51 %
740-704-520120	36,000.00	36,000.00	32,313.38	4,362.51	34,769.25	67,082.63	-31,082.63	186.34 %
740-704-520130	300,000.00	300,000.00	96,836.92	20,299.19	76,042.60	172,879.52	127,120.48	57.63 %
740-704-520162	40,000.00	40,000.00	12,581.00	1,750.00	11,802.11	24,383.11	15,616.89	60.96 %
740-704-520165	40,000.00	40,000.00	0.00	0.00	918.50	918.50	39,081.50	2.30 %
740-704-520310	0.00	0.00	-158.12	158.12	-141.88	-300.00	300.00	0.00 %
740-704-520320	45,000.00	45,000.00	18,994.30	1,169.39	18,926.43	37,920.73	7,079.27	84.27 %
740-704-520400	6,000.00	6,000.00	2,015.64	331.48	2,814.96	4,830.60	1,169.40	80.51 %
740-704-520430	16,000.00	16,000.00	8,042.14	681.72	8,927.29	16,969.43	-969.43	106.06 %
740-704-540200	0.00	0.00	0.00	0.00	433.42	433.42	-433.42	0.00 %
740-704-540220	10,000.00	10,000.00	1,822.26	0.00	1,730.20	3,552.46	6,447.54	35.52 %
740-704-540300	20,000.00	20,000.00	10,264.78	43.02	14,644.88	24,909.66	-4,909.66	124.55 %
740-704-540400	10,000.00	10,000.00	8,170.29	0.00	3,000.00	11,170.29	-1,170.29	111.70 %
740-704-560100	55,000.00	55,000.00	20,758.29	1,867.57	20,748.77	41,507.06	13,492.94	75.47 %
	<b>2,014,000.00</b>	<b>2,014,000.00</b>	<b>809,990.83</b>	<b>97,688.72</b>	<b>832,245.07</b>	<b>1,642,235.90</b>	<b>371,764.10</b>	<b>81.54 %</b>
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>								
<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
740-704-660100	279,000.00	279,000.00	0.00	0.00	0.00	0.00	279,000.00	0.00 %
740-704-676050	3,960,425.00	3,960,425.00	78,226.55	0.00	0.00	78,226.55	3,882,198.45	1.98 %
740-704-678090	609,610.00	609,610.00	0.00	0.00	0.00	0.00	609,610.00	0.00 %
	<b>4,849,035.00</b>	<b>4,849,035.00</b>	<b>78,226.55</b>	<b>0.00</b>	<b>0.00</b>	<b>78,226.55</b>	<b>4,770,808.45</b>	<b>1.61 %</b>
<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>								
<b>RptCategory: 70 - DEBT SERVICE</b>								
740-704-720040	331,000.00	331,000.00	165,000.00	0.00	166,000.00	331,000.00	0.00	100.00 %
740-704-730040	27,235.00	27,235.00	13,621.90	0.00	11,979.00	25,600.90	1,634.10	94.00 %
	<b>358,235.00</b>	<b>358,235.00</b>	<b>178,621.90</b>	<b>0.00</b>	<b>177,979.00</b>	<b>356,600.90</b>	<b>1,634.10</b>	<b>99.54 %</b>
	Department: 704 - WATER Total: 8,336,309.00 1,380,685.08 135,545.01 1,457,931.79 2,838,616.87 5,497,692.13 34.05 %							
<b>Department: 920 - TRANSFER OUT</b>								
<b>RptCategory: 89 - TRANSFERS OUT</b>								
740-920-899100	388,096.00	388,096.00	142,686.00	112,953.00	245,411.00	388,097.00	-1.00	100.00 %
740-920-899205	282,000.00	282,000.00	129,408.00	61,267.50	136,762.20	266,170.20	15,829.80	94.39 %
	<b>670,096.00</b>	<b>670,096.00</b>	<b>272,094.00</b>	<b>174,220.50</b>	<b>382,173.20</b>	<b>654,267.20</b>	<b>15,828.80</b>	<b>97.64 %</b>
	Department: 920 - TRANSFER OUT Total: 670,096.00 272,094.00 174,220.50 382,173.20 654,267.20 15,828.80 97.64 %							

Budget Report

For Fiscal: 2022-2023 Period Ending: 06/30/2023

Department: 990 - CONTINGENCY

RptCategory: 90 - OTHER

740-990-910000

CONTINGENCY FUNDS

RptCategory: 90 - OTHER Total:

Department: 990 - CONTINGENCY Total:

Expense Total:

Fund: 740 - WATER FUND Surplus (Deficit):

Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance	
						Favorable (Unfavorable)	Percent Used
400,000.00	400,000.00	0.00	0.00	0.00	0.00	400,000.00	0.00 %
400,000.00	400,000.00	0.00	0.00	0.00	0.00	400,000.00	0.00 %
400,000.00	400,000.00	0.00	0.00	0.00	0.00	400,000.00	0.00 %
9,406,405.00	9,406,405.00	1,652,779.08	309,765.51	1,840,104.99	3,492,884.07	5,913,520.93	37.13 %
0.00	0.00	1,053,043.87	-6,607.02	1,009,480.40	2,062,524.27	2,062,524.27	0.00 %

Budget Report

For Fiscal: 2022-2023 Period Ending: 06/30/2023

Fund: 750 - STORM WATER FUND		Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
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	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	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	924,970.21	81,857.54	956,724.75	1,881,694.96	-16,305.04	99.14 %
RptType: 3140 - CHARGES FOR SERVICES Total:		1,898,000.00	1,898,000.00	924,970.21	81,857.54	956,724.75	1,881,694.96	-16,305.04	99.14 %
RptType: 3141 - SDC									
750-000-314110	STORMWATER SDC'S	11,000.00	11,000.00	0.00	0.00	0.00	0.00	-11,000.00	0.00 %
RptType: 3141 - SDC Total:		11,000.00	11,000.00	0.00	0.00	0.00	0.00	-11,000.00	0.00 %
RptType: 3600 - MISCELLANEOUS									
750-000-360000	ALL OTHER STORM FUND RESOURCES	0.00	0.00	0.00	0.00	41,174.24	41,174.24	41,174.24	0.00 %
RptType: 3600 - MISCELLANEOUS Total:		0.00	0.00	0.00	0.00	41,174.24	41,174.24	41,174.24	0.00 %
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:		2,949,000.00	2,949,000.00	924,970.21	81,857.54	997,898.99	1,922,869.20	-1,026,130.80	65.20 %
Department: 910 - TRANSFER IN									
RptType: 3990 - TRANSFERS IN									
750-910-399205	TRANSFER IN FROM ROAD & STREET FUN	278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	-47,450.26	82.96 %
RptType: 3990 - TRANSFERS IN Total:		278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	-47,450.26	82.96 %
Department: 910 - TRANSFER IN Total:		278,405.00	278,405.00	117,663.00	54,835.34	113,291.74	230,954.74	-47,450.26	82.96 %
Revenue Total:		3,227,405.00	3,227,405.00	1,042,633.21	136,692.88	1,111,190.73	2,153,823.94	-1,073,581.06	66.74 %
Expense									
Department: 705 - PUBLIC WORKS DIRECTOR									
RptCategory: 40 - PERSONNEL SERVICES									
750-705-431500	ACCOUNTING CLERK	30,606.00	30,606.00	14,500.34	1,256.50	15,024.86	29,525.20	1,080.80	96.47 %
750-705-437049	PUBLIC WORKS DIRECTOR	46,111.00	46,111.00	22,960.76	2,087.40	25,048.80	48,009.56	-1,898.56	104.12 %
750-705-437050	PUBLIC WORKS SUPERVISOR	70,147.00	70,147.00	35,517.64	2,220.24	30,633.74	66,151.38	3,995.62	94.30 %
750-705-437051	PW UTILITIES MANAGER	44,817.00	44,817.00	0.00	2,294.29	16,165.00	16,165.00	28,652.00	36.07 %
750-705-437055	PW ADMIN ASSISTANT	46,564.00	46,564.00	22,819.79	2,398.96	29,074.32	51,894.11	-5,330.11	111.45 %
750-705-437070	UTILITY WORKER, JOURNEY	0.00	0.00	55,192.77	0.00	35.00	55,227.77	-55,227.77	0.00 %
750-705-437071	UTILITY WORKER II	103,980.00	103,980.00	0.00	0.00	11,261.29	11,261.29	92,718.71	10.83 %
750-705-439011	SEASONAL HELP	40,000.00	40,000.00	14,508.00	0.00	0.00	14,508.00	25,492.00	36.27 %
750-705-450100	OVERTIME	5,000.00	5,000.00	1,394.19	0.00	909.56	2,303.75	2,696.25	46.08 %
750-705-450500	CAREER RECOGNITION PAY	0.00	0.00	335.17	131.73	1,222.32	1,557.49	-1,557.49	0.00 %
750-705-470000	ASSOCIATED PAYROLL COSTS	180,486.00	180,486.00	79,144.74	6,958.08	81,516.20	160,660.94	19,825.06	89.02 %
RptCategory: 40 - PERSONNEL SERVICES Total:		567,711.00	567,711.00	246,373.40	17,347.20	210,891.09	457,264.49	110,446.51	80.55 %
RptCategory: 50 - MATERIAL AND SERVICES									
750-705-500110	CONTRACTUAL & PROFESSIONAL SERVICE	41,000.00	41,000.00	25,566.47	2,643.20	18,874.78	44,441.25	-3,441.25	108.39 %

**Budget Report**

For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
750-705-520120	36,000.00	36,000.00	33,015.52	4,363.17	36,416.77	69,432.29	-33,432.29	192.87 %
750-705-520130	65,000.00	65,000.00	30,140.13	10.61	15,034.68	45,174.81	19,825.19	69.50 %
750-705-520320	20,000.00	20,000.00	21,079.98	147.26	8,399.36	29,479.34	-9,479.34	147.40 %
750-705-520400	5,000.00	5,000.00	1,983.66	331.47	2,750.99	4,734.65	265.35	94.69 %
750-705-520430	16,000.00	16,000.00	8,044.57	681.91	8,929.98	16,974.55	-974.55	106.09 %
750-705-540220	4,000.00	4,000.00	96.34	0.00	612.52	708.86	3,291.14	17.72 %
750-705-540300	11,000.00	11,000.00	7,557.24	43.07	4,699.91	12,257.15	-1,257.15	111.43 %
750-705-540400	5,000.00	5,000.00	2,197.81	0.00	2,091.59	4,289.40	710.60	85.79 %
750-705-560100	3,000.00	3,000.00	644.59	50.40	621.25	1,265.84	1,734.16	42.19 %
<b>RptCategory: 50 - MATERIAL AND SERVICES Total:</b>	<b>206,000.00</b>	<b>206,000.00</b>	<b>130,326.31</b>	<b>8,271.09</b>	<b>98,431.83</b>	<b>228,758.14</b>	<b>-22,758.14</b>	<b>111.05 %</b>
<b>RptCategory: 60 - CAPITAL OUTLAY</b>								
750-705-660100	115,000.00	115,000.00	0.00	0.00	15,000.00	15,000.00	100,000.00	13.04 %
750-705-676050	1,803,500.00	1,803,500.00	186,939.76	13,592.94	204,073.52	391,013.28	1,412,486.72	21.68 %
<b>RptCategory: 60 - CAPITAL OUTLAY Total:</b>	<b>1,918,500.00</b>	<b>1,918,500.00</b>	<b>186,939.76</b>	<b>13,592.94</b>	<b>219,073.52</b>	<b>406,013.28</b>	<b>1,512,486.72</b>	<b>21.16 %</b>
<b>Department: 705 - PUBLIC WORKS DIRECTOR Total:</b>	<b>2,692,211.00</b>	<b>2,692,211.00</b>	<b>563,639.47</b>	<b>39,211.23</b>	<b>528,396.44</b>	<b>1,092,035.91</b>	<b>1,600,175.09</b>	<b>40.56 %</b>
<b>Department: 920 - TRANSFER OUT</b>								
<b>RptCategory: 89 - TRANSFERS OUT</b>								
750-920-899100	231,094.00	231,094.00	67,286.00	72,152.50	163,810.00	231,096.00	-2.00	100.00 %
750-920-899205	104,100.00	104,100.00	46,248.00	24,263.15	47,836.25	94,084.25	10,015.75	90.38 %
<b>RptCategory: 89 - TRANSFERS OUT Total:</b>	<b>335,194.00</b>	<b>335,194.00</b>	<b>113,534.00</b>	<b>96,415.65</b>	<b>211,646.25</b>	<b>325,180.25</b>	<b>10,013.75</b>	<b>97.01 %</b>
<b>Department: 920 - TRANSFER OUT Total:</b>	<b>335,194.00</b>	<b>335,194.00</b>	<b>113,534.00</b>	<b>96,415.65</b>	<b>211,646.25</b>	<b>325,180.25</b>	<b>10,013.75</b>	<b>97.01 %</b>
<b>Department: 990 - CONTINGENCY</b>								
<b>RptCategory: 90 - OTHER</b>								
750-990-910000	200,000.00	200,000.00	0.00	0.00	0.00	0.00	200,000.00	0.00 %
<b>RptCategory: 90 - OTHER Total:</b>	<b>200,000.00</b>	<b>200,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200,000.00</b>	<b>0.00 %</b>
<b>Department: 990 - CONTINGENCY Total:</b>	<b>200,000.00</b>	<b>200,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200,000.00</b>	<b>0.00 %</b>
<b>Expense Total:</b>	<b>3,227,405.00</b>	<b>3,227,405.00</b>	<b>677,173.47</b>	<b>135,626.88</b>	<b>740,042.69</b>	<b>1,417,216.16</b>	<b>1,810,188.84</b>	<b>43.91 %</b>
<b>Fund: 750 - STORM WATER FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>365,459.74</b>	<b>1,066.00</b>	<b>371,148.04</b>	<b>736,607.78</b>	<b>736,607.78</b>	<b>0.00 %</b>

Budget Report

For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	2021-2022 Activity	June Activity	2022-2023 Activity	Total Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 801 - MUNICIPAL COURT TRUST FUND</b>								
<b>Revenue</b>								
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL								
RptType: 3000 - BEG FUND BAL.								
BEGINNING FUND BALANCE	40,000.00	40,000.00	0.00	0.00	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	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	350,730.31	29,232.16	304,821.87	655,552.18	-79,447.82	89.19 %
801-000-326030 CLACKAMAS COUNTY FINES/FEES	22,000.00	22,000.00	14,867.79	1,439.51	13,223.50	28,091.29	6,091.29	127.69 %
801-000-326040 STATE OF OREGON FINES/FEES	85,000.00	85,000.00	56,534.36	5,650.86	49,885.25	106,369.61	21,369.61	125.14 %
801-000-326050 RESTITUTION	3,000.00	3,000.00	0.00	100.00	100.00	100.00	-2,900.00	3.33 %
801-000-326060 BOND	5,000.00	5,000.00	-5,234.94	-3,508.51	-10,949.01	-16,183.95	-21,183.95	323.68 %
RptType: 3260 - FINES AND FORFEITURES Total:	850,000.00	850,000.00	416,897.52	32,914.02	357,031.61	773,929.13	-76,070.87	91.05 %
RptType: 3600 - MISCELLANEOUS								
801-000-360000 ALL OTHER COURT FEES	0.00	0.00	140.00	-1,681.68	503.50	643.50	643.50	0.00 %
RptType: 3600 - MISCELLANEOUS Total:	0.00	0.00	140.00	-1,681.68	503.50	643.50	643.50	0.00 %
Department: 000 - UNDESIGNATED / NON DEPARTMENTAL Total:	890,000.00	890,000.00	417,037.52	31,232.34	357,535.11	774,572.63	-115,427.37	87.03 %
Revenue Total:	890,000.00	890,000.00	417,037.52	31,232.34	357,535.11	774,572.63	-115,427.37	87.03 %
<b>Expense</b>								
Department: 220 - COURT								
RptCategory: 50 - MATERIAL AND SERVICES								
801-220-500500 CITY OF GLADSTONE FINES & FEES	735,000.00	735,000.00	291,037.69	26,848.61	325,597.10	616,634.79	118,365.21	83.90 %
801-220-500510 CLACKAMAS COUNTY FINES & FEES	22,000.00	22,000.00	14,314.84	1,156.46	13,461.68	27,776.52	-5,776.52	126.26 %
801-220-500520 STATE OF OREGON FINES & FEES	85,000.00	85,000.00	88,200.89	5,034.36	50,535.89	138,736.78	-53,736.78	163.22 %
801-220-500530 RESTITUTION	3,000.00	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00 %
801-220-500540 BOND - COURT	5,000.00	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00 %
801-220-500550 ALL OTHER FEES & FINES	0.00	0.00	140.00	0.00	368.50	508.50	-508.50	0.00 %
RptCategory: 50 - MATERIAL AND SERVICES Total:	850,000.00	850,000.00	393,693.42	33,039.43	389,963.17	783,656.59	66,343.41	92.19 %
Department: 220 - COURT Total:	850,000.00	850,000.00	393,693.42	33,039.43	389,963.17	783,656.59	66,343.41	92.19 %
Department: 990 - CONTINGENCY								
RptCategory: 90 - OTHER								
801-990-910000 CONTINGENCY FUNDS	40,000.00	40,000.00	0.00	0.00	0.00	0.00	40,000.00	0.00 %
RptCategory: 90 - OTHER Total:	40,000.00	40,000.00	0.00	0.00	0.00	0.00	40,000.00	0.00 %
Department: 990 - CONTINGENCY Total:	40,000.00	40,000.00	0.00	0.00	0.00	0.00	40,000.00	0.00 %
Expense Total:	890,000.00	890,000.00	393,693.42	33,039.43	389,963.17	783,656.59	106,343.41	88.05 %
Fund: 801 - MUNICIPAL COURT TRUST FUND Surplus (Deficit):	0.00	0.00	23,344.10	-1,807.09	-32,428.06	-9,083.96	-9,083.96	0.00 %
Report Surplus (Deficit):	0.00	0.00	7,421,940.07	-232,818.00	832,628.85	8,254,568.92	8,254,568.92	0.00 %

### Fund Summary

Fund	Original Budget		Current Budget		2021-2022		2022-2023		Variance Favorable (Unfavorable)	
	Total	Budget	Total	Budget	Activity	June Activity	Activity	Total Activity	Total Activity	(Unfavorable)
100 - GENERAL FUND	0.00	0.00	0.00	0.00	4,369,184.25	74,712.53	-628,482.06	3,740,702.19	3,740,702.19	3,740,702.19
105 - AMERICAN RESCUE PLAN R	0.00	0.00	0.00	0.00	0.00	-10,000.00	-14,690.00	-14,690.00	-14,690.00	-14,690.00
205 - ROAD AND STREET FUND	0.00	0.00	0.00	0.00	338,693.70	-174,192.97	-849,638.71	-510,945.01	-510,945.01	-510,945.01
228 - POLICE LEVY FUND	0.00	0.00	0.00	0.00	-112,249.85	-63,973.35	20,524.89	-91,724.96	-91,724.96	-91,724.96
229 - FIRE LEVY FUND	0.00	0.00	0.00	0.00	134,609.17	8,360.32	-221,819.54	-87,210.37	-87,210.37	-87,210.37
390 - URBAN RENEWAL FUND	0.00	0.00	0.00	0.00	232,704.50	34,182.76	159,974.95	392,679.45	392,679.45	392,679.45
730 - SEWER FUND	0.00	0.00	0.00	0.00	1,017,150.59	-94,559.18	1,018,558.94	2,035,709.53	2,035,709.53	2,035,709.53
740 - WATER FUND	0.00	0.00	0.00	0.00	1,053,043.87	-6,607.02	1,009,480.40	2,062,524.27	2,062,524.27	2,062,524.27
750 - STORM WATER FUND	0.00	0.00	0.00	0.00	365,459.74	1,066.00	371,148.04	736,607.78	736,607.78	736,607.78
801 - MUNICIPAL COURT TRUST	0.00	0.00	0.00	0.00	23,344.10	-1,807.09	-32,428.06	-9,083.96	-9,083.96	-9,083.96
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,421,940.07</b>	<b>-232,818.00</b>	<b>832,628.85</b>	<b>8,254,568.92</b>	<b>8,254,568.92</b>	<b>8,254,568.92</b>





## CHECK REGISTER FOR JUNE 2023

Check Date	Check No.	Vendor	Amount	Line Item Description
06/01/2023	369	Amy Lindgren Law, LLC	3,000.00	Municipal Judge - CT
06/01/2023	370	Ian Jeffrey Slavin	400.00	Indigent Defense - CT
06/01/2023	371	Jill Tate	337.50	Transcription - Admin
06/01/2023	372	Lundquist, Kyndre	3,500.00	Prosecutor Service - CT
06/01/2023	373	Metereaders	2,380.50	Meter Reading - PW
06/01/2023	374	Nancy McDonald	7,035.00	HR Consulting - Admin
06/01/2023	93452	American Medical Response	400.00	Blood Draws - PD
06/01/2023	93453	Cascade Form Systems	348.00	Business Card Printing - Admin
06/01/2023	93454	Cathy Rowe Arts	5,000.00	Mural Painting - Admin
06/01/2023	93455	City of West Linn	40.00	CCA Dinner - Admin
06/01/2023	93456	Crafco, Inc.	6,616.00	Road Maintenance Supplies - PW
06/01/2023	93457	Curtis, L. N. Co.	2,659.90	Uniforms - PD
06/01/2023	93458	Elena S. Bell	150.00	Translation Service - CT
06/01/2023	93459	Gold Wrench	1,322.60	Vehicle Maintenance - PD
06/01/2023	93460	Keith's Sporting Goods Inc	1,868.20	Firearms - PD
06/01/2023	93461	Northwest Natural Gas	645.55	Natural Gas Usage - All Depts
06/01/2023	93462	Office Depot	72.15	Summer Program Supplies - Rec
06/01/2023	93463	Point Emblems	1,170.00	Border Coins - PD
06/01/2023	93464	Portland General Electric	6,729.59	Electric Usage - All Depts.
06/01/2023	93465	Spiritual Assembly of The Bahais	200.00	Rental Deposit Refund - SC
06/01/2023	93466	Water Environment Services	30,000.00	CCTV Van - PW
06/05/2023	93467 - 93473	UB Refunds	452.30	UB Refunds - PW
06/08/2023	375	Amazon Capital Services	598.00	Wireless Headsets - CT
06/08/2023	376	P & C Construction	62,163.00	Public Works Building - Admin
06/08/2023	377	Shiels Obletz Johnsen	7,543.49	Public Works Building - Admin
06/08/2023	93474	Aramark	88.36	Mat Rental - PW
06/08/2023	93475	BMS Technologies	2,045.35	Utility Bill Printing/Mailing - PW
06/08/2023	93476	Brian Lowry Trucking LLC	7,250.00	Materials Hauling - PW
06/08/2023	93477	Clackamas County Finance Department	5,908.66	Signal Maint/Planning/Trolley - PW/Admin
06/08/2023	93478	Comcast	52.55	Digital TV Receivers - PD
06/08/2023	93479	Kristi Walls	139.90	Training Per Diem - PD
06/08/2023	93480	Leeway Engineering Solutions LLC	15,206.58	I & I Project Costs - PW
06/08/2023	93481	Lori Bell	3,500.00	Tourism Promotion - Admin
06/08/2023	93482	Northwest Success, Inc.	2,253.31	Janitorial Service - PW
06/08/2023	93483	Oak Lodge Water Services	1,280.78	Water Purchases - PW
06/08/2023	93484	Pamplin Media Group	2,273.01	Newsletter/Publication Printing - Admin
06/08/2023	93485	Pioneer Animal Hospital	163.15	K9 Expense - PD
06/08/2023	93486	Portland General Electric	6,695.98	Street Light Electricity - PW
06/08/2023	93487	Smith-Wagar Brucker Consulting Inc.	10,091.25	Financial Services - Admin
06/08/2023	93488	Stericycle	316.87	Shredding Service - PD
06/08/2023	93489	Verizon Wireless	2,476.63	Cell Phones/Data Lines - IT
06/08/2023	93490	Water Environment Services	117,679.25	Sewer Billing - PW
06/08/2023	93491	Wilsonville Lock & Security	122.85	Monitoring - PW
06/08/2023	93492 - 93501	Juror Checks	104.44	Juror Checks - Ct
06/13/2023	93502	Clackamas County Health & Human Svc.	50.00	Temp. Restaurant Permit
06/13/2023	93503	Clackamas County Health & Human Svc.	50.00	Temp. Restaurant Permit
06/15/2023	378	Beery Elsner & Hammond LLP	6,567.62	Legal Fees - Admin
06/15/2023	379	Ian Jeffrey Slavin	2,050.00	Indigent Defense - CT
06/15/2023	380	Satcom Global Ltd.	42.75	Satellite Phone Access - PD
06/15/2023	93504	Accurate Electric of Oregon I	411.00	Webster Service Call - PW
06/15/2023	93505	Buel's Impressions Printing	350.00	Form Printing - PD
06/15/2023	93506	Code Publishing Inc.	1,204.00	Municipal Code Web Update - Admin
06/15/2023	93507	The Garden Corner	499.20	Flower Basket Watering - Admin
06/15/2023	93508	Mountain View Kennel	96.00	K9 Boarding - PD
06/15/2023	93509	Office Depot	261.32	Office Supplies - Admin
06/15/2023	93510	PORAC Legal Defense Fund	342.00	Legal Defense Fund - PD
06/15/2023	93511	SAIF Corporation	85,335.34	FY 23-24 Workers' Comp Premium - Admin
06/15/2023	93512	SiteOne Landscape Supply	571.18	Irrigation Repairs - PW

## CHECK REGISTER FOR JUNE 2023

Check Date	Check No.	Vendor	Amount	Line Item Description
06/15/2023	93513	Stein Oil Co. Inc.	4,618.48	Gasoline - PD/PW
06/15/2023	93514	Stitch n' Embroidery Inc.	120.00	Logo Embroidery - Admin
06/15/2023	93515	Swank Motion Pictures, Inc.	510.00	Movie Use License - Admin
06/15/2023	93516	Trio Community Meals	1,514.44	Nutrition Supplies - SC
06/15/2023	93517	Washington Federal	178,167.80	Debt Service - Admin
06/20/2023	381	3J Consulting, Inc.	7,508.00	Planning Services - Admin
06/20/2023	382	8x8, Inc.	1,702.46	Phone Service - IT
06/20/2023	383	Beery Elsner & Hammond LLP	7,498.40	Legal Fees - Admin
06/20/2023	93518	AXON Enterprise, Inc.	15,120.00	Taser Certification - PD
06/20/2023	93519	BHGAH Gladstone, LLC	20,000.00	Pump Station Settlement - Admin
06/20/2023	93520	Bravo Land Care & Maintenance	945.00	Landscape Maintenance - PW
06/20/2023	93521	Cintas First Aid Lockbox	275.57	First Aid Supplies/Water Svc - PD/Admin/PW/S
06/20/2023	93522	Clackamas County Finance Department	12,792.83	Dispatch/Signal Maint - PD/PW
06/20/2023	93523	Curtis, L. N. Co.	1,038.95	Unitforms - PD
06/20/2023	93524	Ecolab Institutional Inc.	1,171.12	Commercial Dishwasher Supplies - SC
06/20/2023	93525	Jal Duncan Photography	58.00	Portraits - PD
06/20/2023	93526	Lance D. Quaranto PC	500.00	Indigent Defense - CT
06/20/2023	93527	Lexipol LLC	1,462.60	PoliceOne Academy - PD
06/20/2023	93528	Net Transcripts, Inc.	89.55	Transcription - PD
06/20/2023	93529	North Clackamas County	43,503.25	Water Purchases - PW
06/20/2023	93530	One Call Concepts Inc	98.00	Utility Locates - PW
06/20/2023	93531	One Diversified LLC	2,771.60	Council Chambers Recorder - IT
06/20/2023	93532	Oregon DMV	4.00	Driving Records - PD
06/20/2023	93533	Oregon Patrol Service	3,281.00	Court/Parks/Meetings Security - CT/PD/Admin
06/20/2023	93534	Pet Waste Eliminator	600.00	Pet Waste Bags - PW
06/20/2023	93535	Portland Sign Company	1,701.49	Pole Banners - Admin
06/20/2023	93536	Quadient Finance, USA	1,080.50	Postage - Admin/CT/PD/PW
06/20/2023	93537	Quadient Leasing USA Inc.	416.55	Postage Meter Lease - Admin/CT/PD/PW
06/20/2023	93538	Sisul Engineering	3,698.50	Engineering Services - PW
06/20/2023	93539	SiteOne Landscape Supply	48.14	Irrigation Repairs - PW
06/20/2023	93540	TransUnion Risk and Alternative	75.00	Data Research - PD
06/20/2023	93541	Tyler Technologies, Inc.	3,755.45	Annual Software Maintenance - CT
06/20/2023	93542	VenTek International	1,312.70	Annual Parking Kiosk Fee - PW
06/28/2023	384	US Bank Corporate Payments	46,563.07	P-Card Purchases - All Depts.
06/29/2023	93543	Petty Cash for Senior Center	75.49	Garden Supplies - SC
06/29/2023	385	CIS Trust	1,121.00	GASB 75 Valuation - Admin
06/29/2023	386	Clackamas Fire District #1	39,802.11	Reimbursable Expenses - Admin
06/29/2023	387	Leeway Engineering Solutions LLC	21,085.84	I & I Project Costs - PW
06/29/2023	388	Lundquist, Kyndre	3,500.00	Prosecutor Service - CT
06/29/2023	389	Metereaders	2,380.50	Meter Reading - PW
06/29/2023	390	Nancy McDonald	4,165.00	HR Consulting - Admin
06/29/2023	93544	Allstream	181.56	Land Lines - PW
06/29/2023	93545	American Medical Response	400.00	Blood Draws - PD
06/29/2023	93546	Buel's Impressions Printing	39.00	Business Card Printing - PD
06/29/2023	93547	Canon Financial Services, Inc.	1,446.39	Copier Leases/Usage - IT
06/29/2023	93548	Cascade Form Systems	75.75	Business Card Printing - PW
06/29/2023	93549	Clackamas County Clerk	123.00	Property Use Recording - Admin
06/29/2023	93550	Conсор North America, Inc.	4,320.75	Professional Fees - Levy Review - PD
06/29/2023	93551	Edginton Properties	375.00	Reserved Parking Space - PD
06/29/2023	93552	ICMA Membership Renewals	1,200.00	Annual Dues - Admin
06/29/2023	93553	Insight Public Sector	1,115.70	Wireless Services Fee - PD
06/29/2023	93554	K & L Industries	7,598.00	SC Parking Lot Coating/Striping - PW
06/29/2023	93555	Kittelsohn & Associates	180.90	Webster/Cason Design - PW
06/29/2023	93556	Kristi Walls	278.16	Conference Reimbursement - PD
06/29/2023	93557	Lori Bell	2,300.00	Tourism Promotion - Admin
06/29/2023	93558	Multnomah County Clean Water Coalition	1,000.00	Contribution - PW
06/29/2023	93559	North Clackamas Chamber of Commerce	495.00	Annual Dues - Admin
06/29/2023	93560	Northwest Family Services	10,000.00	Food Pantry Support - Admin

**CHECK REGISTER FOR JUNE 2023**

<b>Check Date</b>	<b>Check No.</b>	<b>Vendor</b>	<b>Amount</b>	<b>Line Item Description</b>
06/29/2023	93561	Northwest Natural Gas	435.15	Natural Gas Usage - All Depts
06/29/2023	93562	Pacific Mobile Structures, Inc.	532.00	Portable Building Rental - PW
06/29/2023	93563	Pamplin Media Group	355.50	Budget Meeting Publication - Admin
06/29/2023	93564	Paramount Pest Control Inc	165.00	Pest Control - PW
06/29/2023	93565	San Diego Police Equipment Co. Inc.	11,476.02	Ammunition - PD
06/29/2023	93566	Stoneside Blinds & Shades	10,864.50	SC Blind Replacement - PW
06/29/2023	93567	Trout Unlimited	200.00	Rental Deposit Refund - SC
06/29/2023	93568	United States Postal Service	1,214.96	Newsletter Postage - Admin
06/29/2023	93569	Vortex Industries, LLC	5,763.65	SC Door Replacement Project - PW
06/29/2023	93570	WorkSAFE Service Inc	57.00	Drug Testing
06/30/2023	391	CIS Trust	62,924.02	Monthly Health Insurance
06/30/2023	392	HRA VEBA Plan	3,375.12	Employer VEBA contribution
06/30/2023	393	MissionSquare Retirement	9,170.24	Voluntary Payroll Deferred Comp
06/30/2023	93571	Axa Equi-Vest	8,162.26	Voluntary Payroll Deferred Comp
06/30/2023	93572	Clackamas Community Federal Credit Union	1,076.74	GPA Union Dues
06/30/2023	93573	Equitable	1,403.83	Non-PERS Retirement Pmt
06/30/2023	93574	Equitable Financial Life Insurance Co.	86.00	Non-PERS Retirement Pmt
06/30/2023	93575	Oregon AFSCME Council #75	1,123.35	AFSCME Union Dues
06/30/2023	93576	Oregon Department of Justice/Child Support	286.00	Child Support
Total General Fund Payments			<u>\$ 1,006,044.05</u>	
<u>Urban Renewal Fund Checks:</u>				
06/13/2023	5542	Pamplin Media	105.01	Budget Meeting Publication
06/13/2023	5543	League of Oregon Cities	237.00	Training
06/29/2023	5544	Pamplin Media	182.00	Budget Meeting Publication
Total June 2023 Payments			<u><u>\$ 1,006,568.06</u></u>	





**ATTORNEY CHARGES**

<b>Attorneys:</b>	<b>July, 2022</b>	<b>Aug, 2022</b>	<b>Sept, 2022</b>	<b>Oct, 2022</b>	<b>Nov, 2022</b>	<b>Dec, 2022</b>	<b>Totals</b>
City Charter	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Elections	-	725.06	427.50	-	-	-	1,152.56
Finance	-	-	-	-	-	-	-
General	570.00	285.00	484.50	1,657.80	-	87.20	3,084.50
Meeting Attendance	-	-	-	-	-	-	-
Governance/City Council	399.00	484.50	57.00	714.60	285.00	138.50	2,078.60
Meeting Attendance	399.00	959.50	541.50	1,045.00	1,624.50	1,102.00	5,671.50
Intergovernmental	85.50	-	85.50	142.50	28.50	-	342.00
Meeting Attendance	-	228.00	-	-	-	-	228.00
Land Use/ Community Development	-	798.00	2,793.00	4,122.25	285.00	2,109.00	10,107.25
Meeting Attendance	-	-	-	-	-	-	-
Parks & Recreation	-	-	-	-	-	-	-
Personnel/Labor	-	-	-	-	-	-	-
GPA	57.00	1,813.00	2,014.50	2,808.25	2,695.30	570.00	9,958.05
City Administration	513.00	802.10	494.76	646.00	484.50	-	2,940.36
Personnel Handbook	-	-	-	-	-	-	-
Meeting Attendance	-	2,356.00	-	-	-	-	2,356.00
Public Records & Meetings	142.50	284.00	-	-	-	28.50	455.00
Public Safety	57.00	2,481.04	28.50	1,415.90	606.00	281.00	4,869.44
Public Works	997.50	57.00	790.00	861.66	142.50	1,111.50	3,960.16
Public Works Facility Project	973.49	1,503.50	1,681.50	-	-	28.50	4,186.99
Real Property Transactions	-	-	171.00	-	-	-	171.00
Risk Management/Litigation	-	285.00	-	-	-	-	285.00
Rights of Way-Telecommunications	-	-	-	-	2,437.50	-	2,437.50
Urban Renewal	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 4,193.99</b>	<b>\$ 13,061.70</b>	<b>\$ 9,569.26</b>	<b>\$ 13,413.96</b>	<b>\$ 8,588.80</b>	<b>\$ 5,456.20</b>	<b>\$ 54,283.91</b>

<b>Attorneys:</b>	<b>Jan, 2023</b>	<b>Feb, 2023</b>	<b>Mar, 2023</b>	<b>Apr, 2023</b>	<b>May, 2023</b>	<b>June, 2023</b>	<b>Totals for Year</b>
City Charter	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Elections	-	-	-	-	-	318.00	1,470.56
Finance	-	-	-	-	-	-	-
General	549.00	114.00	142.50	171.00	1,257.50	415.50	5,734.00
Meeting Attendance	-	-	-	-	-	-	-
Governance/City Council	802.50	370.50	342.00	902.36	199.50	484.50	5,179.96
Meeting Attendance	3,457.72	655.50	1,329.86	1,111.50	484.50	627.00	13,337.58
Intergovernmental	-	-	-	-	171.00	-	513.00
Meeting Attendance	-	-	-	-	-	-	228.00
Land Use/ Community Development	723.01	1,054.65	1,197.00	2,110.70	3,040.00	1,816.50	20,049.11
Meeting Attendance	-	855.00	484.50	541.50	-	-	1,881.00
Parks & Recreation	342.00	-	171.00	655.50	399.00	342.00	1,909.50
Personnel/Labor	-	-	-	-	-	-	-
GPA	456.00	-	-	-	-	-	10,414.05
City Administration	-	-	-	-	-	-	2,940.36
Personnel Handbook	-	-	-	-	-	-	-
Meeting Attendance	731.36	-	-	-	-	-	3,087.36
Public Records & Meetings	-	57.00	-	-	-	-	512.00
Public Safety	116.10	-	-	-	28.50	-	5,014.04
Public Works	3,324.86	3,148.83	1,083.00	1,075.06	1,918.40	484.50	14,994.81
Public Works Facility Project	171.00	1,026.00	-	-	-	-	5,383.99
Real Property Transactions	-	-	-	-	-	362.50	533.50
Risk Management/Litigation	228.00	-	-	-	-	-	513.00
Rights of Way-Telecommunications	2,875.00	-	4,000.00	-	-	62.50	9,375.00
Urban Renewal	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 13,776.55</b>	<b>\$ 7,281.48</b>	<b>\$ 8,749.86</b>	<b>\$ 6,567.62</b>	<b>\$ 7,498.40</b>	<b>\$ 4,913.00</b>	<b>\$ 103,070.82</b>







# GLADSTONE MUNICIPAL COURT FROM JULY 2023

## General Court Information from July 2023

- 61 traffic citations filed
- 111 violations disposed
- 11 misdemeanors filed
- 13 misdemeanors disposed
- 22 payment agreements entered
- 23 warrants were issued
- 26 payment reminders were mailed to defendants
- 28 driver's licenses were requested suspended
- 14 driver's licenses were released
- 0 violations were sent to collections
- 0 cases were sent to the Department of Revenue
- 0 Jury trial was held
- \$36,920.00 in violation fees assessed
- \$21,100.71 in violation fees paid
- \$12,359.10 in misdemeanor fees assessed
- \$3,803.50 in misdemeanor fees paid
- \$220.27 collection with Department of Revenue
- \$8,687.62 collected with The Western Agency

	Traffic Cites Issued 2021	Traffic Cites Issued 2022	Traffic Cites Issued 2023	Traffic Viol Disp 2021	Traffic Viol Disp 2022	Traffic Viol Disp 2023	Misd. Issued 2021	Misd. Issued 2022	Misd. Issued 2023	Misd. Disp. 2021	Misd. Disp. 2022	Misd. Disp. 2023	Parking 2021	Parking 2022	Parking 2023
Jan	96	78	120	197	97	132	6	2	2	14	3	10	3	0	1
Feb	49	86	64	117	115	173	5	13	9	8	8	6	2	0	1
Mar	157	62	129	87	122	92	6	3	3	10	8	6	3	1	21
Apr	107	118	84	137	93	166	6	13	8	6	2	8	8	3	4
May	92	76	69	173	189	109	5	4	10	6	9	9	9	40	14
Jun	177	118	64	93	150	122	5	13	10	7	8	12	49	13	3
Jul	146	42	61	254	160	111	21	2	11	4	9	13	45	61	7
Aug	101	37		199	111		7	16		10	12		19	21	
Sep	127	35		144	76		7	5		7	8		12	5	
Oct	55	37		199	32		2	4		10	3		4	5	
Nov	70	67		87	64		8	4		3	9		8	2	
Dec	55	99		85	62		0	4		7	3		1	0	
Total	1232	855	591	1772	1271	905	78	83	53	92	82	64	163	151	51

GLADSTONE MUNICIPAL COURT FROM JULY 2023

TRAFFIC FINE & FEES ASSESSED AND PAID BY YEAR

	Traffic Fees Assessed 2021	Traffic Fees Assessed 2022	Traffic Fees Assessed 2023	Traffic Fees Paid 2021	Traffic Fees Paid 2022	Traffic Fees Paid 2023
Jan	51,046.00	35,192.50	39,830.00	16,230.42	18,573.88	24,445.59
Feb	31,940.00	30,750.00	58,120.00	32,689.75	25,724.67	19,848.78
Mar	22,844.00	33,126.10	22,835.00	16,401.78	36,100.00	21,799.95
Apr	39,964.84	28,805.00	50,087.50	40,979.85	26,349.01	45,057.40
May	50,745.00	57,275.00	37,620.00	22,791.29	27,039.72	25,258.81
Jun	28,460.00	38,788.00	39,330.00	23,934.76	42,927.32	29,711.23
July	22,818.60	51,636.25	36,920.00	43,103.86	24,562.98	21,100.71
Aug	53,950.00	28,160.00		26,648.20	25,312.14	
Sept	44,225.00	31,143.00		25,539.13	23,137.49	
Oct	47,026.00	24,148.77		28,491.79	9,505.00	
Nov	26,505.00	17,975.00		21,086.93	20,958.48	
Dec	30,290.00	16,775.00		17,573.05	28,268.41	
<b>Total</b>	<b>\$449,814.44</b>	<b>\$393,774.62</b>	<b>\$284,742.50</b>	<b>\$315,470.81</b>	<b>\$308,459.10</b>	<b>\$187,222.47</b>

MISDEAMNOR FINE & FEES ASSESSED AND PAID BY YEAR

	Misdemeanor Fees Assessed 2021	Misdemeanor Fees Assessed 2022	Misdemeanor Fees Assessed 2023	Misdemeanor Fees Paid 2021	Misdemeanor Fees Paid 2022	Misdemeanor Fees Paid 2023
Jan	13,698.48	2,136.00	14,109.00	7,346.08	3,771.92	2,944.52
Feb	5,511.00	6,511.00	10,168.00	5,267.95	10,412.41	5,025.10
Mar	4,308.00	5,831.62	6,775.00	10,012.54	6,955.75	4,709.73
Apr	4,128.28	963.00	12,564.00	14,939.91	6,962.43	10,229.69
May	4,737.00	7,062.00	5,293.92	5,646.16	1,841.15	8,143.54
Jun	9,960.01	7,183.00	9,794.00	5,179.63	9,152.68	6,316.30
July	4,381.00	7,921.38	12,359.10	6,741.67	3,411.36	3,803.50
Aug	14,716.00	8,991.00		10,463.60	2,149.64	
Sept	30,584.00	6,868.00		6,507.01	2,668.68	
Oct	5,546.00	4,155.73		9,914.75	6,588.00	
Nov	5,463.00	8,535.00		5,557.93	3,654.71	
Dec	3,786.00	2,580.00		1,834.12	2,552.88	
<b>Total</b>	<b>\$106,818.77</b>	<b>\$68,737.73</b>	<b>\$71,063.02</b>	<b>\$89,411.35</b>	<b>\$60,121.61</b>	<b>\$41,172.38</b>

## Monthly Report Date: JUNE 2023

To: City Administrator, Jacque Betz

From: Community Services Manager, Tiffany Kirkpatrick, MA

**Current Staffing:** 1.) Full-time Manager 2.) Full-time Office/Program Assistant II. 3.) Full-time Temporary Nutrition Assistant 4.) 25hr/wk Tram Driver

### Services we provide;

The center captured 78 Info and Assistance calls coming in about inquiries regarding program/service needs, transportation, follow-up etc.

The center handled 10 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 6 case management, calls to direct plan, support and assist our senior participants navigate the system.

### Guest Attendance

Total number of participants/guests, 891 this month

### Food Program/Home Deliveries and Volunteers

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 477 in-dining meals were served to our guests/participants.

We delivered 1551 Homebound meals to Gladstone community members.

Over the month, 184 food boxes were sourced, prepped, and delivered.

We reported 549 volunteer hours over the month, and 5 new volunteers.

We total 122 active volunteers.

**The Senior Advisory Board** Reviewed our goals and working on our impact and meaning of a “community center” for Gladstone. Work to be done is to update the ordinance, rename the Board, research other community center’s board membership and direction following their name change.

**Clackamas County Contractors:** As sub recipients/”senior center”, our FY24 agreements by the County have been delayed due to the state’s delay in issuing revenue agreements. Your FY24 agreement will be reviewed by county counsel in early August, and should be forwarded to Manager Tiffany, by Matt Westbrook around the same time.

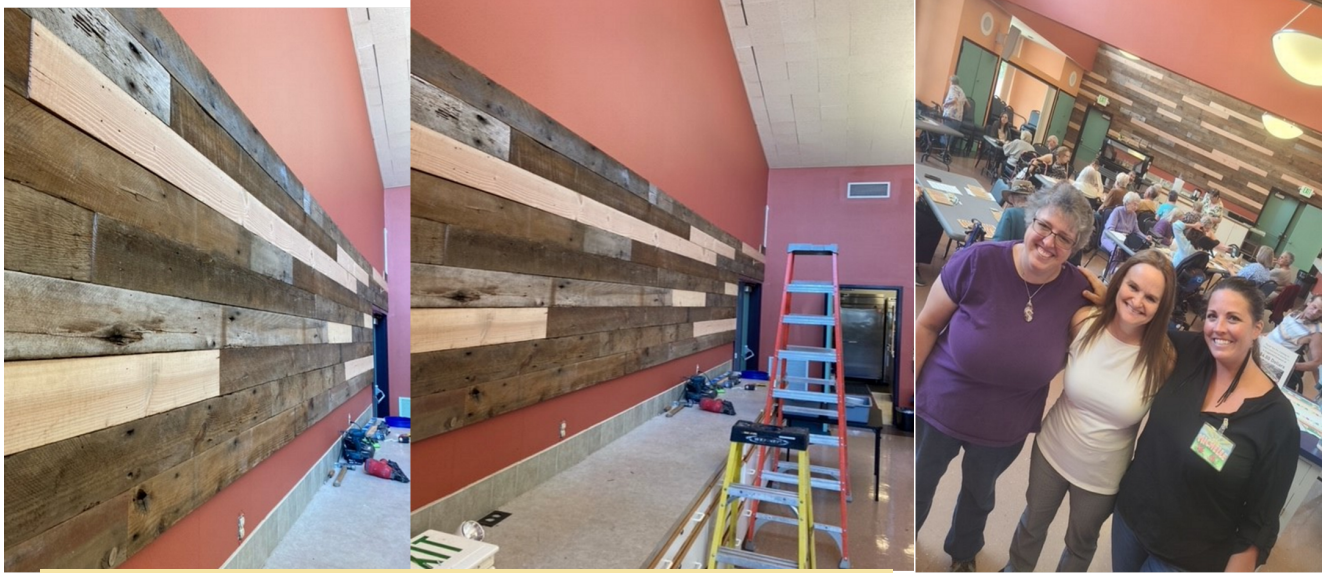
**1 Senior Center July Monthly Report**

July Highlighted:

GEMS: focused on created more educational opportunities in Fall/Winter for the community. Helping to organize table info for the Community Festival. Rescheduling the Fire Prevention training for after August.

Construction started — Grant-funded Dining/Kitchen Modernization- selections for building materials were made with American Legacy Home + Construction LLC and they will begin working on the dining area and wall starting the month of July.

Gladstone Senior Foundation funding the painting of interior walls- painting of the center is most completed, with a weekly check in on the “punch list” of items to be re-painted or perfected. PW staff have been invited to do the ‘walk-thrus’ with Manager and the painters, and this has been beyond helpful.



Reclaimed wood all started in the Dining area/ new cabinets are being made currently...

Vehicle GRANT – Following the purchase of the new travel van for the center’s adventure trips and transportation needs of our community members, we have met with, and looking forward to the three creative options coming from **Portland Custom Wraps of Happy Valley** in mid August.

**\*\*Concept 1: Oregon Wilderness\*\***

**2 Senior Center July Monthly Report**

\*Description:\* This wrap features lush green forests, flowing rivers, and majestic mountains. The background showcases a dense forest scene with tall trees and vibrant foliage. A meandering river in soothing blue adds a sense of adventure, leading towards a mountain range in the distance. Rays of sunshine peek through the trees, representing the spirit of exploration and joy.

**\*\*Concept 2: Coastal Wonders\*\***

\*Description:\* Celebrating Oregon's stunning coastline, this design portrays a sandy beach with rolling waves and a clear blue sky. The van is adorned with images of surfers catching waves, hikers exploring coastal trails, and colorful beach umbrellas. The sun radiates in warm yellows and oranges, symbolizing both adventure and relaxation.

**\*\*Concept 3: Nature's Kaleidoscope\*\***

\*Description:\* This vibrant design showcases the diversity of Oregon's landscapes. It features a collage of images depicting forests, beaches, mountains, and rivers, all blended together like a beautiful mosaic. The vivid colors of nature—greens, blues, purples, and reds—capture the essence of adventure and excitement.

**\*\*Details and Elements:\*\***

*The back of the van will display the Gladstone Community Center (Gladstone logo), center's name and phone number nearby. A QR code will be included, making it easy for people to access more information about your adventure trips. The design will exclude the windows, ensuring safety and visibility.*

**MUSIC ON THE GREEN coordinating:** Continuing to promote this first time music event through social media, in-person flyers, businesses in the neighborhood, and utilizing volunteers, and participates of the center---as well as worked with newly appointed Marci Jory, Tourism Specialist.



**Marketing efforts:** Yard signs with Music on the Green – Free music event, and FB boosting has helped with the messaging. We hope to have between 30-50 community members, if not many more. Pop up tents will be available for our neighbors need shade, and cool water, bubbles for kids to blow, and open center restrooms available.

A new Adventure TRIP Van wrap has been ordered. We will receive 3 CONCEPTS to choice from in early August. **This photo is NOT it.** (see Vehicle GRANT)



**End of July happenings:**

Muralist Cathy Rowe's **beautiful exterior mural** went up in the last week of July, as well as a proof given, of the Community Center's **new signage for the building**---to include our byline (the spirit of generations).

Many more exciting experiences have taken place at the center, because it's the CENTER of Gladstone and we are becoming the heart of *day time life in the city*. Laughter, sharing, giving of time, funds, food and care take place here, daily. Social connections and meaning-making take place here. It can sometime only be capture via photos.  
Here you go!



Cathy Rowe's Exterior MURAL on the northwest side of the center



# Gladstone Police Department

## Monthly Report

July 2023







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



## CHIEF'S REPORT

July 2023

Greetings,

The Gladstone Police Department will be hosting our first Community Academy September 28<sup>th</sup>- November 16<sup>th</sup>. The academy will run for 8 weeks, every Thursday evening, from 6-9 PM and will be held in the Community Room at the Gladstone Civic Center. We have designed the academy to increase understanding between community members and their police through collaboration to help reduce crime, while providing a better understanding of the tasks police officers face day to day. With better understanding, it becomes easier for police and community members to find realistic solutions to neighborhood problems.

The instructors for the academy are your Gladstone Police Officers who teach in their areas of expertise and have years of training and experience. We will also have guest speakers from our local dispatch center, Behavioral Health Unit, representatives from the District Attorney's Office and a few others. Areas of focus that will be covered include, patrol procedures, criminal investigations, training, community based policing, code enforcement, use of force, traffic enforcement, and finally a K9 demonstration. Attendees will also have the opportunity to participate in scenario training designed for police officer training.

I encourage Gladstone residents to complete an application that can be found and printed on the police department's website or picked up at the front counter of the police department. Those attending must be 18 years or older and are required to successfully complete a background check. Space is limited to 10 participants so get your applications in soon. Our hope is that the police department offers a Community Academy yearly and that we are able to increase the number of participants moving forward. If you are not selected and can successfully pass the background investigation, we will keep you on a list for the following year.

Sincerely,

A handwritten signature in black ink, appearing to read "John Schmerber".

John Schmerber, Chief of Police



GLADSTONE POLICE DEPARTMENT  
MONTHLY ACTIVITY REPORT

**JULY 2023**

"Respect ~ Service ~ Character ~ Passion"



GENERAL STATISTICS/TYPE	THIS MONTH	YTD THIS YEAR	YTD LAST YEAR	% +/-	TOP 5 TRAFFIC CITE CHARGES	
Dispatched Incidents	672	3,677	3,696	-0.51%	Speeding	22
Officer Initiated Incidents	444	3,230	3,115	3.69%	Driving Uninsured	14
Total Number of Incidents	1,116	6,907	6,811	1.41%	Driving Uninsured	13
Police Reports Filed	357	2,001	2,191	-8.67%	Unlawful Cell Phone Use	8
Traffic Contacts	294	2,270	1,767	28.47%	Improper Display of License Plate	6
Citations Issued (Charges)	101	1,036	1,107	-6.41%	<b>ALARM ADMINISTRATION REPORT</b>	
Parking Citations	9	57	94	-39.36%	Renewals Billed	18
DUII	7	28	21	33.33%	Renewal Fees Collected	\$575.00
Community Policing Contacts	17	95	161	-40.99%	New Permits Issued	4
Murders	0	0	0	0.00%	False Alarms w/No Permit	2
K9 Deployments	1	18	27	-33.33%	1st false Alarm Events	3
Tow Releases	4	17	10	70.00%	2nd False Alarm Events	0
					3rd False Alarm Events	0
					False Alarm fees collected	\$150.00
					False Alarm fees billed	\$0.00



GLADSTONE POLICE DEPARTMENT  
MONTHLY ACTIVITY REPORT

**JULY 2023**

*"Respect ~ Service ~ Character ~ Passion"*



SELECTED CALLS FOR SERVICE**	THIS MONTH	YTD THIS YEAR	YTD LAST YEAR	% +/-	SPECIFIC OVERTIME CATAGORIES	HOURS
Abuse/Neglect	3	18	27	-33.33%	Shift Coverage	156
Accident/Injury or Fatal	1	13	12	8.33%	Court	12
Accident/Property Damage	8	49	47	4.26%	Training	0
Assault	4	20	21	-4.76%	Presentations/Meetings	2
Burglary	1	18	19	-5.26%	Traffic Grant	69
Domestic Disputes	35	137	115	19.13%	Special Assignment	9.5
Drugs/Narcotics	3	19	10	90.00%	K9	8.5
Disturbance-Fights-Noise	16	89	101	-11.88%	SRO	0
Forgery/Fraud	14	66	54	22.22%		
Hit and Run	7	32	27	18.52%		
Ordinanace Violations	26	150	68	120.59%		
Runaway/Missing	7	28	36	-22.22%		
Sex Offense	1	10	33	-69.70%		
Suicide Attempt/Threat	6	34	33	3.03%		
Suspicious Person or Circumstance	64	380	454	-16.30%		
Thefts	31	131	166	-21.08%		
Trespass/Prowler	15	72	88	-18.18%		
Vandalism	9	41	69	-40.58%		
Vehicles Recovered	1	20	29	-31.03%		
Vehicles Stolen	6	26	56	-53.57%		
Death(Not Suicide/Murder)	0	5	8	-37.50%		

\*\*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**

**July 2023**

Bias crimes and incidents. The definition of a Bias Crime and Bias Incident 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)
- 147.380 (b) (Bias Incident)

No Bias Crimes were reported.  
1 Bias Incidents was reported.

*Bias Incident defined: a person's hostile expression of animus towards another person, relating to the other person's perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. "Bias Incident" does not include any incident in which probable cause of the commission of a crime is established by the investigating law enforcement officer.*

On July 22, 2023, Officers were dispatched to a disturbance between two females at a bus stop located at W Arlington and Barton Ave. While at the bus stop, the suspect was asked to stop smoking. The suspect got angry and blew smoke in the victim's face and said she was going to kill her. The victim was also called a "baby killer" and a "lesbian" in a derogatory manner. No bias crime occurred during their argument. However, harassment charges were sent to the City Prosecutor due to the physical nature of the fight. While these statements do not constitute a crime, they do amount to a bias incident as the suspect threatens the other party using bias-related language.

The Gladstone Police Department made the proper referral per ORS 147.380.



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



## CODE ENFORCEMENT OFFICER MONTHLY REPORT

Prepared by Sammy Unda

July 2023

- 2 Warning Parking Citations
- 8 Community Contacts
- 12 Parking Complaints
  - 11/12 resolved
- 6 Abandoned Vehicles
  - 5/6 resolved
- 2 Vehicles Towed
- 4 Dog nuisance calls
  - 1/4 resolved
- 17 Ordinance Violations
  - Noxious Vegetation - 6/9 resolved
  - Business Violation - 1/1 resolved
  - Illicit Discharge - 1/1 resolved (issue resolved, citation pending)
  - Vehicle Storage on Private Property - 0/1 resolved
  - Failure to pay Alarm Permit - 1/1 resolved
  - Miscellaneous - 4/4 resolved

### 47 Total Calls/Community Contacts

#### NEW CASES:

**7/1/2023 Incident # CP231820151, community contact (completed)**

While addressing a separate incident, I was made aware of a home dealing with 20+ stray cats and kittens. Many homeowners had left their cats behind, and many of them were not neutered. Many of the cats are suffering from infections, flea infestations, and so forth.

Free animal services through Feral Cats Coalition assisted and are now helping trap, spay, and return the animals at the request of the homeowner. The services also includes treating the infections and flea infestations.



**CODE ENFORCEMENT OFFICER  
MONTHLY REPORT Continued....**

**7/1/2023 Case # 23-01375, Ordinance Violation (completed)**

I had received multiple complaints about a residence with overgrown vegetation. The homeowner was more than willing to abate all the nuisances, and did so.



**7/5/2023 Incident # CP231860147, Ordinance Violation (completed)**



Complaint of a stop sign covered by vegetation. The homeowners were notified and quickly fixed the visibility issue.

**7/13/2023, Ordinance Violation (completed)**

Ongoing issue of vegetation overgrowth onto the sidewalk from the property in question. After some discussions with the tenants and homeowner, they abated the nuisance.



**CODE ENFORCEMENT OFFICER  
MONTHLY REPORT Continued....**

**7/18/2023 Case # 23-014942, Ordinance Violation/Parking Complaint (completed)**

I received a report of two abandoned vehicles on the street along with overgrown blackberry vines/vegetation growing into the street and over the vehicles. Both vehicles were removed and the blackberry vines/vegetation was completely removed by the homeowner.



**7/21/2023, Overgrown Vegetation, City right-of-way (completed)**



Many residents in the area were concerned about the overgrowth of blackberries and if the property was City owned or not. A concerned neighbor decided to clear out the path of blackberries herself and the area is now cleaned up.

**7/24/2023 Case # 23-011384, Ordinance Violation (completed)**

When a neighbor, over a dead tree causing a hazardous condition to abutting properties wasn't resolved, the homeowner was cited for failing to abate the issue. The homeowner was offered the fix it ticket solution. He cut down the dead trees.





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



## CODE ENFORCEMENT OFFICER MONTHLY REPORT Continued....

**7/25/2023, Parking Violation (completed)**



A vehicle had been left on the street for several weeks. It was not operable. After speaking with the registered owner's family member, the vehicle was removed from the street.





# GLADSTONE POLICE DEPARTMENT DETECTIVES MONTHLY REPORT TO CHIEF AND COUNCIL



## DETECTIVES MONTHLY REPORT

Prepared by Detective Fich

July, 2023

### New Cases Assigned:

1. 23-014421 Sexual Abuse and Strangulation. Assigned 07/12/23
2. 23-014548 Murder/Suicide in Damascus, OR. Interagency Major Crimes Team (MCT) Detective call-out on 07/12/23

### Current Caseload:

1. 23-007287 Sexual Abuse. Assigned 04/10/23. (Awaiting DNA forensic results)
2. 23-007432 Sexual Abuse. Out-of-state referral (Great Falls, Montana) Assigned 04/10/23
3. 23-009913 Sexual Abuse. Assigned 05/13/23
4. 23-013024 Attempted Murder, Assault 1, Burglary 1. GPD call-out on 06/22/23

### Cases Cleared:

1. 23-013641 Officer Involved Shooting in Portland (Clackamas County). Interagency Major Crimes Team (MCT) Detective call-out. Report forwarded to the Oregon City Police Department on 07/03/2023
2. 23-014421 Sexual Abuse and Strangulation. Case reviewed and forwarded to CCSO on 07/12/23
3. 23-014548 Murder/Suicide in Damascus, OR. Interagency Major Crimes Team (MCT) Detective call-out. Case forwarded to Clackamas County Sheriff's Office on 07/24/23.



**GLADSTONE POLICE DEPARTMENT  
K9 MONTHLY REPORT  
TO CHIEF AND COUNCIL**



**K9 MONTHLY REPORT**

**Prepared by: Officer Olson**

**July 2023**

K9 Nanuk is a seven 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	0	1	12

We assisted Clackamas County Sheriff’s Office after a pursuit that ended near the Tualatin River in West Linn. The suspect was seen on Pete’s Mountain Road after he swam the river and climbed up the hillside. The suspect was not located and it appeared that he fled back down the hillside prior to my arrival on scene.

K9 Nanuk and I assisted Gresham Police with a K9 demo supporting their comfort dog program.



# GLADSTONE POLICE DEPARTMENT OPERATIONS MONTHLY REPORT TO CHIEF AND COUNCIL



## OPERATIONS MONTHLY REPORT

Prepared by **Sgt. Okerman**

**July 2023**

7/2 Three juveniles stole ice cream and skin care products from Walgreens. They were located a few blocks away. All three were cooperative and the items were recovered. The case was referred to the juvenile department.

7/4 A subject was located in Meldrum Bar Park passed out with the driver door open. The subject was intoxicated and officers noticed fresh damage to the vehicle. One of the tires was completely flat and the car had been driven on the rim. Officers investigated and determined the driver crashed into a boulder in the park. Officers could not determine if the driver was intoxicated before the crash or drank after. The driver was arrested for several crimes related to the investigation and excluded from the Park for 30 days.

Officers responded to over a dozen fireworks complaints that were called in or they witnessed. All of the people contacted were cooperative with police except for one subject. In all the other cases subjects destroyed their illegal fireworks and were cooperative. At the one location officers encountered an aggressive and hostile crowd. The subject seen lighting the illegal firework tried to walk away from the officers and then resisted arrest. The subject was charged with several crimes and taken to jail.

After the police cleared the scene another subject lit off an illegal firework that tipped over when it went off. It endangered people in the area and caused over \$2000 in damage to a vehicle when it exploded. The case was investigated and charges are being filed.

7/5 A group of young teens from Portland were contacted near Safeway for being visibly intoxicated. They were uncooperative with officers and they were all detained and transported to the juvenile department for processing.

7/9 A 12-year-old was arrested for assaulting her grandmother causing a black eye and several bloody cuts to her face. This stems over an earlier incident where the 12-year-old threatened to run away.

7/10 Officer responded to a disturbance in the middle of 82<sup>nd</sup> Dr. where a Lyft rider was assaulting the driver. The assault started while the vehicle was moving and once it started the suspect was able to push the driver out of the car in an attempt to steal the car. When officers arrived, the suspect was still in the car. When officers tried to arrest the suspect, suspect resisted and force was required to be used to gain control of the suspect. The suspect was charged with many crimes including several felonies.

## **OPERATIONS MONTHLY REPORT**

### **Continued.....**

7/11 An overdose was reported. Officer responded with medical and the patient was still conscious when they arrived. The patient received emergency medical care while the ambulance took them to the hospital. The patient survived.

7/12 Officers responded to a domestic disturbance at the Budget Inn. No crimes had been committed but the male was arrested on an outstanding warrant from another county.

7/17 A subject lit an aerial firework out of a homemade launcher. It did not go as planned and caught the John Wetten Elementary field on fire. The fire department responded and put the fire out. The suspect stayed on scene at the encouragement of neighbors. They were cited for the illegal firework and starting the fire.



7/19 There was a theft from the liquor store involving juveniles. Once officers got the photo of the suspect they were able to locate the suspect at the skate park in Oregon City. The suspect was arrested and the liquor was recovered. The suspect had a bag of items they said was all property they stole from various stores at the mall. They were arrested earlier this month for being intoxicated as well.

7/23 A subject overdosed on fentanyl at the Budget Inn. Narcan was administered by management and fire, which revived the subject. The subject had to be placed on a hold to force medical treatment.

7/25 An officer made a traffic stop and learned the driver had a warrant. The driver was arrested. The passenger was arrested on a warrant also.

7/31 A vehicle crashed into a tree on Webster Rd. The driver did not show signs of impairment and told witnesses he was looking down while eating.



# GLADSTONE POLICE DEPARTMENT OPERATIONS MONTHLY REPORT TO CHIEF AND COUNCIL



## OPERATIONS MONTHLY REPORT

Prepared by **Sgt. Graves**

**July 2022**

07/05/23- Theft in progress at Walgreens. Officers arrived in the area and located the suspect. Suspect was arrested and merchandise was returned.

07/06/23- Suspicious person in the 17600 block of Springhill. Ongoing issue with a subject with mental health issues. Subject was previously trespassed from an address on Springhill and keeps returning to location.

07/12/23- Domestic disturbance in the 900 block of Risley Ave. Ongoing issues with subjects with mental health issues living at the location. Officers were able to determine that no crimes were committed. Mobile Crisis Team was notified, and said they would check in with subjects.

07/13/23- Disturbance in the 6300 block of Caldwell at a chronic nuisance home. Officers were able to determine no crime had occurred, but one of the parties involved had a warrant for their arrest.

07/14/23- Domestic disturbance in the 900 block of Risley Ave. Ongoing issues with subjects with mental health issues living at the location. (same as 07/12/23) Again no crimes were committed and the Mobile Crisis Team was called.

07/20/23- Domestic disturbance in the 750 block of Edgewater. Officers arrived and determined no crime had occurred. One of the subjects involved was experiencing a mental health crisis and was provided resource phone numbers to use.

7/20/23- Officers were dispatched to a trespass in the 17600 block of Springhill. This is related to the same subject with mental health issues. (07/06/2023) When officers arrived, the subject was gone and it was determined that the subject never came on to the property, but was parked in a vehicle in the street. About an hour later the subject returned to the scene and parked outside on the street again. Officers arrived and determined the subject was in mental health crisis. The Mobile Crisis Team was called out to the scene. It was determined the subject needed to go to the hospital for an evaluation. She was taken into custody and transported by AMR to the hospital.

7/22/23- Repeat Domestic disturbance in the 750 block of Edgewater. (07/20/2023) Again subject was in mental health crisis. Mobile Crisis Team was contacted. They spoke with the subject and were able to help with resources for the subject and the family.



# GLADSTONE POLICE DEPARTMENT OPERATIONS MONTHLY REPORT TO CHIEF AND COUNCIL



## OPERATIONS MONTHLY REPORT Continued.....

07/27/23- Strong arm robbery at Safeway. Subject was fighting with loss prevention when confronted about stealing items from the store. Officers arrived in the area a short time later and took the subject into custody. Subject was arrested and charged with Theft III, Robbery II and Harassment.

## **OPERATIONS MONTHLY REPORT**

**Prepared by Sgt. Hutchinson**

**July 2023**

07/01/23 – Officers responded to Tukwila Springs for a known mental health subject harassing the employees. The man was counseled and the staff were advised to call if he continues.

07/05/23 – Officers took a call of a theft from Walgreens. The male suspect stole items and was hiding in the bushes near the 99E Bridge to Oregon City. He was located and arrested for Theft.

Gladstone Officers located 4 juveniles in the Safeway parking lot that were heavily intoxicated. They had been drinking at High Rocks Park and were not from the area. The juveniles were detained and transported to JRC. Two lied about their identities, one had a warrant for their arrest and the other was a missing juvenile.



07/07/23 - Officers responded to a Motor Vehicle Accident at Arlington and Mcloughlin Blvd. Parties involved were not injured and tow trucks were arranged for them.

Officers responded to a theft in progress at the Walgreens. The male suspect stole beer and other items. He was located in Oregon City. Due to the amount of property the man had and a leg injuries (no medical required) the man was cited for the theft and the items returned.

07/08/23 – Officers responded to a domestic disturbance at the River Run Village. A known subject was located having a mental health issue. She had an active Gladstone Warrant and was arrested without incident.



# GLADSTONE POLICE DEPARTMENT OPERATIONS MONTHLY REPORT TO CHIEF AND COUNCIL



## OPERATIONS MONTHLY REPORT Continued.....

07/14/23 – Officer responded to a theft of cash from Somerset Assisted Living, no suspect was located. Officers also took a fraud of a male suspect using counterfeit bills at local businesses, the investigation required follow up.

07/15/23 – Officers responded to Tukwila Springs for a suspicious person who is a mentally ill subject. Officers have assisted him multiple times and he was medically checked and cleared to go home.

07/19/23 – Officer responded to a theft from Walgreens. 2 subjects, a male and a female, stole items and left the area. The female was located and arrested. The male was not located on this call.

07/22/23 – Kearns Market called in a trespassing in progress of a known suspect who has been trespassed multiple times. He was located on the nature trail and arrested without incident.

Officers responded to a disturbance at the bus stop on W Arlington. Two women were physically fighting after one wanted the other to stop smoking. The possible primary aggressor was uncooperative. Neither party was injured and it was unclear who caused the incident. The cooperative party was transported home to separate them and the incident was forwarded to the City Prosecutor.

07/26/23 – Gladstone Officers and CCSO deputies responded to a suicide threat by a man who threatened to shoot himself in the head in front of his ex-girlfriend in her yard. Officers located the man in his truck. He was detained for a possible mental health hold. The shotgun was located hidden in the reporting party's backyard. The suspect was a felon, and was arrested for Felon in Possession of a Firearm and Trespassing with a Firearm.







# GLADSTONE POLICE DEPARTMENT OPERATIONS MONTHLY REPORT TO CHIEF AND COUNCIL



## OPERATIONS MONTHLY REPORT Continued.....

07/27/23- Officers conducted a welfare check on a woman at the request of DHS. The woman was evaluated by Clackamas County BHU and was deemed not a threat to herself and no hold was placed on her. Her family was advised to check on her as it was clear her mental health was deteriorating.

07/28/23 – Gladstone Officers responded to a felony elude from a GPD traffic stop. A traffic stop was attempted on a vehicle and it refused to stop, speeding away from the officer. The vehicle was later located after a collision with a tree and the driver was arrested for DUI and Felony Elude.

Gladstone Officers responded to a Domestic disturbance with a Knife between Father and Son. Both parties were heavily intoxicated. No injuries were sustained, and after interviews with both parties, it was not clear if the event occurred at all. Witnesses claimed the son who called the police was the aggressor. The parties were separated and the event documented.

07/29/23 – Officers responded to a disturbance between a mother and son. The suspect was upset about garbage in the apartment. He was preventing his mother from calling for police by taking her phone. The son was arrested for interfering with making a 911 call.

Officers responded to Tukwila Springs Transitional Housing on a report of a bloodied male lying in the parking lot. The man was located but told officers he fell off his bike. No bicycle was located and it was determined another male had struck him. The suspected male lives at the location. The victim refused to change his story and did not want to be a victim. He was transported to the hospital and the event was document.

## RECORDS UNIT MONTHLY REPORT

Reported by: Executive Assistant Kristi Walls

July 2023

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 contacts me at [kwalls@gladstoneoregon.us](mailto:kwalls@gladstoneoregon.us) will win a prize. Elise Martin had the correct answer last month. The correct answer was at the high school.

Don't forget to stop by the Police Department to get your free bicycle helmet. We have all sizes ranging from toddlers to adults. We are here to help you Monday through Friday from 9:00am – 4:00pm. We will have bike helmets at the Community Festival to give away if you need one. So make sure to stop by the Police Department's booth.



We had some hot temperatures in July! Chief Schmerber and Officers surprised park goers with popcicles to help cool them off. The sweet frozen treats were much appreciated.



**RECORDS UNIT MONTHLY REPORT  
Continued.....**

The Annual Fourth of July BBQ was a big hit. We cooked up and gave away 693 hot dogs, along with chips and water. 450 Snow Cones and 50 root beer floats.





# Where is K9 Nanuk? August 2023



Join us every month to identify where is K9 Nanuk



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](mailto:kwalls@gladstoneoregon.us). You must email your response to win.





# GLADSTONE POLICE DEPARTMENT TRAINING UNIT MONTHLY REPORT TO CHIEF AND COUNCIL



## TRAINING UNIT MONTHLY REPORT

Prepared by: Sergeant Okerman

July 2023

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 Officers 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
Day	Armorer	No	16
All employees	OSHA	Yes	16
<b>Total</b>			<b>32</b>

Officer Day attended a patrol rifle armorer course for recertification. This class was put on by a different instructor than we normally use and was a big benefit giving a different perspective and learning points.

All department employees completed their required Heat exposure training through the City. It was a good reminder to be aware of the dangers high heat can be when working outside.

The field training module of Benchmark was completed. This moves all field training documentation to an electronic platform so it is easier and faster to manage. It also allows for training to be analyzed quickly.

Other scheduled training for July was postponed to later months due to scheduling conflicts with vacation, time off, and other conflicts.



# Public Works

## Staff Report for July 2023

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Report Date : July 31, 2023  
To : Jacque M. Betz, City Administrator  
Copy : Mayor and City Council  
From : Darren Caniparoli, Public Works Director

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### PARKS:

- Trash pick-up in all parks two days a week.
- Park irrigation has been turned on and repaired where needed.
- Mowing parks weekly: Irrigated fields are mowed weekly; non-irrigated fields are mowed bi-weekly.
- Graffiti clean-up continues on a regular basis in our parks and public areas.
- Splash pad at Max Patterson Park is open and busy daily with visitors

The brick and mortar bathrooms at Meldrum Bar Park recently got some much-needed attention with the help from our friends at the SDA. As part of their annual gathering in town a group of volunteers with the SDA took on several projects within our City parks, the group replaced some rotted boards on the upper portion of the bathrooms, painted the two picnic structures at Meldrum Bar as well as the structures at Max Patterson Park. We appreciated all the work the group put in!





Volunteer group from SDA replaced rotted wood on the upper portion of the bathroom at Meldrum Bar Park.

Picnic Structure at Max Patterson got a bit of a face-lift with the help of several volunteers.



## STREETS:

The streets Dept. has been taking advantage of the great weather that we have been having, crack sealing continues throughout town. Crews have completed the areas that needed to be done for the Annual Slurry Seal Project which will be underway August 10<sup>th</sup> & 11<sup>th</sup>.

Crews will continue to crack seal areas of concern within town throughout the rest of the summer months. Crack sealing is an important part of ongoing street maintenance, utilizing summer weather to complete large areas helps add life expectancy to our roadways. Crews continue to fill potholes and work on paving some larger areas in town, as always the Public Works Dept. encourages residents to call or email our office with road concerns including pot holes.

The City had a small scale paving project that was recently completed, Knife River was made quick work of the paving project busting two locations out in one day for us; it was quick and disruption was minimal to our residents!



## FACILITIES:

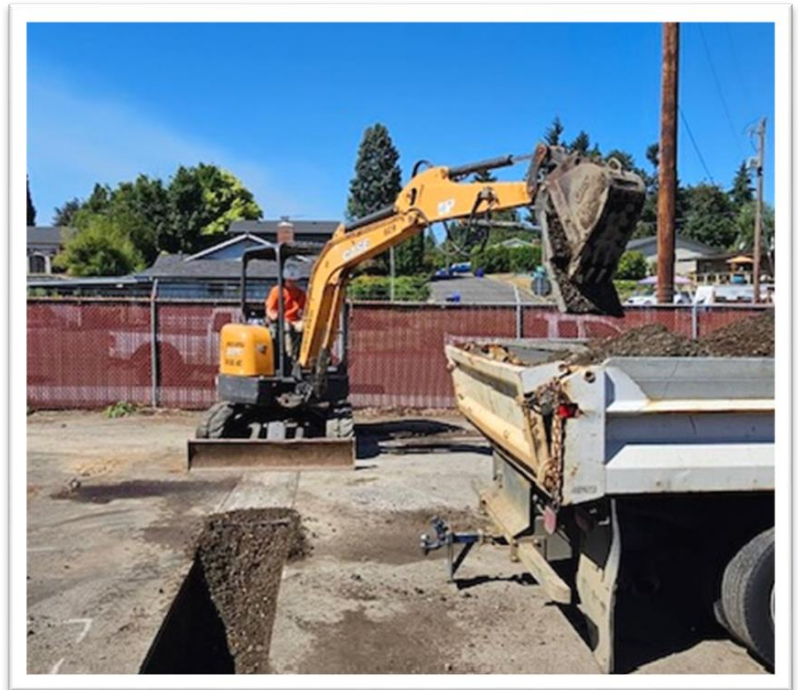
- Twice a month Facility Inspections continue
- Ongoing repairs at all facility buildings continue
- Gladstone Community Center: New blinds and fire rated doors have been ordered; installation to take place in early fall.



## WATER:

- Read and reported Master Meter reads weekly.
- Change Charts at Webster Pump Station weekly.
- Test Chlorine Residuals at least 2 times per week.
- Routine maintenance for the pump station control panels and auto dialer.
- Routine Water Samples as required.
- Door Hangers and water meter shut offs for non-payment
- Map updates, utility locates.

Preparation is underway for the upcoming construction project at the Public Works Yard. Construction for the remodel of the existing building will begin in mid-August. Crews have been working to shift operations to the back portion of the Public Works Yard; the department will maintain full operations during the project.

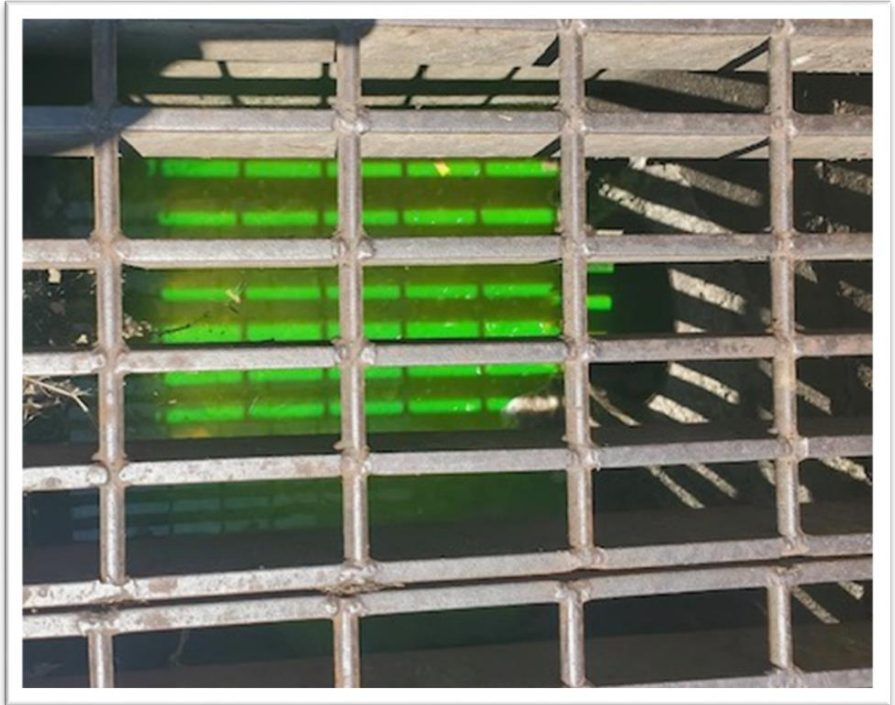


The Water crew installed a temporary water service for the current mobile trailer, which has served as the Public Works Office for multiple years.

## SEWER:

During routine catch basin cleaning and inspections, a crewmember found sewage entering our storm line near E. Hereford St. and High St. A local contractor who was not authorized to work within the City ROW had performed an illegal “sewer-tap” which was also done incorrectly. Once discovered crews worked quickly to contact the property owner and contractor to resolve and correct the matter including a full clean up of the sewage within the basin. Public Works staff worked with Code Enforcement to manage the enforcement aspect of this matter and feel a resolution was reached that will deter this contractor from working within our ROW without a permit again.

Crews utilize die tablets to identify raw sewage in the storm line near E. Hereford St. and High St. during this illicit discharge event.



## STORM:

- Street Sweeping as per monthly schedule
- Catch basin inspections and cleaning.

Crews made repairs to a storm curb inlet at the intersection of Charoliais and Webster Rd.



## PROJECTS:

The Webster/Cason Crossing Project is substantially complete! This project provides an enhanced pedestrian crossing with high visibility pavement markings and signage, four ADA ramps and rectangular rapid flash beacons (RRFB's). The completion of this project will provide pedestrians and students improved safety and access in the area of the Gladstone Nature Park and Kraxberger Middle School.



## ADMINISTRATION:

- Finalized the Oaklodge Water and the City of Gladstone IGA for water and wastewater services.
- Administered the RFP process for the I & I Project, phase 1 & 2, bids due on July 26, 2023.
- Site work for the Oatfield Rd at E. Hereford St. water system pressure reducing valve replacement.
- Worked on completing stormwater MS4 Permit required items per stormwater matrix schedule.
- Working with the Clackamas County Co-permittee group to complete an MS4 Permit modification with DEQ to reduce

pesticide-monitoring frequency requirements.

- Working with our partners in the Regional Water Providers Consortium to develop an updated member IGA draft. The IGA was first developed and adopted by individual members in 1996. The IGA was last updated and adopted in 2005.
- Met with Willamette River Keepers volunteer group to plan volunteer invasive species cleanup events at Meldrum Bar Park for the spring and summer seasons.
- Final stages of Library project, Pre-Construction Meeting scheduled for first week of July.
- SDC calculations on 2 commercial developments and 3 private developments.
- SDC collection practices for two existing homes, which have been converted into duplexes.
- Administering documents for the Annual Slurry Seal Project, preparation to take before City Council.
- Administered notification plans for multiple Public Works projects to provide information to our residents to reduce interruptions and delays.
- Clackamas County Building Permit plan reviews, approvals and release letters.
- The Lower Columbia Estuary Partnership volunteer group completed a series of five student field trip cleanup events at Meldrum Bar Park this spring. Students participated in blackberry removal, water quality sampling and educational canoe trips. 285 students (11 classes- 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> graders), 49 adults (chaperones and teachers) removed 6 truckloads of blackberries.





# City of Gladstone Monthly Planning Report July 2023

## PUBLIC CONTACTS/PLANNING ACTIONS

CUSTOMER CONTACT/ Planning Actions	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YEAR-TO-DATE TOTALS
Customer Service Counter Contacts	1	1	1	1	0	1	0						5
Customer phone/email Contacts	48	37	31	43	34	27	20						240
Building Permits with Land Use Review	4	6	2	4	8	4	2						30
Code Compliance Review	1	1	1	0	0	0	1						4
Pre-application Conferences	1	0	1	0	0	0	1						3
Administrative Decisions	2	2	0	0	0	0	2						6

## PLANNING COMMISSION ACTIONS/DECISIONS

- No Planning Commission in July 2023

## CITY COUNCIL LAND USE ACTIONS/DECISIONS

- Updates to MR Zoning District- Approved

## PRE-APPLICATION CONFERENCES

- PAC 23-02 Food Cart Pod on McLoughlin Blvd.

## ADMINISTRATIVE PERMITS

- Mural Sign Permits for Community Center and Cookie Pot buildings (SIGN-23-01 and SIGN-23-02)

## BUILDING PERMITS WITH LAND USE REVIEW

Date	Address	Building Permit #	Description
07/06/23	16615 Tudor Drive	B0276823	Backyard Deck (2 <sup>nd</sup> review)
07/07/23	295 E Arlington	B0705722	Treehouse ADU (3 <sup>rd</sup> review- awaiting recorded maintenance/liability agreement) *PROJECT NOT MOVING FORWARD*
07/13/23	19505 McLoughlin Blvd	B0198123	Nissan Addition (approved by PC 2/21/23, DR-23-01)

## FUTURE ITEMS/PROPERTY UPDATES

Date	Topic
August	Planning Commission Public Hearing- Annexation Development Code Update



# City of Gladstone Staff Report

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Report Date: 07-31-2023

Meeting Date: 08-8-2023

To: Gladstone City Council

From: John Schmerber, Chief of Police

## AGENDA ITEM

Consider accepting a Traffic Safety High Visibility Enforcement Grant from Oregon Impact and Oregon Department of Transportation (ODOT), in the amount of \$36,000.

## History/Background

Over the years, the Gladstone Police Department (GPD) has applied for and received traffic safety grants, paying overtime for officers to enforce traffic related issues to include, speeding, pedestrian safety, distracted driving, safety belt/child passenger safety and driving while impaired. Upon receiving the dedicated grant funds awarded by Oregon Impact and ODOT, the police department has planned and organized enforcement missions that identified traffic related violations.

## Proposal

The Gladstone Police Department has made traffic safety a core priority for the city. Speeding vehicles are common complaints the police department receives and we make concentrated efforts to reduce these types of violations. Just as important is reducing the number of impaired drivers and distracted drivers on our city streets. Because of our traffic safety initiatives, the police department applied for grant money to assist with funding mission driven enforcement by your police department. We are happy to report that the Oregon Department of Transportation and Oregon Impact has awarded the Gladstone Police Department a total of \$36,000 of grant funding. The police department would like to accept \$36,000 of grant funding for the following traffic initiatives. (Grant year October 1, 2023- September 30, 2024).

The Gladstone Police Department will need to accept or decline no later than August 11, 2023.

- Impaired Driving Enforcement = \$8,000
- Speed Enforcement = \$8,000
- Safety Belts/Child Passenger Safety Enforcement = \$10,000
- Distracted Driving Enforcement = \$10,000

Having the ability to increase officer presence along with partnering with neighboring agencies is a significant advantage in increasing safety within the City of Gladstone.

## Options

1. To accept the grant money for strategic traffic safety high visibility enforcement.
2. Do not accept the money and maintain what we are currently doing, absorbing all costs associated.



**Cost Impact**

There is a 20% match required by the Gladstone Police, which is included in the personnel services budget.

**Recommended Staff Action**

Staff recommends that the City Council make the following motion; *"I motion that the Gladstone City Council accept a Traffic Safety High Visibility Enforcement Grant from Oregon Impact and Oregon Department of Transportation (ODOT), in the amount of \$36,000.*



Department Head  
Signature

8.2.23

Date



City Administrator  
Signature

8/2/23

Date



# Oregon

Tina Kotek, Governor

Department of Transportation  
Transportation Safety Office  
1905 Lana Ave NE  
Salem, OR 97314  
Phone: (503) 986-3883  
Fax: (503) 986-3143

7/27/2023

Congratulations!

The Gladstone Police Department has been awarded \$ 36,000 in High Visibility Enforcement grant(s) from the Oregon Department of Transportation – Transportation Safety Office (TSO) for the FFY2024 grant year (October 1, 2023 – September 30, 2024). **This includes those grants that are managed by both Oregon Impact (OI) and ODOT TSO.**

If you would like to accept some or all of these grants, please submit your reply to this email [TSOHVEGrant@odot.oregon.gov](mailto:TSOHVEGrant@odot.oregon.gov) acknowledging the grants your agency accepts **and the grant amount per each award** by close of business, **Friday, August 11, 2023**. Your agency's TSO Grant Manager[s], and/or OI will send you the Project Agreement paperwork to finalize each award.

Program Area: Impaired Driving Enforcement

Grant Name: Impaired Driving Enforcement

Award Amount: \$ 8,000

Grant Manager: Katie Lee, Oregon Impact

Accept Award  Decline Award

Program Area: Speed Enforcement

Grant Name: Speed Enforcement

Award Amount: \$ 8,000

Grant Manager: Katie Lee, Oregon Impact

Accept Award  Decline Award

Program Area: Safety Belts/Child Passenger Safety Enforcement

Grant Name: Safety Belt/Child Passenger Safety Enforcement

Award Amount: \$ 10,000

Grant Manager: Kelly Mason, ODOT TSO

Accept Award  Decline Award

Program Area: Pedestrian Safety Enforcement

Grant Name: Pedestrian Enforcement Award

Amount: \$

Grant Manager: Katie Lee, Oregon Impact

Accept Award  Decline Award

Program Area: Distracted Driving Enforcement

Grant Name: Distracted Driving Enforcement

Award Amount: \$ 10,000

Grant Manager: Katie Lee, Oregon Impact

Accept Award  Decline Award

This letter is a notification only, and not the grant project agreement. Additional paperwork and signatures are needed before execution; **i.e., do not conduct any billable work on these projects until you receive an actual executed grant agreement from either TSO and/or Oregon Impact (depending on the type of grant awarded)**. Otherwise, you will not be reimbursed for that work.

If you have any questions or need more information, please contact TSO's Grant Assistant, Naomi Dwyer at (503) 949-8914 or at [TSOHVEGrant@odot.oregon.gov](mailto:TSOHVEGrant@odot.oregon.gov)

We look forward to partnering with you this year on such an important life-saving program, and thank you for all that you do.

Sincerely,



Traci Pearl  
Transportation Safety Office



**CLACKAMAS  
FIRE DISTRICT  
REPORT**





# FIRE CHIEF'S REPORT

July 2023

*Here for you*

- Clackamas Fire spent July being involved in our communities, working to reduce risk across the district, and responding to an increased number of heat related incidents and vegetation fires.
- A new program introduced by the district was a Defensible Space Debris collection. Homeowners creating defensible space were encouraged to clean up their yards and drop their debris off at the Beaver Creek Community Fire Station for free.
- Clackamas Fire deployed Crew 30 to the Alberta, Canada wildfires. Clackamas Fire also sent crews with a countywide taskforce to the Devil Butte Fire. This month demonstrated the importance of sharing resources locally, regionally, and internationally.
- With the high heat and dry weather, Clackamas Fire District encourages the early reporting of fires when they are small.



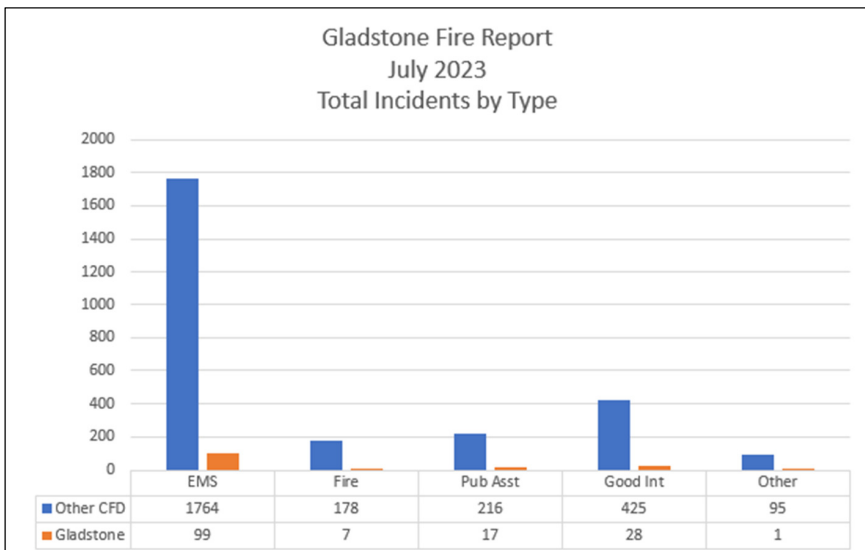
**July 19:** Clackamas Fire District responded to a residential fire in the 3500 block of SE Sellwood Street in Milwaukie. Seven CFD units responded as did Portland E20. All occupants were safe.



**July 12:** Clackamas firefighters responded to a call in Hoodland Fire's area for technical rescue. A pickup was over 300' down the embankment. Two patients were extricated from the vehicle and flown to the trauma center.



**July 24:** Clackamas Fire public educators, firefighters, and volunteers enjoyed Day in Damascus at Centennial park with the community.



\*Note: Data is preliminary and is subject to revision as data is validated.

Incident Date/Time Incident Number	Status	Address Incident Type	Unit(s) Shift
07/10/2023 21:48:08 F3223-0025909	DRAFT	405 W ARLINGTON ST (111) - Building fire	HR305, FM311, R303, ... D Shift
07/25/2023 19:46:33 F3223-0028055	LOCKED	168 ALLI CT (1421) - Barkdust Fire	E322 A Shift
07/23/2023 19:58:47 F3223-0027791	LOCKED	Oatfield Rd (143) - Grass fire	BC302, E322, IE309 C Shift
07/17/2023 18:29:06 F3223-0026940	LOCKED	250 East Exeter (143) - Grass fire	E322 A Shift
07/17/2023 07:09:08 F3223-0026857	LOCKED	17400 WEBSTER RD (1421) - Barkdust Fire	E322 A Shift
07/04/2023 22:33:33 F3223-0025039	LOCKED	19204 ABERNETHY LN (142) - Brush or brush-and-grass mixture fire	E322, IE309, BC303 A Shift
07/04/2023 17:22:59 F3223-0024971	LOCKED	915 E ARLINGTON ST (1421) - Barkdust Fire	E322 A Shift

#### 405 W Arlington St – Building Fire – 10 suppression units responded

BC302 responded with additional units to a report of a Commercial Fire at the given location. RP stated the fire seemed to start on the exterior of the building in the garbage can area but then spread to the wall of the structure.

E322 was the first unit to arrive and reported the same the the fire was on an exterior wall with possible extension to the interior of the building and into the attic. E315 was second due and assumed IC with the balance of his crew going to E322 for two out. BC302 assumed IC on arrival with a face to face report and transfer of Command from E315 CO. E322 reported smoke on the interior and forced the door on A/D corner of the building. E303 arrived next and was assigned to Fire Attack with E322. E309 was assigned search and completed a primary and secondary search for an all clear on the building. T304 was assigned ventilation and were all out to the roof. They were able to confirm that the fire had not spread to the roofing structure. T316 was RIT, BC303 was ISO and HR305 assisted with searching for extension.

The fire was under control within 20 minutes. It had extended from the exterior of the building into the exterior wall, but was stopped there by crews. FM311 arrived and started his investigation and ordered a board up company for securing the building.

There were no injuries reported.

#### 168 Alli Ct – Barkdust fire

E322 arrived to find a smoldering bark dust fire in and around a cable junction box / utility vault. E322 extinguished the fire without incident.

#### Oatfield Road – Grass Fire

Arrived to a 10x15 strip of cut grass that was smoldering. Bulk of the fire was extinguished by bystanders. Bystanders at the scene state they heard a loud pop inside their homes and the lights



flickered, then they found the fire burning in the grass area along the east side of oatfield. PGE was dispatched due to a blown fuse on the power pole and a possible underground power issue. The fire was overhauled and extinguished, PGE was left on scene. E322 cleared.

#### 250 E. Exeter – Grass Fire

E322 was dispatched to a miscellaneous fire with CAD notes indicating a large, fast moving grass fire at Max Patterson park with no structures being threatened. E322 arrived to an approximate quarter acre fire burning in short grass as part of the playground baseball field. The area was surrounded on all sides by Exeter and Fairfield roads. E322 was able to quickly stop the fires spread and extinguish all flanks and hotspots quickly. Bystanders on scene identified an adult male subject on scene as lighting fireworks and starting the fire. GPD made contact with this subject and E322 restored the apparatus and cleared the scene without incident or injury.

#### 17400 Webster Road – Barkdust Fire

E322 dispatched for a bark dust fire. E322 arrive and find a 3'x3' area of blackened smoldering bark dust. E322 use garden hose at apartment to douse and extinguish bark dust. Embers extringuished, E322 in service.

#### 19204 Abernathy Ln – Brush or Brush-and-grass mixture

E322 arrived UTL and made contact with subjects stating they had a very small grass / bush fire in the yard that was quickly extinguished with two garden hoses. E322 recalled additional units responding to the scene and advised the subjects to monitor and confirm the fire was out before clearing the scene without incident.

#### 915 E. Arlington St – Barkdust Fire

E322 located and extinguished a small spot of smoldering bark dust observed by a bystander.





**AGENDA**

**ITEM**

**#9 –**

**NO**

**ATTACHMENTS**





**AGENDA**

**ITEM**

**#10 –**

**NO**

**ATTACHMENTS**







**GLADSTONE  
CITY  
EVENT  
ANNOUNCEMENTS**



**REGULAR AGENDA**



# City of Gladstone Staff Report

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Report Date : August 1, 2023  
Meeting Date : August 8, 2023  
To : City Council  
From : Jacque M. Betz, City Administrator

## **AGENDA ITEM:**

Approve Resolution 1223 amending Exhibit "A" to Resolution No. 1202 by revising the *Solid Waste Rate Structure Schedule*, effective September 1, 2023

## **History/Background:**

Gladstone Disposal Company, Inc. has an exclusive franchise agreement with the City of Gladstone to provide solid waste, yard debris, and recycling services within the city limits. Under the terms of the franchise, rate increases are set by resolution with the approval of the Gladstone City Council. The rates only apply to those who are receiving a service.

## **Proposal:**

In the summer of 2023, the City's Franchise, Gladstone Disposal Company, Inc. submitted a rate adjustment proposal with rationale for the rate increase.

They have not requested an increase since 2021. Clackamas County reviews the financial results of each franchisee in the County. They contract with an outside consulting group specializing in solid waste financial analysis to perform an analysis of the data submitted. Expenses are adjusted to eliminate costs that are allowed for tax purposes, but not allowed for determining collection fees. The County's policy is to measure the health of the solid waste collection system within a range of 8-12% return on revenues.

In 2022, the City of Gladstone fell below this standard range, called attention by three straight years of increased disposal costs at the Metro Transfer Stations, increased recycling costs, increased fuel costs, and a higher than usual inflationary environment. Disposal is the highest cost component, and those costs have increased from \$98.35 a ton in 2020 to \$137.30 a ton as of July 1, 2023

Included in your packet are the following attachments:

1. Rate Adjustment Breakdown
2. City/County Comparison of Rates
3. 10-Year Comparison of County Rate Increases, CPI Increases, and Gladstone Rate Increases
4. Proposed Rate Schedules.

**Options:**

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

**Cost Impact:**

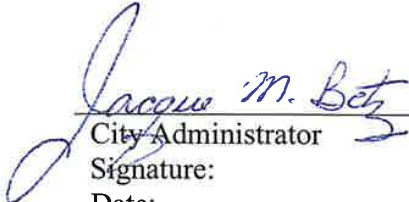
Attachment 2 is the summary of proposed rate adjustment impacts. For the average customer in Gladstone (35-gallon weekly service) the increase is an increase of \$3.06 per month.

**Recommended Staff Action:**

Staff recommends Council approval by making the following motion:

**“I make a motion to approve Resolution 1223 amending Exhibit “A” to Resolution No. 1202 by revising the *Solid Waste Rate Structure Schedule* effective September 1, 2023.**

\_\_\_\_\_  
Department Head  
Signature:  
Date:

  
\_\_\_\_\_  
City Administrator  
Signature:  
Date:

**RESOLUTION NO. 1223**

**CITY OF GLADSTONE, OREGON**

*A Resolution amending Exhibit "A" to resolution No. 1202  
by revising the Solid Waste Rate Schedule*

**WHEREAS**, Gladstone Disposal Company has an exclusive franchise agreement with the City of Gladstone to provide solid waste, yard debris, and recycling services within the City limits; and

**WHEREAS**, The Gladstone Disposal Company is requesting rate adjustments in the Solid Waste Rate Schedule; and

**WHEREAS**, on December 14, 2021 the City Council approved Resolution 1202 revising the Solid Waste Rate Schedule to become effective February 1, 2022; and

**WHEREAS**, Clackamas County contracted with an outside consulting group to perform an analysis of financial data. The County's policy is to measure the health of the solid waste collections system within a range of 8-12% return on revenues; and

**WHEREAS**, based on the results of the analysis, Gladstone Disposal was below the range this standard range, called attention by three straight years of increased disposal costs at the Metro Transfer Stations, increased recycling costs, increased fuel costs, and a higher than usual inflationary environment. Disposal is the highest cost component, and those costs have increased from \$98.35 a ton in 2020 to \$137.30 a ton as of July 1, 2023; and,

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Gladstone, a municipal corporation of the State of Oregon, that Resolution No. 1202 is amended by substituting the attached Exhibit "A" in lieu of Resolution 1202, Exhibit "A" now in place reflecting the rate schedule for Gladstone Disposal Company, Inc., within the City of Gladstone, and

**BE IT FURTHER RESOLVED** that this revised rate schedule will take effect on the 1<sup>st</sup> day of September, 2023.

This Resolution adopted by the Gladstone City Council and approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2023.

ATTEST:

\_\_\_\_\_  
Michael Milch, Mayor

\_\_\_\_\_  
Tami Bannick, City Recorder

RESOLUTION #1223

EXHIBIT "A"

**Attachment #4**

**Proposed Rate Increases**

<b>Service</b>	<b>Current Rates</b>	<b>Proposed Adjustment</b>	<b>Proposed Rates</b>	<b>Proposed Increase</b>
<b>Residential Cart</b>				
20 Gal Weekly	\$ 24.81	\$ 2.48	\$ 27.29	10.00%
35 Gal Weekly	\$ 30.60	\$ 3.06	\$ 33.66	10.00%
65 Gal Weekly	\$ 41.60	\$ 4.16	\$ 45.76	10.00%
95 Gal Weekly	\$ 45.00	\$ 4.50	\$ 49.50	10.00%
35 Gal Monthly	\$ 14.88	\$ 1.49	\$ 16.37	10.00%
35 Gal Will Call	\$ 12.22	\$ 1.22	\$ 13.44	10.00%
Extra - 35 Gal Equivalent	\$ 7.44	\$ 0.74	\$ 8.18	10.00%
Extra - Yard Debris	\$ 3.25	\$ 0.33	\$ 3.58	10.00%
Yard Debris - Yearly	\$ 67.00	\$ 6.70	\$ 73.70	10.00%
Recycle Only	\$ 4.50	\$ 0.45	\$ 4.95	10.00%
<b>Commercial Cart</b>				
35 Gal Weekly	\$ 30.60	\$ 3.06	\$ 33.66	10.00%
65 Gal Weekly	\$ 41.60	\$ 4.16	\$ 45.76	10.00%
95 Gal Weekly	\$ 45.00	\$ 4.50	\$ 49.50	10.00%
<b>Commercial Container</b>				
1-1/2 Yard Weekly	\$ 156.70	\$ 15.67	\$ 172.37	10.00%
2 Yard Weekly	\$ 194.15	\$ 19.42	\$ 213.57	10.00%
3 Yard Weekly	\$ 269.22	\$ 26.92	\$ 296.14	10.00%
4 Yard Weekly	\$ 344.65	\$ 34.47	\$ 379.12	10.00%
5 Yard Weekly	\$ 421.34	\$ 42.13	\$ 463.47	10.00%
6 Yard Weekly	\$ 501.10	\$ 50.11	\$ 551.21	10.00%
8 Yard Weekly	\$ 627.32	\$ 62.73	\$ 690.05	10.00%



## Attachment #4 (Continued)

### Commercial Rate Schedule - Proposed Rates

Pickups Per Week	1	2	3	4	5
1-1/2 Yard Weekly	\$ 172.37	\$ 328.24	\$ 484.10	\$ 639.97	\$ 795.84
Each Additional	\$ 149.96	\$ 299.92	\$ 449.88	\$ 599.84	\$ 749.79
Will Call	\$ 75.14				
Extra Pick Up	\$ 51.34				
2 Yard Weekly	\$ 213.57	\$ 410.63	\$ 607.70	\$ 804.76	\$ 1,001.83
Each Additional	\$ 185.80	\$ 371.60	\$ 557.40	\$ 743.20	\$ 929.02
Will Call	\$ 88.74				
Extra Pick Up	\$ 61.64				
3 Yard Weekly	\$ 296.14	\$ 575.80	\$ 855.44	\$ 1,135.08	\$ 1,414.72
Each Additional	\$ 257.64	\$ 515.30	\$ 772.94	\$ 1,030.58	\$ 1,288.23
Will Call	\$ 115.98				
Extra Pick Up	\$ 82.29				
4 Yard Weekly	\$ 379.12	\$ 741.73	\$ 1,104.35	\$ 1,466.96	\$ 1,829.58
Each Additional	\$ 329.82	\$ 659.66	\$ 989.48	\$ 1,319.32	\$ 1,649.14
Will Call	\$ 143.36				
Extra Pick Up	\$ 103.03				
5 Yard Weekly	\$ 463.47	\$ 910.45	\$ 1,357.42	\$ 1,804.40	\$ 2,251.37
Each Additional	\$ 403.23	\$ 806.44	\$ 1,209.67	\$ 1,612.90	\$ 2,016.11
Will Call	\$ 171.20				
Extra Pick Up	\$ 124.12				
6 Yard Weekly	\$ 551.21	\$ 1,085.92	\$ 1,620.62	\$ 2,155.33	\$ 2,690.04
Each Additional	\$ 479.56	\$ 959.10	\$ 1,438.66	\$ 1,918.20	\$ 2,397.76
Will Call	\$ 200.16				
Extra Pick Up	\$ 146.05				
8 Yard Weekly	\$ 690.05	\$ 1,363.60	\$ 2,037.16	\$ 2,710.71	\$ 3,384.25
Each Additional	\$ 600.35	\$ 1,200.68	\$ 1,801.03	\$ 2,401.38	\$ 3,001.72
Will Call	\$ 245.98				
Extra Pick Up	\$ 180.76				

## Attachment #4 (Continued)

### Miscellaneous Service Fees

**Reinstatement Fee: \$10** When service is reinstated after it has been stopped for non-payment or is customer stops and starts more than twice a year.

**Cart Redelivery: \$25** if cart picked up then service is restarted with 12 mths for non-pay.

**Extra Cart (non-Bag): 20 Gal \$3.50    35 Gal \$7.75**

**Trash in Yard Debris Cart: \$9.90**

**Trash in Recycling Cart: \$11.15**

**Gate Fee - \$4.00**

### Bulky Item Fees

#### Miscellaneous Extras    ALL AREAS

Appliances		\$20.00
Fridge, Freezer, AC		\$40.00
Dense Foam Mattress Q or K		\$17.50
Interspring or Light Foam Q or K		\$10.00
Box Springs		\$7.50
Couch		\$10-15.00
Chair (OC)		\$7.50-12.00
Chair (All other Areas)		\$5.45-10.00
Tire OFF Rim		\$5.00
Tire ON Rim		\$10.00
Truck Tire OFF Rim		\$10.00
Truck Tire ON Rim		\$15.00
File Cabinet		\$7.50
Treadmill		\$20.00
Toilet		\$5.00
Battery		\$10.00
Sharps 1G		\$17.50
Sharps 5G		\$10.00
Inside Pick-Up		\$5.00
Inside Pick-Up Per Flight of Stairs	PER TRIP	\$9.00
Trash in YD Cart		\$9.90
Trash in Rec Cart		\$11.15
<b>Yard Debris Bags in all areas</b>		<b>\$3.00</b>

## Attachment #4 (Continued)

Service	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
<b>Drop Box</b>				
10 Yard Scheduled Service	\$ 155.00	\$ 15.50	\$ 170.50	10.00%
20 Yard Scheduled Service	\$ 162.00	\$ 16.20	\$ 178.20	10.00%
30 Yard Scheduled Service	\$ 185.00	\$ 18.50	\$ 203.50	10.00%
40 Yard Scheduled Service	\$ 215.00	\$ 21.50	\$ 236.50	10.00%
< = 20 Yard Compactor	\$ 142.00	\$ 14.20	\$ 156.20	10.00%
< = 29 Yard Compactor	\$ 147.00	\$ 14.70	\$ 161.70	10.00%
30 Yard Compactor	\$ 162.00	\$ 16.20	\$ 178.20	10.00%
40 Yard Compactor	\$ 182.00	\$ 18.20	\$ 200.20	10.00%
Contaminated Box (Hillsboro)	\$ 500.00	\$ 50.00	\$ 550.00	10.00%

\* 15% Surcharge on all Drop Box Disposal Fees (effective 1/1/19)

\*\* Metro Fees also add \$6.75/Load

REJECTED LOAD:	\$50.00	DISPOSAL SITE REJECTED LOAD. LOAD RETURNED TO CUSTOMER
STAND BY TIME:	\$7.00	PER 5 MINUTE INCREMENT. CHARGED WHEN WAITING FOR THE BOX TO BE CLEARED, CARS TO BE MOVED, ETC.
LEVELING LOAD:	\$7.00	PER 5 MINUTE INCREMENT. CHARGED IF A DRIVER HAS TO SPEND TIME GETTING THE LOAD LEVEL TO HAUL IT SAFELY.
WASH OUT:	\$30.00	ASSESSED WHEN CUSTOMER REQUESTS THE SERVICE. ALSO ASSESSED WHEN DROP BOX IS CONTAMINATED AND REQUIRES CLEANING BEFORE DELIVERING TO A NEW SITE.
COMPACTOR TURN-AROUND:	\$40.00	FOR COMPACTORS REQUIRING REPOSITIONING ON TRUCK TO ENABLE COLLECTION AND TIP.
DRY RUN:	\$30.00	CHARGED WHEN THE SCHEDULED COLLECTION IS PREVENTED BECAUSE THE BOX IS BLOCKED OR CUSTOMER IS NOT READY.
DEADHEAD ROUND TRIP:	\$25.00	TO BE USED FOR SPECIALIZED BOXES THAT CANNOT BE EXCHANGED.
BOXES WITH LIDS:	\$20.00	PER MONTH BILLED ON 1 <sup>st</sup> DAY OF DELIVERY FOR BOXES WITH AN ATTACHED LID

**DEMURRAGE AFTER 2 WORKING DAYS: \$ 7.00 PER DAY OR \$70/MONTH \*\*WHICHEVER IS LESS AND ONLY IF LESS THAN ONE LOAD PER WEEK IS HAULED. DELIVERY DAY, PULLOUT DAY, SATURDAY, SUNDAY AND FEDERAL HOLIDAYS DO NOT COUNT AS DEMURRAGE/RENTAL DAYS. ALL PERMANENT CUSTOMERS SHALL BE CHARGED RENT OF \$70/Month if they have less than 3 empties**



July 24<sup>th</sup>, 2023

Jacque Betz  
City Manager  
City of Gladstone  
18505 Portland Avenue  
Gladstone, OR 97027

RE: Gladstone Disposal Rate Adjustment

Dear Ms. Betz,

Gladstone Disposal is privileged to provide solid waste services to the City of Gladstone. Since 1935, we have been a community partner, providing trash, recycling, and yard debris collection to residential customers, trash and recycling services to commercial customers, and Drop Box services to customers in Gladstone. We are committed to providing the best quality of service in the industry. Our company is headquartered just three miles from Gladstone City Hall, many of our employees live in this area, and we take pride in being a part of this community.

Each year the Clackamas County Solid Waste & Sustainability Department reviews the financial results of each franchise in the County in partnership with an outside consulting firm that specializes in solid waste financial analysis to examine and pressure test the data submitted. Expenses are adjusted to eliminate costs that are allowed for tax purposes but not allowed for determining collection fees.

The County's policy, and the general policy in this area, is to measure the health of the solid waste collection system within a range of 8% to 12% return on revenues, often targeting a 10% return. The 10% is intended to pay income taxes, to be allocated to reserves to run operations, to pay for capital purchases, and then to provide a return to owners. With a 10% return on revenues, the business owner generally nets approximately 4% in returns. In 2022, the City of Gladstone fell below this standard range, underscored by three straight years of increased disposal costs at Metro Transfer Stations, increased recycling costs, increased fuel costs, and a higher-than-usual inflationary environment. More specifically, disposal is our highest cost component, and those costs have increased from \$98.35 a ton in 2020 to \$137.30 a ton (taking effect July 1st, 2023), an increase of 39.6% from July 2019 to July 2023.

We are requesting a rate adjustment of 10% to cover these higher costs, which are itemized in the *Rate Adjustment Breakdown* attachment. We believe the proposed rates, detailed in the *Proposed Rate Schedules* attachment, are reasonable based on comparative rates and increased costs and are sufficient to meet our company's present needs.

Most Gladstone residents use 35-gallon carts and would see an increase of \$3.06 a month, taking their monthly bill from \$30.60 to \$33.66. These rates remain highly favorable compared to other nearby city and county jurisdictions, as outlined in the *City/County Comparison of Rates* and *10-Year Comparison of County Rate Increases, CPI Increases, and Gladstone Rate Increases* attachment.

We appreciate your consideration of this rate adjustment.

Respectfully,

A handwritten signature in black ink, appearing to read 'W. Mathias', with a long horizontal flourish extending to the right.

Will Mathias, CFO  
Gladstone Disposal Company

Attachments:

- (1) Rate Adjustment Breakdown
- (2) City/County Comparison of Rates
- (3) 10-Year Comparison of County Rate Increases, CPI Increases, and Gladstone Rate Increases
- (4) Proposed Rate Schedules

# **Attachment #1**

## **Rate Adjustment Breakdown**

<b>Rate Adjustment Breakdown</b>	
Disposal & Processing Costs	5.17%
Fuel	1.97%
Inflation	1.51%
Franchise Costs	0.34%
Labor	0.31%
Look Back Adjustment	0.71%
<b>Total</b>	<b>10.00%</b>

## Attachment #2

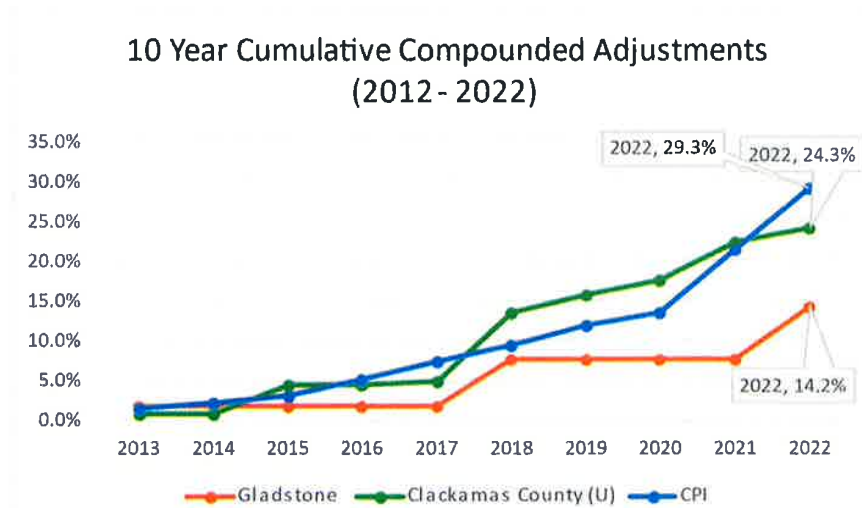
### City/County Comparison of Rates

	Gladstone Proposed *	Oregon City 09/01/23	Clackamas Co. (U) 07/01/23	Milwaukie 09/01/22	Portland 07/01/23	Lake Oswego 01/01/23	Canby 07/01/23	West Linn 07/01/23
20G	27.39	26.66	32.00	31.35	33.95	26.84	27.66	28.80
35G	33.66	32.81	37.10	35.95	38.95	36.17	32.94	34.32
60G	45.76	44.17	48.55	46.55	43.60	53.76	52.73	54.97
90G	49.50	47.76	57.60	54.75	49.90	56.33	58.46	60.44

\* Rates expected to increase this year (increases TBD)

# Attachment #3

## 10-Year Comparison of County Rate Increases, CPI Increases, and Gladstone Rate Increases



2012 to 2022 Comparison (Current Rates)		2012 35 Gal Rate	2022 35 Gal Rate	\$ Δ	% Δ
Gladstone	\$	26.79	\$ 30.60	\$ 3.81	14.2%
Clackamas County (U)	\$	28.65	\$ 35.60	\$ 6.95	24.3%

2012 to 2023 Comparison (Proposed Rates)		2012 35 Gal Rate	2023 35 Gal Rate	\$ Δ	% Δ
Gladstone *	\$	26.79	\$ 33.66	\$ 6.87	25.6%
Clackamas County (U)	\$	28.65	\$ 37.10	\$ 8.45	29.5%

\* 2023 Proposed Rates



## Attachment #4

### Proposed Rate Increases

Service	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
<b>Residential Cart</b>				
20 Gal Weekly	\$ 24.81	\$ 2.48	\$ 27.29	10.00%
35 Gal Weekly	\$ 30.60	\$ 3.06	\$ 33.66	10.00%
65 Gal Weekly	\$ 41.60	\$ 4.16	\$ 45.76	10.00%
95 Gal Weekly	\$ 45.00	\$ 4.50	\$ 49.50	10.00%
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## Attachment #4 (Continued)

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Will Call	\$ 143.36				
Extra Pick Up	\$ 103.03				
5 Yard Weekly	\$ 463.47	\$ 910.45	\$ 1,357.42	\$ 1,804.40	\$ 2,251.37
Each Additional	\$ 403.23	\$ 806.44	\$ 1,209.67	\$ 1,612.90	\$ 2,016.11
Will Call	\$ 171.20				
Extra Pick Up	\$ 124.12				
6 Yard Weekly	\$ 551.21	\$ 1,085.92	\$ 1,620.62	\$ 2,155.33	\$ 2,690.04
Each Additional	\$ 479.56	\$ 959.10	\$ 1,438.66	\$ 1,918.20	\$ 2,397.76
Will Call	\$ 200.16				
Extra Pick Up	\$ 146.05				
8 Yard Weekly	\$ 690.05	\$ 1,363.60	\$ 2,037.16	\$ 2,710.71	\$ 3,384.25
Each Additional	\$ 600.35	\$ 1,200.68	\$ 1,801.03	\$ 2,401.38	\$ 3,001.72
Will Call	\$ 245.98				
Extra Pick Up	\$ 180.76				

## Attachment #4 (Continued)

### Miscellaneous Service Fees

**Reinstatement Fee: \$10** When service is reinstated after it has been stopped for non-payment or is customer stops and starts more than twice a year.

**Cart Redelivery: \$25** if cart picked up then service is restarted with 12 mths for non-pay.

**Extra Cart (non-Bag):** 20 Gal \$3.50    35 Gal \$7.75

Trash in Yard Debris Cart: \$9.90

Trash in Recycling Cart: \$11.15

Gate Fee - \$4.00

### Bulky Item Fees

#### Miscellaneous Extras ALL AREAS

Appliances		\$20.00
Fridge, Freezer, AC		\$40.00
Dense Foam Mattress Q or K		\$17.50
Interspring or Light Foam Q or K		\$10.00
Box Springs		\$7.50
Couch		\$10-15.00
Chair (OC)		\$7.50-12.00
Chair (All other Areas)		\$5.45-10.00
Tire OFF Rim		\$5.00
Tire ON Rim		\$10.00
Truck Tire OFF Rim		\$10.00
Truck Tire ON Rim		\$15.00
File Cabinet		\$7.50
Treadmill		\$20.00
Toilet		\$5.00
Battery		\$10.00
Sharps 1G		\$17.50
Sharps 5G		\$10.00
Inside Pick-Up		\$5.00
Inside Pick-Up Per Flight of Stairs	PER TRIP	\$9.00
Trash in YD Cart		\$9.90
Trash in Rec Cart		\$11.15

**Yard Debris Bags in all areas                      \$3.00**

## Attachment #4 (Continued)

Service	Current Rates	Proposed Adjustment	Proposed Rates	Proposed Increase
<b>Drop Box</b>				
10 Yard Scheduled Service	\$ 155.00	\$ 15.50	\$ 170.50	10.00%
20 Yard Scheduled Service	\$ 162.00	\$ 16.20	\$ 178.20	10.00%
30 Yard Scheduled Service	\$ 185.00	\$ 18.50	\$ 203.50	10.00%
40 Yard Scheduled Service	\$ 215.00	\$ 21.50	\$ 236.50	10.00%
< = 20 Yard Compactor	\$ 142.00	\$ 14.20	\$ 156.20	10.00%
< = 29 Yard Compactor	\$ 147.00	\$ 14.70	\$ 161.70	10.00%
30 Yard Compactor	\$ 162.00	\$ 16.20	\$ 178.20	10.00%
40 Yard Compactor	\$ 182.00	\$ 18.20	\$ 200.20	10.00%
Contaminated Box (Hillsboro)	\$ 500.00	\$ 50.00	\$ 550.00	10.00%

\* 15% Surcharge on all Drop Box Disposal Fees (effective 1/1/19)

\*\* Metro Fees also add \$6.75/Load

REJECTED LOAD:	\$50.00	DISPOSAL SITE REJECTED LOAD. LOAD RETURNED TO CUSTOMER
STAND BY TIME:	\$7.00	PER 5 MINUTE INCREMENT. CHARGED WHEN WAITING FOR THE BOX TO BE CLEARED, CARS TO BE MOVED, ETC.
LEVELING LOAD:	\$7.00	PER 5 MINUTE INCREMENT. CHARGED IF A DRIVER HAS TO SPEND TIME GETTING THE LOAD LEVEL TO HAUL IT SAFELY.
WASH OUT:	\$30.00	ASSESSED WHEN CUSTOMER REQUESTS THE SERVICE. ALSO ASSESSED WHEN DROP BOX IS CONTAMINATED AND REQUIRES CLEANING BEFORE DELIVERING TO A NEW SITE.
COMPACTOR TURN-AROUND:	\$40.00	FOR COMPACTORS REQUIRING REPOSITIONING ON TRUCK TO ENABLE COLLECTION AND TIP.
DRY RUN:	\$30.00	CHARGED WHEN THE SCHEDULED COLLECTION IS PREVENTED BECAUSE THE BOX IS BLOCKED OR CUSTOMER IS NOT READY.
DEADHEAD ROUND TRIP:	\$25.00	TO BE USED FOR SPECIALIZED BOXES THAT CANNOT BE EXCHANGED.
BOXES WITH LIDS:	\$20.00	PER MONTH BILLED ON 1 <sup>ST</sup> DAY OF DELIVERY FOR BOXES WITH AN ATTACHED LID

**DEMURRAGE AFTER 2 WORKING DAYS: \$ 7.00 PER DAY OR \$70/MONTH \*\*WHICHEVER IS LESS AND ONLY IF LESS THAN ONE LOAD PER WEEK IS HAULED. DELIVERY DAY, PULLOUT DAY, SATURDAY, SUNDAY AND FEDERAL HOLIDAYS DO NOT COUNT AS DEMURRAGE/RENTAL DAYS. ALL PERMANENT CUSTOMERS SHALL BE CHARGED RENT OF \$70/Month if they have less than 3 empties**



# City of Gladstone Staff Report

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Report Date: 07-31-2023  
Meeting Date: 08-08-2023  
To: Gladstone City Council  
From: John Schmerber, Chief of Police

## AGENDA ITEM

Consider approval of Ordinance 1523, an ordinance amending Gladstone Municipal Code (GMC) Chapter 6.08 to include Subsection 2 of GMC 6.08.010, *roosters are not allowed to be kept, possessed, maintained or harbored within the city.* Included for consideration are also amendments to language in subsection 6.08.020, 6.08.030, and 6.08.070 for clarity purposes.

## History/Background

Chapter 6.08 "Animals" does not include the keeping, maintaining, possessing or harboring of roosters within the current Gladstone Municipal Code. The current animal permit application highlights "ROOSTERS ARE PROHIBITED" in red making it clear a resident of the City of Gladstone cannot obtain a permit for the keeping of roosters. Adding language to Chapter 6.08 prohibiting roosters would bring clarity, consistency, and fall in line with current city practice.

## Proposal

Included in the packet is the ordinance in track-changes. Staff worked with the City Attorney and recommends adding Subsection 2 of 6.08.010 as shown in the track changes draft of Chapter 6.08. This would meet the required needs of prohibiting roosters within the city, add clarity to the code and fall in line with current city practice.

Language deleted is in ~~strike through~~ and language proposed is in red. A clean copy of the ordinance is also included in the packet. This language is clear, enforceable, and contains guidelines to follow when considering to grant or deny a permit consistently. The ordinance also allows an appeal process to the City Council if a permit is denied administratively.

## Options

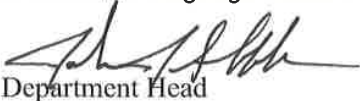
1. Maintain current ordinance.
2. Accept and approve additions and changes to the ordinance.

## Cost Impact

Staff time.

## Recommended Staff Action

Staff recommends Council approval by making the following motion: *"I make a motion to approve Ordinance 1523 an ordinance amending Gladstone Municipal Code (GMC) Chapter 6.08 to include Subsection 2 of GMC 6.08.010, roosters are not allowed to be kept, possessed, maintained or harbored within the city, and to amend subsection 6.08.020, 6.08.030, and 6.08.070 to make the language clearer."*

  
Department Head  
Signature

8.2.23  
Date

  
City Administrator  
Signature

8/2/23  
Date

**ORDINANCE NO. 1523**

***AN ORDINANCE AMENDING GLADSTONE MUNICIPAL CODE  
CHAPTER 6.08 - ANIMALS***

**WHEREAS**, Chapter 6.08 of the Gladstone Municipal Code does not include the keeping, maintaining, possessing or harboring of roosters within the current Gladstone Municipal Code; and

**WHEREAS**, currently, the animal permit application highlights “ROOSTERS ARE PROHIBITED” in red making it clear a resident of the City of Gladstone cannot obtain a permit for the keeping of roosters; and

**WHEREAS**, the City desires to add language to Gladstone Municipal Code Chapter 6.08 prohibiting roosters to add clarity, consistency and fall in line with current city practice.

**NOW, THEREFORE, THE CITY OF GLADSTONE ORDAINS AS FOLLOWS:**

Section 1. The Gladstone City Council amends Section 6.08 of the Gladstone Municipal Code as described in Exhibit A to this ordinance, which is attached and incorporated by reference. Additions to the code are in red and deletions are shown as ~~struck through~~.

Section 2. All remaining provisions of Section 6.08 of the Gladstone Municipal Code are reaffirmed.

Section 3. This Ordinance is effective 30 days from the date of adoption.

Approved by the Gladstone City Council this \_\_\_\_ day of \_\_\_\_\_, 2023.

ATTEST:

\_\_\_\_\_  
Michael Milch, Mayor

\_\_\_\_\_  
Tami Bannick, City Recorder

**ORDINANCE 1523**  
**Exhibit “A”**

**Chapter 6.08**  
**ANIMALS**

Sections:

- 6.08.010 Keeping bees, livestock or fowl—Permit—Required.**
- 6.08.020 Keeping bees, livestock or fowl—Permit—Requirements.**
- 6.08.030 Keeping bees, livestock or fowl—Permit—Denial or revocation—Filing of appeal.**
- 6.08.040 Keeping bees, livestock or fowl—Permit—Appeal hearing.**
- 6.08.050 Keeping wild or dangerous animals—Prohibited—Defined.**
- 6.08.060 Barns, pens, corrals and kennels kept in unsanitary condition prohibited.**
- 6.08.070 Offensive littering by an animal.**
- 6.08.080 Violation—Penalty.**

**6.08.010 Keeping bees, livestock or fowl—Permit—Required.**

(1) It is unlawful for any person to keep, maintain, possess or harbor on any property within the city any apiary, livestock or fowl such as, but not limited to, horses, mules, donkeys, burros, cattle, sheep, goats, swine, chickens, geese, ducks, turkeys, doves or pigeons unless a bee, livestock or fowl permit therefor has been issued by the city.

(2) Notwithstanding subsection (1), the city will not issue a fowl permit for any person to keep, maintain, possess or harbor any rooster within the city.

**Statutory Reference:** ORS Ch. 609

**History:** Ord. [821](#) §1, 1973; Ord. [1389](#), 2007.

**6.08.020 Keeping bees, livestock or fowl—Permit—Requirements.**

(1) A permit to keep such bees, livestock or fowl within the city shall not be granted unless the owner or possessor provides facilities which will **reasonably** assure the city that the premises will be maintained in a sanitary condition, free from offensive odors, excessive noise or any other conditions which constitute a public nuisance as defined in Chapters [8.04](#) and [9.12](#).

(2) The annual permit fee shall be as prescribed in a Master Fee Resolution.

(3) Any person, firm or corporation having honey bees (apis mellifera) on its property shall maintain each colony pursuant to the following conditions:

- (a) Colonies shall be maintained in moveable frame hives.



(b) Adequate space shall be maintained in the hive to prevent overcrowding and swarming.

(c) Colonies shall be re-queened following any swarming or aggressive behavior.

(d) All colonies shall be registered with the Oregon Department of Agriculture pursuant to ORS [602.090](#).

**Statutory Reference:** ORS Ch. 609

**History:** Ord. [821](#) §1, 1973; Ord. [1389](#), 2007.

**6.08.030 Keeping bees, livestock or fowl—Permit—Denial or revocation—Filing of appeal.**

The City Administrator or designee may deny or revoke a permit to keep, maintain or possess apiaries, livestock or fowl within the city if it is determined that any provision of this chapter is being violated, or if ~~he~~ **or she the City Administrator or designee** finds that maintenance of any apiary, livestock or fowl interferes with the reasonable and comfortable use and enjoyment of the property of others; provided, however, that the person being aggrieved by such denial or revocation can, within 10 days thereafter, appeal the decisions of the City Administrator or designee to the City Council.

**Statutory Reference:** ORS Ch. 609

**History:** Ord. [821](#) §1, 1973; Ord. [1389](#), 2007.

**6.08.040 Keeping bees, livestock or fowl—Permit—Appeal hearing.**

A public hearing shall be held upon the appeal within 45 days of the date the appeal was filed with the city. The City Council shall use the same standards as the City Administrator in ruling upon the appeal.

**Statutory Reference:** ORS Ch. 609

**History:** Ord. [821](#) §1, 1973; Ord. [1389](#), 2007.

**6.08.050 Keeping wild or dangerous animals—Prohibited—Defined.**

(1) It is unlawful for any person to hold, possess, maintain, harbor, transport or sell within the city any living wild or dangerous animal.

(2) "Wild or dangerous animal," for the purposes of this section, means and includes any and all species of:

(a) Poisonous reptiles;

(b) Lizards belonging to the family Varanidae;

(c) Nonpoisonous snakes with a length greater than six feet;

(d) Crocodylians with a length greater than one foot;

(e) All species of nonhuman mammals, excepting the:

- (A) Domestic cat (*Felis Catus*);
- (B) Chinchilla (*Chinchilla Laniger*);
- (C) Domestic dog (*Canis Familiaris*);
- (D) Domestic ferret (*Mustela Putorius*);
- (E) Mongolian gerbil (*Meriones Unguiculatus*);
- (F) Guinea pig (*Cavia Porcellus*);
- (G) Hamster (*Mesocricetus Auratus* or *Cricetinae*, Dwarf Strains);
- (H) Domestic laboratory mouse (*Mus Musculus*);
- (I) Domestic rabbit (*Oryctolagus Coniculus*);
- (J) Domestic laboratory rat (*Rattus Albino Strain*);
- (K) Squirrel monkey (*Saimiri Vanzolinii* or *Saimiri Sciureus*);
- (L) Woolly monkey (*Lagothrix Lagotricha*); and
- (M) Domestic species of livestock as listed in GMC Section [6.08.010](#).

(3) Notwithstanding subsection (1), a person may hold, possess, maintain, harbor or transport a species of nonhuman mammal of the family Felidae, provided that:

- (a) The person submits proof satisfactory to the city that the animal has been regularly kept at a place of control or confinement in the city since a date prior to January 1, 2013;
- (b) The person has a disability as described in ORS [659A.104](#);
- (c) A physician has recommended keeping the exotic animal to alleviate the effects of the disability;
- (d) The person has been issued a permit for the animal from the State Department of Agriculture; and
- (e) The animal does not present a likely danger to the health, safety and welfare of city residents.

(4) Any person wishing to hold, possess, maintain, harbor or transport a species of nonhuman mammal of the family Felidae must first obtain a permit to do so from the city. The city will issue the permit upon reasonable satisfaction that all requirements of subsection (3) exist. The initial request for a permit must be made in writing to the city no later than December 31, 2014, and the person must obtain a renewal permit annually thereafter no later than December 31st of each year.

**Statutory Reference:** ORS [609.205](#)

**History:** Ord. [821](#) §2, 1973; Ord. [1389](#), 2007; Ord. [1448](#) §1, 2014.

#### **6.08.060 Barns, pens, corrals and kennels kept in unsanitary condition prohibited.**

Any barn, pen, corral, coop, yard, kennel or other enclosure or appurtenance thereof in which any animal, livestock, or fowl is kept or any other place within the city in which manure or other discharges of animals, livestock or fowl accumulates and which is maintained in an unsanitary condition, allowing an offensive odor to escape there from or providing an insect or rodent attractant, is deemed a nuisance and prohibited.

**Statutory Reference:** ORS Ch. 609

**History:** Ord. [821](#) §3, 1973; Ord. [1389](#), 2007.

#### **6.08.070 Offensive littering by an animal.**

(1) A person commits offensive littering by an animal if, while in control of an animal that defecates on the property of another without permission of the property owner or upon any public way as defined in ORS [164.805](#)(2), and ~~he or she~~ **the person** fails to promptly remove and properly dispose of the animal waste.

(2) Offensive littering by an animal is a city code violation.

**Statutory Reference:**

**History:** Ord. [1386](#) §1, 2007, Ord. [1389](#), 2007.

#### **6.08.080 Violation—Penalty.**

(1) A violation of any provision of this chapter, except provisions in Section [6.08.050](#), shall be a Class “D” Infraction as specified in GMC [1.08.010](#) through [1.08.100](#).

(2) A violation of any provision of Section [6.08.050](#) shall be a Class “A” Infraction as specified in GMC [1.08.010](#) through [1.08.100](#).

(3) Each and every day in which any provision of this chapter is violated shall constitute a separate offense.

**Statutory Reference:**

**History:** Ord. [1386](#), 2007; Ord. [1389](#), 2007.

**ORDINANCE 1523**  
**Exhibit “A”**

**Chapter 6.08**  
**ANIMALS**

Sections:

- 6.08.010 Keeping bees, livestock or fowl—Permit—Required.**
- 6.08.020 Keeping bees, livestock or fowl—Permit—Requirements.**
- 6.08.030 Keeping bees, livestock or fowl—Permit—Denial or revocation—Filing of appeal.**
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(2) Notwithstanding subsection (1), the city will not issue a fowl permit for any person to keep, maintain, possess or harbor any rooster within the city.

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(3) Any person, firm or corporation having honey bees (*apis mellifera*) on its property shall maintain each colony pursuant to the following conditions:

- (a) Colonies shall be maintained in moveable frame hives.

(b) Adequate space shall be maintained in the hive to prevent overcrowding and swarming.

(c) Colonies shall be re-queened following any swarming or aggressive behavior.

(d) All colonies shall be registered with the Oregon Department of Agriculture pursuant to ORS [602.090](#).

**Statutory Reference:** ORS Ch. 609

**History:** Ord. [821](#) §1, 1973; Ord. [1389](#), 2007.

**6.08.030 Keeping bees, livestock or fowl—Permit—Denial or revocation—Filing of appeal.**

The City Administrator or designee may deny or revoke a permit to keep, maintain or possess apiaries, livestock or fowl within the city if it is determined that any provision of this chapter is being violated, or if the City Administrator or designee finds that maintenance of any apiary, livestock or fowl interferes with the reasonable and comfortable use and enjoyment of the property of others; provided, however, that the person being aggrieved by such denial or revocation can, within 10 days thereafter, appeal the decisions of the City Administrator or designee to the City Council.

**Statutory Reference:** ORS Ch. 609

**History:** Ord. [821](#) §1, 1973; Ord. [1389](#), 2007.

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A public hearing shall be held upon the appeal within 45 days of the date the appeal was filed with the city. The City Council shall use the same standards as the City Administrator in ruling upon the appeal.

**Statutory Reference:** ORS Ch. 609

**History:** Ord. [821](#) §1, 1973; Ord. [1389](#), 2007.

**6.08.050 Keeping wild or dangerous animals—Prohibited—Defined.**

(1) It is unlawful for any person to hold, possess, maintain, harbor, transport or sell within the city any living wild or dangerous animal.

(2) "Wild or dangerous animal," for the purposes of this section, means and includes any and all species of:

(a) Poisonous reptiles;

(b) Lizards belonging to the family Varanidae;

(c) Nonpoisonous snakes with a length greater than six feet;

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(e) All species of nonhuman mammals, excepting the:

- (A) Domestic cat (*Felis Catus*);
- (B) Chinchilla (*Chinchilla Laniger*);
- (C) Domestic dog (*Canis Familiaris*);
- (D) Domestic ferret (*Mustela Putorius*);
- (E) Mongolian gerbil (*Meriones Unguiculatus*);
- (F) Guinea pig (*Cavia Porcellus*);
- (G) Hamster (*Mesocricetus Auratus* or *Cricetinae*, Dwarf Strains);
- (H) Domestic laboratory mouse (*Mus Musculus*);
- (I) Domestic rabbit (*Oryctolagus Coniculus*);
- (J) Domestic laboratory rat (*Rattus Albino Strain*);
- (K) Squirrel monkey (*Saimiri Vanzolinii* or *Saimiri Sciureus*);
- (L) Woolly monkey (*Lagothrix Lagotricha*); and
- (M) Domestic species of livestock as listed in GMC Section [6.08.010](#).

(3) Notwithstanding subsection (1), a person may hold, possess, maintain, harbor or transport a species of nonhuman mammal of the family Felidae, provided that:

- (a) The person submits proof satisfactory to the city that the animal has been regularly kept at a place of control or confinement in the city since a date prior to January 1, 2013;
- (b) The person has a disability as described in ORS [659A.104](#);
- (c) A physician has recommended keeping the exotic animal to alleviate the effects of the disability;
- (d) The person has been issued a permit for the animal from the State Department of Agriculture; and
- (e) The animal does not present a likely danger to the health, safety and welfare of city residents.

(4) Any person wishing to hold, possess, maintain, harbor or transport a species of nonhuman mammal of the family Felidae must first obtain a permit to do so from the city. The city will issue the permit upon reasonable satisfaction that all requirements of subsection (3) exist. The initial request for a permit must be made in writing to the city no later than December 31, 2014, and the person must obtain a renewal permit annually thereafter no later than December 31st of each year.

**Statutory Reference:** ORS [609.205](#)

**History:** Ord. [821](#) §2, 1973; Ord. [1389](#), 2007; Ord. [1448](#) §1, 2014.

#### **6.08.060 Barns, pens, corrals and kennels kept in unsanitary condition prohibited.**

Any barn, pen, corral, coop, yard, kennel or other enclosure or appurtenance thereof in which any animal, livestock, or fowl is kept or any other place within the city in which manure or other discharges of animals, livestock or fowl accumulates and which is maintained in an unsanitary condition, allowing an offensive odor to escape there from or providing an insect or rodent attractant, is deemed a nuisance and prohibited.

**Statutory Reference:** ORS Ch. 609

**History:** Ord. [821](#) §3, 1973; Ord. [1389](#), 2007.

#### **6.08.070 Offensive littering by an animal.**

(1) A person commits offensive littering by an animal if, while in control of an animal that defecates on the property of another without permission of the property owner or upon any public way as defined in ORS [164.805](#)(2), and the person fails to promptly remove and properly dispose of the animal waste.

(2) Offensive littering by an animal is a city code violation.

**Statutory Reference:**

**History:** Ord. [1386](#) §1, 2007, Ord. [1389](#), 2007.

#### **6.08.080 Violation—Penalty.**

(1) A violation of any provision of this chapter, except provisions in Section [6.08.050](#), shall be a Class “D” Infraction as specified in GMC [1.08.010](#) through [1.08.100](#).

(2) A violation of any provision of Section [6.08.050](#) shall be a Class “A” Infraction as specified in GMC [1.08.010](#) through [1.08.100](#).

(3) Each and every day in which any provision of this chapter is violated shall constitute a separate offense.

**Statutory Reference:**

**History:** Ord. [1386](#), 2007; Ord. [1389](#), 2007.





City of Gladstone  
Staff Report

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Report Date: August 1, 2023  
Meeting Date: August 8, 2023  
To: Mayor and City Council  
From: Jacque Betz, City Administrator

**AGENDA ITEM:**

Appointment to the Audit Committee

**History/Background:**

The Audit Committee was formed in January 2017. The adopted Resolution states: "The City of Gladstone Audit Committee will be comprised of up to six members." The Audit Committee has been comprised of five (5) residents. There are currently two Audit Committee members, Drucilla Weiland and Steve Johnson. Cierra Cook vacated the position when appointed to the City Council; Tanaya Neff has moved outside City limits of Gladstone and the third vacated by Neal Reisner. Please be advised there are three (3) vacant terms on the Audit Committee, one term expires 12-31-2023 and two terms that expire 12-31-2024.

The Audit Committee is to provide independent advice, assistance, and recommendations to the City Council in the oversight of the internal and external audit functions of the City. Terms limits are set at 2 (two) or (3) years staggered so that about half of appointments end each year.

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 Audit Committee have been received from:

- Suzanne Bach

**Options:**

- 1) Appoint Audit Committee member to term that expires 12-31-2023 or 12-31-2024
- 2) Do not appoint Audit Committee members.
- 3) Continue to advertise for vacant positions.

**Cost Impact:**

No impact.

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Department Head Signature  
Date: 08/02/2023

  
City Administrator Signature  
Date: 08/02/2023

**CITY OF GLADSTONE**  
**APPLICATION FOR APPOINTMENT TO CITIZENS COMMITTEES**



Budget Committee                       Park & Recreation Advisory Board  
 Planning Commission                       Senior Center Advisory Board  
 Traffic Safety Advisory Board     Audit Committee

NAME: SUZANNE BACH

ADDRESS: E. Exeter St. Gladstone, OR 97027

TELEPHONE: (HOME) \_\_\_\_\_ (WORK/CELL) \_\_\_\_\_

EMAIL: bach.suzanne@gmail.com

HOW LONG HAVE YOU LIVED IN GLADSTONE: 3 yrs 3 months

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

DESCRIBE YOUR ACTIVITIES AND INTERESTS: Gardening, reading, meditation, Travel

PREVIOUS AND CURRENT COMMUNITY AFFILIATIONS AND ACTIVITIES, INCLUDING CITY APPOINTMENTS: None

Are you a Registered Voter?  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). Please see attached

SIGNATURE: [Signature] DATE: 5/18/23

**Please note:** The information submitted in this application may be subject to public records law and will be included in a publicized City Council packet.

There are several reasons why I am interested in serving on the Gladstone city audit committee:

**Promoting Financial Responsibility:** I believe in the importance of managing public funds responsibly. By serving on the committee, I can contribute to ensuring that taxpayer money is used efficiently and effectively. Reviewing financial reports and examining expenditures would allow me to play a role in promoting fiscal responsibility within our city.

**Enhancing Oversight and Transparency:** Being part of a city audit committee provides an opportunity to enhance governance and oversight. I value transparency and accountability in local government, and by actively participating in the committee's activities, I can help identify any risks, improve internal controls, and strengthen overall financial management. This involvement would contribute to building trust and confidence in our local government.

**Utilizing My Professional Skills Locally:** With my extensive background in financial investigations and enforcement of federal employee benefits regulations with the Department of Labor – Employee Benefits Security Administration and assisting large corporations in a consulting role (combined 20+ years of experience) I have acquired valuable knowledge and skills that I want to put to good use locally. Serving on the committee would allow me to apply my expertise and contribute meaningful insights to financial operations. I believe my professional skills can help drive positive change and contribute to better financial practices within our city.

**Civic Engagement and Community Service:** I am passionate about being actively engaged in my community and serving the public interest. Joining the city audit committee would be a way for me to give back and make a tangible difference in the lives of our residents. It's an opportunity to be directly involved in local government decision-making and contribute to policies that benefit our community.

In summary, serving on a city audit committee would provide me with a platform to promote financial responsibility, enhance oversight and transparency, utilize my professional skills, and engage in meaningful community service. I am motivated to contribute to the betterment of our city's financial management and governance.

## **Suzanne D. Bach**

East Exeter St.  
Gladstone, OR 97027  
bach.suzanne@gmail.com

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### **EXPERIENCE**

#### **Lockton Companies**

##### Senior ERISA Attorney, December 2019-Present

- Serve as the primary compliance resource for the Pacific Series clients and others around the country; Advise Lockton clients, account teams, and consultants on complex compliance matters involving health and welfare plans including those raised in relation to business reorganizations and government contracting compliance; Publish compliance alerts, blog posts, white papers and podcasts highlighting emerging compliance issues and providing valuable legal insight; Proactively create new tools and resources to support account teams in providing world class service to Lockton clients.

#### **USI Insurance Services LLC**

##### Regional Director of Compliance - Mid-Atlantic Region, November 2017-December 2019

- Directed compliance activities of two regional ERISA attorneys to provide technical support to more than 1800 clients in the Mid-Atlantic Region (DC, DE, MD, PA, VA, WV) in matters relating to federal and state laws including ERISA, ACA, HIPAA, Mental Health Parity, Service Contract Act, Davis Bacon, and tax laws affecting qualified plans; Engaged with sales and account teams to showcase USI's suite of services at finalist meetings.

#### **Department of Labor - Employee Benefits Security Administration (16+ years experience)**

##### Acting Chief, Divisions of Health and Financial Investigations, March 2016-November 2017

- Chief advisor to EBSA's Director of Enforcement; Crafted and implemented national enforcement priorities, strategies and objectives to ensure a robust enforcement program throughout EBSA's thirteen regional and district offices which remain in effect today; Directly managed 17 staff including ERISA attorneys, financial analysts, and administrative professionals.

##### Senior Technical Advisor – Health, January 2013 – March 2016

- Formulated investigative methodologies, targeting criteria, procedures, reporting and accountability systems, and guidance that form the basis for the national enforcement program; Provided policy and technical guidance to Agency leadership on complex and novel issues.

##### Senior Employee Benefits Law Specialist, May 2005 – January 2013

- Drafted ERISA group health plan regulations pre- and post- ACA and provided technical guidance to senior agency staff, field enforcement offices, and industry groups; Primary regulatory speaker at numerous compliance assistance seminars nationwide to provide compliance assistance to industry professionals regarding regulations

##### Regional Office Enforcement Coordinator, September 2003 – May 2005

- Coordinated field office investigations and interaction with other Federal and state agencies; Provided technical advice on matters concerning enforcement policies, program directions, procedures and case development

##### Investigator, May 2001 – September 2003

- Conducted field investigations of retirement and health benefit plans for Kansas City Regional Office

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**EDUCATION**

The Graduate School – Executive Leadership Program  
Completed Certificate Program - April 2013

University of Pennsylvania –Wharton School of Business  
Certified Employee Benefit Specialist Certificate (CEBS) – December 2005

University of Missouri-Kansas City School of Law  
Juris Doctor - May 2002

University of Missouri-Columbia  
Bachelor of Arts-Interdisciplinary Studies - May 1997  
Emphasis (Business Management, Consumer and Family Economics, Spanish)

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**STATE BAR and INDUSTRY GROUP AFFILIATIONS**

Missouri - Member in good standing since 2002  
Washington D.C. - Member in good standing since 2017

Lockton PAC  
American Bar Association - Joint Committee on Employee Benefits  
National Business Group on Health  
American Benefits Council  
Council of Insurance Agents and Brokers Legal Working Group  
Bloomberg BNA contributor





# City of Gladstone Staff Report

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Report Date: August 1, 2023  
Meeting Date: August 8, 2023  
To: Gladstone City Council  
From: Jacque Betz, City Administrator

## AGENDA ITEM

Review Final Draft of the Gladstone City Council Rules

## BACKGROUND

At the April 14, 2023, City Council meeting, and the April 25, 2023, and July 25, 2023, City Council work sessions, the City Council focused on areas to bring the City Council Rules to conformity with the new Charter and came to a consensus on those areas. The City Council will review the final draft of the amended City Council Rules at the August 8, 2023, regular City Council meeting.

The packet contains a "tracked changes" version first, accompanied by the current City Council Rules. Staff suggests that we go through the proposed amendments of the rules in its entirety to make sure we have captured all the recommended changes.

## STAFF RECOMMENDATION

If the City Council comes to a consensus on the areas of proposed changes staff will bring back a resolution to amend the City Council Rules on September 12, 2023.

Department Head  
Signature

Date

  
City Administrator  
Signature

8/2/23  
Date



**RESOLUTION 1129**  
**EXHIBIT A**

**CITY OF GLADSTONE**  
**CITY COUNCIL RULES**

**A. AUTHORITY**

City Charter Sections 113, 124 and 145 refer to meetings, quorum and records for Council meetings and require the Council to adopt a resolution relating to those subjects. The Council wishes to comply with the Charter and to adopt a resolution that governs the conduct of its meetings. As required by the Charter, the Council will review these rules in every odd-numbered year at least annually. Amendments will be made as necessary. The Council will have clear and simple procedures for considering agenda matters. These rules shall be made available to the public online and at City Hall.

**B. DEFINITIONS** As used in this resolution, the following mean:

- City Commissions: All City commissions, boards, committees, task forces and advisory bodies.
- Council and Council members: The Mayor, the President of the Council and the Councilors.
- Councilors: The Council President and the Councilors.
- Mayor: The Mayor, or in the absence of the Mayor, the President of the Council or other Presiding Officer.

**C. COUNCIL MEETINGS**

1. Regular Meetings to conduct Council business will be held the second Tuesday of each month. Regular meetings will be held at City Hall Council Chambers unless another location is approved by the Council. Council members may participate and vote in Council meetings via telephone, electronically or by other means consistent with the Oregon Public Meetings Law.
2. Work sessions to develop City policy will be held as the need arises. Work sessions may be held in conjunction with Council business meetings. Work session agendas will be developed by the City Administrator in consultation with the City Council. Typically, no public comment will be allowed during work sessions.
3. Special meetings may be called by the Mayor or three members of the Council.
4. Emergency meetings may be called by the Mayor, three members of the Council or City Administrator with less than 24 hours' notice.

5. Executive sessions may be held as permitted by the Oregon Public Meetings Law. Members of the media may only attend executive sessions in person or if meetings are only being held electronically at a space designated by the City Administrator.
6. All meetings will be held in compliance with the Oregon Public Meetings Law.
7. Minutes or their legal equivalent will be taken as provided by the Oregon Public Meetings Law.
8. Telephonic/electronic meetings ~~may shall~~ be held in compliance with the ~~Oregon Public Meetings Law~~ state law. ~~Council members may participate and vote in Council meetings via telephone, electronically or by other means consistent with the Oregon Public Meetings Law.~~
9. A quorum of the council is required to conduct business. Four members of the council are a quorum. A smaller number of the Council may meet and compel attendance of absent members to create a quorum by directing the Chief of Police or the Chief's designee to contact the absent members to compel participation in a manner consistent with these rules and state law including remote participation by telephonic or other electronic means.

~~9.10.~~ Attendance at meetings is expected of Council members who should use their best efforts to attend all Council meetings. Excused absences from Council meetings include:

- Death in the family
- Illness
- Family emergency
- Scheduled vacation; however, Councilors are encouraged when possible to schedule vacations ~~during scheduled Council recesses~~ on days other than regularly scheduled meetings
- Essential business duties
- On City business
- Other absences as excused by the Mayor and in case of the Mayor as excused by the Council President

#### D. AGENDA

1. The agenda headings for Council business meetings are generally as follows:

- CALL TO ORDER
- ROLL CALL
- FLAG SALUTE & PLEDGE OF ALLEGIANCE
- AGENDA ADDITIONS OR CORRECTIONS
- ~~PUBLIC COMMENTS (on topics on non-agenda items)~~
- CONSENT AGENDA
- CORRESPONDENCE
- REPORTS AND PRESENTATIONS
- GLADSTONE CITY EVENT ANNOUNCEMENTS
- REGULAR AGENDA

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- BUSINESS TO BE CARRIED FORWARD
- BUSINESS FROM THE AUDIENCE
- BUSINESS FROM THE COUNCIL
- ADJOURNMENT

2. The City Administrator will prepare and schedule agenda items. Council members may request that items be placed on an agenda. Council members may make agenda suggestions at any Council meeting or by communication with the City Administrator. Council members will make best efforts to reach consensus at a public meeting on agenda items and should obtain staff input before requesting an agenda item. Agendas will generally be set to allow meetings to end no later than 10:00 p.m. If the Council is still in session at 9:30 p.m., then the Council will decide whether to continue with the agenda or move items to a future agenda.
3. Items appropriate for the consent agenda are items that are deemed to be non-controversial and not likely to require separate discussion. The consent agenda is generally approved with one motion. Any Council member may ask that any item be removed from the consent agenda. Upon such request, the item in question will be moved to the new business section of the agenda.

#### **E. COUNCIL DISCUSSIONS AND DECORUM**

1. Council members will conduct themselves so as to bring credit upon the City government by acting in a non-discriminatory manner, keeping informed about matters coming before the Council and abiding by Council decisions, whether or not the member voted on the prevailing side.
2. Councilors will assist the Mayor in preserving order and decorum during Council meetings and may not, by conversation or other action, delay or interrupt the proceedings or refuse to obey rulings of the Mayor or Council rules. When addressing staff or members of the public, Council members will confine themselves to questions or issues under discussion and not engage in personal attacks or impugn the motives of any speaker.
3. The following ground rules will be observed to maintain order and decorum during Council discussions:
  - a. Council members will gather necessary information and ask questions of City staff before meetings.
  - b. Council members will have an opportunity to speak at least once on any pending motion or agenda item, and will speak for themselves and not for other Council members.
  - c. Council members will not speak on behalf of the Council, unless they have been authorized by the Council to do so.
  - d. Amendments to proposed ordinances may be appropriate, but input from the City Administrator or the City Attorney will be sought to accomplish the Council members'

objectives.

- e. Council members will be open, direct and candid in the Council forum. Members should be brief and succinct in stating their views and focus on only one issue or topic at a time.
- f. Council members will focus on City issues and avoid becoming involved in “extra-territorial” issues.
- g. The Mayor will recognize Councilors wishing to speak in the order of their requests. The Mayor will provide a Council member with an opportunity to speak before recognizing another Council member. Council members will not interrupt another Council member who has the floor.
- h. Council members will not disguise statements as questions or use repetition as a way to convince others.
- i. Council members will keep discussions moving and call for a “process check” if the Council becomes bogged down in discussions.
- j. Council members may set and adhere to time limits on discussions.
- k. Council members will refrain from criticizing or attacking each other, City staff or other persons.
- l. If a Council member wishes to discuss a major policy issue, it will be scheduled on a future agenda and not raised during a current agenda.

4. Public Comment.

- a. The Council shall receive comments from the public:
  - ~~1.~~ 1. At the time on the agenda for public comment on items not on the agenda;
  - ~~2.~~ 2. **During Gladstone city events announcements;**
  - ~~3.~~ 3. As required for any public hearing; and
  - ~~4.~~ 4. Before the Council takes final action on any agenda item.
- b. Citizen and community group testimony forms will be available at each regular business meeting. At the time on the agenda designated for public comment, during any public hearing, and before the Council takes action on any agenda item, any member of the public desiring to address the Council must first fill out a testimony form and when recognized by the Mayor then state his or her name for the record. The Council may set time limits for comments. The Council may request that groups with similar comments choose a spokesperson to present joint remarks.
- c. During public hearings and public comment on the agenda items, all public comment must relate to the matter under discussion and addressed to the Mayor and Council.
- d. In general, Council members will not respond to comments from the public, except to ask

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clarifying questions. Any public requests for Council action will be referred to staff for review before being placed on a future agenda.

## F. MOTIONS

### 1. General.

- a. Council member motions will be clearly and concisely stated. The Mayor will state the name of the Councilor who made the motion and the Councilor who made the second.
- b. The motion maker, Mayor or City Recorder should repeat the motion prior to voting as necessary to provide clarification to the Council.
- c. Most motions die if they do not receive a second. Motions for nominations, withdrawal of a motion, agenda order, roll call votes and a point of order do not require a second. .
- d. Discussion of a motion is open to all Council members who wish to address the motion. A Councilor must be recognized by the Mayor before speaking.
- e. The Mayor will ask for a voice vote for all final decisions. All Council members are expected to vote on each motion unless they are disqualified under state law from voting. A Council member who does not vote must state the basis for any conflict of interest or other disqualification. The City Recorder will maintain a record of the votes. Any Council member may request a roll call vote on any motion. A roll call vote is always taken when the Council votes on an ordinance.

f. When more than two options are available to the Council in any single vote to address a matter pending before the Council, the Council may, by motion, decide to use preferential voting. If a motion to use preferential voting on any matter pending before the Council is approved, the Council shall vote on the matter using Ranked Choice Voting in a manner substantially the same as the following:

- i. Council members will rank the options for a given matter by preference.
- ii. If an option gains an outright majority of first-preference votes (i.e., 50 percent plus one), that option shall be adopted as the decision of the Council.
- iii. If, on the other hand, no option gains an outright majority of first-preference votes, the option with the fewest first-preference votes is eliminated.
- iv. All first-preference votes for the failed option are eliminated, and the second-preference votes of the Council members whose first-preference votes were eliminated shall be counted.
- v. A new tally will be conducted to determine whether any option has gained an outright majority of the adjusted votes (combined remaining first and second-preference votes).
- vi. The process is repeated until an option wins a majority of votes cast.
- vii. If there is a tie, the following process will be used:
  - A. If two or more options are tied with the lowest votes received, a tie-breaker tally shall be generated with scenarios where each tied option is individually considered

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as a remaining option. The scenarios will be used to determine which of the tied options would receive the most votes and which option(s) would receive the least votes when the other tie vote option(s) are eliminated and the next available ranking is applied for the tie-breaker tally. No votes will actually be cast during the tie-breaker tally.

B. After the tie-breaker process is complete, the tie vote option in the scenario that generates the most votes received for that option shall be retained for the next round. The other tie vote option(s) shall be deemed eliminated and the next available ranking from those Council members shall be tallied.

C. If a tie vote remains amongst the originally tied options after the tie-breaker process, all tied options shall be eliminated and the next available ranking from those Council members shall be applied to the remaining option(s).

D. In the application of preferential voting, if two or more options are tied with the highest votes received after all other options have been eliminated, no decision will be deemed to have been reached, and the Council must re-vote using preferential voting or the Council may, by motion, determine to abandon the use of preferential voting for the matter pending before it..

f.g. At the conclusion of any vote, the Mayor will announce the results. Council members who wish to explain the reasons for their votes should do so briefly and succinctly.

2. Withdrawal. A motion may be withdrawn by the motion maker at any time without the consent of the Council.
3. Tie. A motion that receives a tie vote fails.
4. Table. A motion to table is not debatable and precludes all amendments or further debate. If the motion prevails, the item may be taken from the table only by adding it to a future agenda for continued discussion.
5. Postpone. A motion to postpone to a certain date is debatable and amendable. A motion to postpone indefinitely is a motion to reject without a direct vote and is debatable and not amendable.
6. Call for Question. A motion to call for the question ends debate on the item and is not debatable. Before a Council member calls for the question, each Council member wishing to speak on the item should have one opportunity to speak. A second is required for this motion. When the question is called, the Mayor will inquire whether any Council member objects. If there is an objection, the matter will be put to a vote, and it fails without a two-thirds vote. Debate may continue if the motion fails.
7. Point of Order. A challenge motion used to correct errors or mistakes of procedure. No vote is required and the Mayor decides the procedural point. The Mayor can confer with the City Attorney if ~~he/she~~ desires.
8. Amendment. A motion to amend may be made to a previous motion that has been seconded but not voted on. Amendments will be voted on first, then the main motion as amended (or not

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amended). Motions to adjourn, agenda order, table, point of order, take from table and reconsider may not be amended.

9. Reconsideration. When a motion has been decided, any Council member who voted with the majority may move for reconsideration. A motion for reconsideration may only be made at the meeting at which the motion on the ordinance, resolution, order or other decision was approved.

#### **G. COUNCIL MEMBER CONDUCT**

1. Representing City. If a Council member appears before another governmental agency, organization or media to give a statement on an issue, the Council member must state:
  - a. Whether the statement reflects personal opinion or is the official position of the City Council;
  - b. If the Council member is representing the City, the Council member must support and advocate for the official City position on the issue rather than a personal viewpoint.
  - c. Council members should obtain the appropriate permission before representing another Council member's view or position with the media.
2. Censure.
  - a. The Council may make and enforce its own rules and ensure compliance with city and state laws applicable to governing bodies. If a Council member substantially violates these rules or state law, the Council may take action to protect Council integrity and discipline the Council member with a public reprimand.
  - b. Before taking any action to publicly reprimand or censure a Council member, the Council must plainly state its concerns in writing or in an open public meeting, and the Council member must have a reasonable opportunity to respond.
  - c. The Council may thereafter investigate the actions of any Council member and meet in executive session to discuss any finding that reasonable grounds exist that a substantial violation has occurred. Under ORS 192.660(1)(b), the Council member under investigation may request an open hearing.

#### **H. CONFIDENTIALITY**

1. Council members will keep all written materials provided to them on matters of confidentiality under law in complete confidence to insure the City's position is not compromised. No mention of the information read or heard should be made to anyone other than other Council members, the City Administrator, City Attorney or others as approved by City Council. Staff and the City Attorney will endeavor to inform the Council when written materials contain matters of confidentiality under law, provided that a Council member who does not receive such notice must still keep matters of confidentiality under law in complete confidence and has

a duty to inquire or conduct other due diligence to determine if written materials contain matters of confidentiality under law.

2. If the Council meets in executive session, members should attempt to provide direction or consensus to staff on proposed terms and conditions for negotiations. All contact with other parties must be left to the designated staff or representative(s) handling the negotiations or litigation. Council members may not have any contact or discussion with any other party or its representative nor communicate any executive session discussion.
3. All public statements, information or press releases relating to a confidential matter will be handled by designated staff or a designated Council member.
4. Unless required by law, no Council member may make public the discussions or information obtained in executive session. The Council may censure a member who discloses a confidential matter or otherwise violates these rules.

#### **I. COMMUNICATION WITH STAFF**

1. Council will respect the separation between policy making (Council function) and administration (City Administrator function) by:
  - a. Working with the staff as a team with a spirit of mutual respect and support.
  - b. Except in a Council meeting, not attempting to influence a City employee or the City Administrator concerning personnel matters, purchasing issues, the award of contracts or the selection of consultants, the processing of development applications or granting of City licenses and permits. However, the sharing of ideas on these matters is appropriate.
  - c. Limiting individual contacts with City staff to the City Administrator, or other designated staff so as not to influence staff decisions or recommendations, interfere with their work performance, undermine the City Administrator authority or prevent the full Council from having the benefit of any information received. To this end, Council members shall not request City staff to perform significant work without the prior approval of the City Administrator, so that workloads and work plans are not adversely impacted.
  - d. Respecting roles and responsibilities of staff when and if expressing criticism in a public meeting or through public electronic mail messages.
2. All written informational material requested by Council members will be submitted by staff to the entire Council with a notation stating who requested the information. In situations where staff provides a copy of an existing document previously provided to the Council, staff will advise the entire Council rather than providing the material to each Council member.
3. The Mayor and City Council will refer any comments or questions regarding City personnel or administration to the City Administrator. The Mayor and City Council may redirect other questions to a Council member or the City Administrator, as appropriate. -



## J. MINUTES

1. Minutes will be prepared with sufficient detail to meet their intended use. Verbatim minutes are not required. The minutes of meetings of the Council will comply with provisions of ORS 192.650 by containing the following information at a minimum:
  - a. The name of Council members and staff present;
  - b. All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;
  - c. The result of all votes, including ayes and nays and the names of the Council members who voted and justification if given;
  - d. The substance of the discussion on any matter; and
  - e. Reference to any document discussed at the meeting.
2. The Council may amend the minutes to more accurately reflect what transpired at the meeting. Upon receipt of the minutes in the Council agenda packet, ~~Council members should read and submit any changes, additions or corrections to the City Recorder so that a corrected copy may be issued prior to the meeting for approval.~~ Under no circumstances may the minutes be changed following approval by the Council, unless the Council authorizes such change.
3. The City Recorder or designee will make an audio or video recording of all meetings. The City Recorder will maintain custody of all recordings, ~~but a Council member may obtain a copy of any recording and the City Recorder will advise the entire Council of request. A Council member may obtain a meeting transcript or partial transcript if it can be produced with nominal staff time. If a transcript would require a significant amount of staff time, the City Recorder may only produce the transcript with Council approval unless the transcript is required to establish a written public record of an interpersonal conflict involving a member of the Council.~~ The City Recorder is authorized to produce transcripts as required by law.

## K. ADJOURNMENT

1. Upon motion and majority vote of the Council members present, any meeting of the Council may be continued or adjourned from day to day or for more than one day. No adjournment may be for a period longer than until the next regular meeting.
2. Upon the request of a Council member, a short recess may be taken during a Council meeting.
3. A motion to adjourn will be in order at any time except as follows:
  - a. When made as an interruption of a member while speaking; or
  - b. While a vote is being taken.

## L. BIAS AND DISQUALIFICATION

1. Any proponent, opponent or other party interested in a quasi-judicial matter to be heard by the Council may challenge the qualification of any Council member to participate in such hearing and decision. Any challenge must state any fact(s) relied upon by the party relating to a

Council member's bias, pre-judgment, personal interest or other factor from which the party has concluded the Council member should not participate and may not make an impartial decision. Such challenges must be made prior to the commencement of the public hearing. The Mayor will give the challenged member an opportunity to respond. A motion to accept the challenge will be accepted and voted upon by the Council minus the challenged member. Such challenges and the Council's decision will be incorporated into the record of the hearing.

2. In quasi-judicial matters, each Council member must disclose participation in a prior decision or action on the matter that is before the Council. Common examples include when a Planning Commission member is elected or appointed to the City Council or when a Council member testifies at a Planning Commission meeting. The Council member must state whether the member can participate in the hearing with no regard for the prior decision made. If the Council member is unable to be impartial, the member has a duty not to participate in proceedings and to leave the Council table.
3. If the Council believes the member is actually biased, it may disqualify the member by majority vote from participating in a decision on the matter. A Council member who has been disqualified from participating in a decision may participate in the proceeding as a private citizen.
4. Generally, conflicts of interest arise in situations where a Council member, as a public official deliberating in a quasi-judicial proceeding, has an actual or potential financial interest in the matter before the Council. Under state law:

A: an actual conflict of interest means any action or any decision or recommendation by a person acting in a capacity as a public official, the effect of which would be to the private pecuniary benefit or detriment of the person or the person's relative or any business with which the person or a relative of the person is associated~~is defined as one that would be to the private financial benefit or detriment of the Council member a relative or a business with which the Council member or a relative is associated.~~

B. A potential conflict of interest means any action or any decision or recommendation by a person acting in a capacity as a public official, the effect of which could be to the private pecuniary benefit or detriment of the person or the person's relative, or a business with which the person or the person's relative is associated~~is one that could be to the private financial benefit or detriment of the Council member, a relative or a business with which the Council member or a relative is associated.~~

A "relative" means the spouse, parent, stepparent, child, sibling, stepsibling, son-in-law or daughter-in-law spouse, children, siblings or parents of the public official or public official's spouse as well as: (1) any individual for whom the public official has a legal support obligation; or (2) any individual for whom the public official provides benefits arising from the public official's public employment or from whom the public official receives benefits arising from that individual's employment. A Council member must publicly announce potential and actual conflicts of interest and, in the case of an actual conflict of interest, must refrain from participating in debate on the issue or from voting on the issue.

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#### M. *EX PARTE* CONTACTS AND DISQUALIFICATION

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1. For quasi-judicial hearings, Council members should refrain from having *ex parte* contacts relating to any issue of the hearing. *Ex parte* contacts are those contacts by a party on a fact in issue under circumstances that do not involve all parties to the proceeding. *Ex parte* contacts may be either oral statements when other interested parties are not present or written information that other interested parties do not receive.
2. If a Council member has *ex parte* contact prior to a hearing, the member must reveal the contact at the meeting and before the hearing. The Council member must describe the substance of the contact and the Mayor will announce the right of interested persons to rebut the substance of the communication. The Council member also will state whether such contact affects their impartiality or ability to vote in the matter. The Council member must state whether ~~he or she~~ the member will participate or abstain.
3. For quasi-judicial hearings, a Council member who was absent during the presentation of evidence may not participate in any deliberations or decision regarding the matter, unless the Council member reviews all the evidence and testimony received.

**N. OREGON GOVERNMENT ETHICS COMMISSION REQUIREMENTS AND REPORTING**

1. Council members must review and observe the requirements of the State Ethics Law (ORS 244.010 to ORS 244.390) dealing with use of public office for private financial gain.
2. Council members must give public notice of any conflict of interest or potential conflict of interest and the notice will be reported in the meeting minutes. In addition to matters of financial interest, Council members will maintain the highest standards of ethical conduct and assure fair and equal treatment of all persons, claims and transactions coming before the Council.
3. In accordance with state law, it is each Council member's responsibility to file all required statements of economic interest with the Oregon Government Ethics Commission.

**O. OREGON PUBLIC RECORDS LAW**

1. Right to Inspect. The written record of public business is available, with some important exceptions, to any person. Under ORS 192.420, "every person" has a right to inspect any non-exempt public record.
2. Public Body. The Public Records Law applies to any public body in the state which includes the Council.
3. Records Covered. The definition of "public records" and the ORS 192.420 policy statement make it clear that the records law applies to all government records of any kind. The definition of "public record" includes "any information" prepared, owned, used or retained by a city, relating to an activity, transaction or function of the city, or necessary to satisfy fiscal, legal, administrative or historical policies, requirements or needs of the city. Public records are no

longer limited to “documents” and need not be prepared by the city. Records prepared outside government “owned, used or retained” by the city, are within the scope of the records law. This includes e-mails relating to city business sent to and from any Council member whether those e-mails were sent from a Council member’s private account or city e-mail account.

4. Exemptions. The records law is primarily a *disclosure* law not a confidentiality law. Exemptions are limited in nature and scope because state policy favors public access to government records. When the city denies a records inspection request, it has the burden of proving that the record information is exempt from disclosure and this determination should be made by the City Attorney.
5. Retention. State laws and regulations govern the retention and destruction of public records. There is no set amount of time that a public record should be retained; the content of the document will determine the retention schedule. For example, an e-mail sent to or from a Council member does not have a set retention schedule; it will depend on the content of the document and then conferral with the City Recorder and City Attorney to determine how long it should be retained. Council members are advised to consult with the City Recorder and City Attorney before destroying public records.

**P. LEGAL ADVICE**

Requests to the City Attorney for advice requiring legal research may not be made by a Council member without the concurrence of the Council. Before requesting research or other action by the City Attorney, the Council members are encouraged to consider consulting with the City Administrator to determine if the request or action can be accomplished more cost-effectively. Outside a Council meeting, a Council member should make requests of the City Attorney through the City Administrator. Exceptions to this are issues related to the performance of the City Administrator and unique or sensitive personal, yet City business-related, requests.

**Q. ROBERT’S RULES**

Robert’s Rules of Order Newly Revised ~~Eleventh~~ Twelfth Edition will be used as the guideline for conduct of Council meetings, except where these Rules specifically apply.

**R. COMMISSIONS, BOARDS, & COMMITTEES, ~~ORGANIZATIONS & MEDIA~~**

1. Council Committees.

- a. Pursuant to Section 8 of the Charter, the Mayor shall appoint member of council committees, which are established by these rules.
- b. The Council may, by motion, create a Council Committee to deal with any matter the Council deems necessary.
- c. Before creating a committee, the Council shall consult with the City Administrator to determine the effect the committee will have on staff’s workload and the overall ability of the City to support a new committee.

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## 2. Citizen Appointment and Removal.

- a. When a vacancy occurs on City commissions, boards and committees, the City will post notice of the vacancy and accept applications. After a review of the applications received, the Mayor and City Council will, by majority vote, appoint individuals to vacant positions.
- b. When creating an ad hoc committee or a vacancy occurs on an ad hoc committee, City staff and Council will make recommendations to the Mayor who will then appoint the chosen individuals with the consent of the Council by a majority vote at a Council meeting.
- c. Council members will encourage broad participation on City commissions, boards and committees.
- d. An individual citizen may not serve on more than two City commissions, boards or committees simultaneously, in order to encourage the broadest possible citizen involvement. Any ~~citizen-individual~~ serving on two City commissions, boards or committees may not be chairperson of both simultaneously. Appointive members of the budget committee may not be officers, agents or employees of the City. This limitation does not apply to service on the City Budget Committee.
- e. Members of a board, committee, or commission serve at the pleasure of the City Council and, except as may be limited or prohibited by law, may be removed at any time and for any reason by a majority vote of the City Council. Members of a board, committee or commission who are absent from more than three (3) regular meetings in a calendar year are considered to have resigned from the board, committee or commission.

## 3. Council Member Participation.

- a. Council members will encourage citizen participation in City commissions, boards and committees.
- b. Council members may and are encouraged to attend meetings so long as a quorum of the Council is not present.
- c. Council shall: (1) be mindful of their role as individual Council members and not representing the full Council unless specifically authorized to do so, and (2) facilitate full discussion and participation by the regular members of the body.
- d. Council members should limit their attendance at and participation in meetings at which quasi-judicial public hearings are conducted on matters that are appealable to Council, so as to avoid challenges for bias as set forth in Section L of these rules.

## S. CITY ADMINISTRATOR EVALUATION

1. Criteria. The standards, criteria and policy directives used in the evaluation of the City Administrator will be adopted at a regular Council meeting in accordance with state law.

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2. Process. The process used for and timing of the City Administrator's evaluation shall be in conformance with the City Administrator's contract.

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a. If the City Administrator's contract does not set forth an evaluation process, the Council shall delegate authority to one of its members to negotiate a process with the City Administrator and make a recommendation to the Council. The Council shall adopt a process that has been agreed upon by the City Administrator. If no process can be agreed upon, then the Council may adopt its own process.

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b. If the timing of the City Administrator's evaluation is not set forth in the Administrator's contract, the Council may, at its discretion, conduct an evaluation as necessary and in the best interests of the City.

c. Evaluation sessions will be scheduled in accordance with the City Administrator's decision on whether to hold the evaluation in open or executive session

2.d. Compensation may not be discussed in executive session. The Council may convene with the City Administrator in open session to review any final performance evaluation and discuss compensation.

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~~a. Evaluation sessions will be scheduled in accordance with the City Administrator's decision on whether to hold the evaluation in open or executive session.~~

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~~b. In February, or in accordance with the current City Administrator contract, Council members and staff designated by Council, if any, will review the elements in the evaluation forms and will provide completed evaluations to the City Recorder by March 1. The City Recorder will forward all sealed envelopes containing evaluations to the City Attorney who will tabulate the results of the evaluation forms.~~

~~e. At the first meeting in March, or in accordance with the current City Administrator contract, the Mayor and Council will meet in executive session to discuss their assessment of the City Administrator's performance and to decide what message will be delivered to the City Administrator. This is also the time, if necessary, to draft the criteria and goals for the upcoming year to discuss with the City Administrator.~~

~~d. At this or a subsequent meeting, the Council will then meet with the City Administrator in an evaluation session. Council summary comments and individual Council member comments will be made. The City Administrator will have an opportunity to respond to all comments. The effect of the evaluation on the City Administrator's employment contract will be discussed. Sufficient time will be allotted for the evaluation discussion with the City Administrator.~~

~~Compensation may not be discussed in executive session. The Council may convene with the City Administrator in open session to review any final performance evaluation and discuss compensation. Any final summary of the evaluation process shall be prepared by the City Attorney and the Mayor.~~

e.3. Informal Evaluation. Notwithstanding the foregoing, the Council recognizes the importance of communication and feedback, and accordingly, the Council may, at its discretion,

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periodically identify concerns to the City Administrator either through individual discussions or through full Council deliberations.

~~43. Contract. If it is determined that an amendment to the City Administrator's contract is needed, the Council shall direct (The City Attorney and Mayor or other designated member of the City Council will to prepare any employment contracts such amendments, which to the City Administrator's contract. Contracts normally will be approved as a consent agenda item at the next regular Council meeting. The evaluation process should be concluded by the end of May each calendar year, although the formal consideration of any contract amendment may occur in the following year.~~

#### **T. COUNCIL EXPENSES**

1. Reimbursement. The Council will follow the same rules and procedures for reimbursement as City employees, as established by City policy. Councilor expenditures for other than routine expenses (e.g., conference registration and travel are examples of non-routine expenses) require ~~advance~~ Mayor approval. Unless requested otherwise, the City Recorder will coordinate travel accommodations for Councilors.
2. Budget. The Council will review and discuss its proposed annual budget as coordinated by the Mayor and President of the Council and as presented by City staff during a public meeting.

**CURRENT  
CITY  
COUNCIL  
RULES**





**RESOLUTION 1129  
EXHIBIT A**

**CITY OF GLADSTONE  
CITY COUNCIL RULES**

**A. AUTHORITY**

City Charter Sections 13, 14 and 15 refer to meetings, quorum and records for Council meetings and require the Council to adopt a resolution relating to those subjects. The Council wishes to comply with the Charter and to adopt a resolution that governs the conduct of its meetings. The Council will review this resolution at least annually. Amendments will be made as necessary. The Council will have clear and simple procedures for considering agenda matters.

**B. DEFINITIONS** As used in this resolution, the following mean:

- City Commissions: All City commissions, boards, committees, task forces and advisory bodies.
- Council and Council members: The Mayor, the President of the Council and the Councilors.
- Councilors: The Council President and the Councilors.
- Mayor: The Mayor, or in the absence of the Mayor, the President of the Council or other Presiding Officer.

**C. COUNCIL MEETINGS**

1. Regular Meetings to conduct Council business will be held the second Tuesday of each month. Regular meetings will be held at City Hall Council Chambers unless another location is approved by the Council.
2. Work sessions to develop City policy will be held as the need arises. Work sessions may be held in conjunction with Council business meetings. Work session agendas will be developed by the City Administrator in consultation with the City Council. Typically, no public comment will allowed during work sessions.
3. Special meetings may be called by the Mayor or three members of the Council.
4. Emergency meetings may be called by the Mayor, three members of the Council or City Administrator with less than 24 hours' notice.
5. Executive sessions may be held as permitted by the Oregon Public Meetings Law.
6. All meetings will be held in compliance with the Oregon Public Meetings Law.
7. Minutes or their legal equivalent will be taken as provided by the Oregon Public Meetings Law.

8. Telephonic/electronic meetings may be held in compliance with the Oregon Public Meetings Law. Council members may participate and vote in Council meetings via telephone, electronically or by other means consistent with the Oregon Public Meetings Law.
9. Attendance at meetings is expected of Council members who should use their best efforts to attend all Council meetings. Excused absences from Council meetings include:
  - Death in the family
  - Illness
  - Family emergency
  - Scheduled vacation; however, Councilors are encouraged when possible to schedule vacations during scheduled Council recesses
  - Essential business duties
  - On City business
  - Other absences as excused by the Mayor and in case of the Mayor as excused by the Council President

#### **D. AGENDA**

1. The agenda headings for Council business meetings are generally as follows:
  - CALL TO ORDER
  - ROLL CALL
  - FLAG SALUTE & PLEDGE OF ALLEGIANCE
  - PUBLIC COMMENTS (on topics on non-agenda items)
  - CONSENT AGENDA
  - CORRESPONDENCE
  - REGULAR AGENDA
  - BUSINESS TO BE CARRIED FORWARD
  - BUSINESS FROM THE COUNCIL
  - ADJOURNMENT
2. The City Administrator will prepare and schedule agenda items. Council members may request that items be placed on an agenda. Council members may make agenda suggestions at any Council meeting or by communication with the City Administrator. Council members will make best efforts to reach consensus at a public meeting on agenda items and should obtain staff input before requesting an agenda item. Agendas will generally be set to allow meetings to end no later than 10:00 p.m. If the Council is still in session at 9:30 p.m., then the Council will decide whether to continue with the agenda or move items to a future agenda.
3. Items appropriate for the consent agenda are items that are deemed to be non-controversial and not likely to require separate discussion. The consent agenda is generally approved with one motion. Any Council member may ask that any item be removed from the consent agenda. Upon such request, the item in question will be moved to the new business section of the agenda.

## **E. COUNCIL DISCUSSIONS AND DECORUM**

1. Council members will conduct themselves so as to bring credit upon the City government by acting in a non-discriminatory manner, keeping informed about matters coming before the Council and abiding by Council decisions, whether or not the member voted on the prevailing side.
2. Councilors will assist the Mayor in preserving order and decorum during Council meetings and may not, by conversation or other action, delay or interrupt the proceedings or refuse to obey rulings of the Mayor or Council rules. When addressing staff or members of the public, Council members will confine themselves to questions or issues under discussion and not engage in personal attacks or impugn the motives of any speaker.
3. The following ground rules will be observed to maintain order and decorum during Council discussions:
  - a. Council members will gather necessary information and ask questions of City staff before meetings.
  - b. Council members will have an opportunity to speak at least once on any pending motion or agenda item, and will speak for themselves and not for other Council members.
  - c. Council members will not speak on behalf of the Council, unless they have been authorized by the Council to do so.
  - d. Amendments to proposed ordinances may be appropriate, but input from the City Administrator or the City Attorney will be sought to accomplish the Council members' objectives.
  - e. Council members will be open, direct and candid in the Council forum. Members should be brief and succinct in stating their views and focus on only one issue or topic at a time.
  - f. Council members will focus on City issues and avoid becoming involved in "extra-territorial" issues.
  - g. The Mayor will recognize Councilors wishing to speak in the order of their requests. The Mayor will provide a Council member with an opportunity to speak before recognizing another Council member. Council members will not interrupt another Council member who has the floor.
  - h. Council members will not disguise statements as questions or use repetition as a way to convince others.
  - i. Council members will keep discussions moving and call for a "process check" if the Council becomes bogged down in discussions.
  - j. Council members may set and adhere to time limits on discussions.

- k. Council members will refrain from criticizing or attacking each other, City staff or other persons.
- l. If a Council member wishes to discuss a major policy issue, it will be scheduled on a future agenda and not raised during a current agenda.

4. Public Comment.

- a. The Council shall receive comments from the public:
  - 1. At the time on the agenda for public comment on items not on the agenda;
  - 2. As required for any public hearing; and
  - 3. Before the Council takes final action on any agenda item.
- b. Citizen and community group testimony forms will be available at each regular business meeting. At the time on the agenda designated for public comment, during any public hearing, and before the Council takes action on any agenda item, any member of the public desiring to address the Council must first fill out a testimony form and when recognized by the Mayor then state his or her name for the record. The Council may set time limits for comments. The Council may request that groups with similar comments choose a spokesperson to present joint remarks.
- c. During public hearings and public comment on the agenda items, all public comment must relate to the matter under discussion and addressed to the Mayor and Council.
- d. In general, Council members will not respond to comments from the public, except to ask clarifying questions. Any public requests for Council action will be referred to staff for review before being placed on a future agenda.

**F. MOTIONS**

1. General.

- a. Council member motions will be clearly and concisely stated. The Mayor will state the name of the Councilor who made the motion and the Councilor who made the second.
- b. The motion maker, Mayor or City Recorder should repeat the motion prior to voting as necessary to provide clarification to the Council.
- c. Most motions die if they do not receive a second. Motions for nominations, withdrawal of a motion, agenda order, roll call votes and a point of order do not require a second. .
- d. Discussion of a motion is open to all Council members who wish to address the motion. A Councilor must be recognized by the Mayor before speaking.
- e. The Mayor will ask for a voice vote for all final decisions. All Council members are expected to vote on each motion unless they are disqualified under state law from voting. A Council member who does not vote must state the basis for any conflict of interest or

other disqualification. The City Recorder will maintain a record of the votes. Any Council member may request a roll call vote on any motion. A roll call vote is always taken when the Council votes on an ordinance.

- f. At the conclusion of any vote, the Mayor will announce the results. Council members who wish to explain the reasons for their votes should do so briefly and succinctly.
2. **Withdrawal.** A motion may be withdrawn by the motion maker at any time without the consent of the Council.
3. **Tie.** A motion that receives a tie vote fails.
4. **Table.** A motion to table is not debatable and precludes all amendments or further debate. If the motion prevails, the item may be taken from the table only by adding it to a future agenda for continued discussion.
5. **Postpone.** A motion to postpone to a certain date is debatable and amendable. A motion to postpone indefinitely is a motion to reject without a direct vote and is debatable and not amendable.
6. **Call for Question.** A motion to call for the question ends debate on the item and is not debatable. Before a Council member calls for the question, each Council member wishing to speak on the item should have one opportunity to speak. A second is required for this motion. When the question is called, the Mayor will inquire whether any Council member objects. If there is an objection, the matter will be put to a vote, and it fails without a two-thirds vote. Debate may continue if the motion fails.
7. **Point of Order.** A challenge motion used to correct errors or mistakes of procedure. No vote is required and the Mayor decides the procedural point. The Mayor can confer with the City Attorney if he/she desires.
8. **Amendment.** A motion to amend may be made to a previous motion that has been seconded but not voted on. Amendments will be voted on first, then the main motion as amended (or not amended). Motions to adjourn, agenda order, table, point of order, take from table and reconsider may not be amended.
9. **Reconsideration.** When a motion has been decided, any Council member who voted with the majority may move for reconsideration. A motion for reconsideration may only be made at the meeting at which the motion on the ordinance, resolution, order or other decision was approved.

## **G. COUNCIL MEMBER CONDUCT**

1. **Representing City.** If a Council member appears before another governmental agency, organization or media to give a statement on an issue, the Council member must state:
  - a. Whether the statement reflects personal opinion or is the official position of the City Council;

- b. If the Council member is representing the City, the Council member must support and advocate for the official City position on the issue rather than a personal viewpoint.
- c. Council members should obtain the appropriate permission before representing another Council member's view or position with the media.

2. Censure.

- a. The Council may make and enforce its own rules and ensure compliance with city and state laws applicable to governing bodies. If a Council member substantially violates these rules or state law, the Council may take action to protect Council integrity and discipline the Council member with a public reprimand.
- b. Before taking any action to publicly reprimand or censure a Council member, the Council must plainly state its concerns in writing or in an open public meeting, and the Council member must have a reasonable opportunity to respond.
- c. The Council may thereafter investigate the actions of any Council member and meet in executive session to discuss any finding that reasonable grounds exist that a substantial violation has occurred. Under ORS 192.660(1)(b), the Council member under investigation may request an open hearing.

## **H. CONFIDENTIALITY**

1. Council members will keep all written materials provided to them on matters of confidentiality under law in complete confidence to insure the City's position is not compromised. No mention of the information read or heard should be made to anyone other than other Council members, the City Administrator, City Attorney or others as approved by City Council.
2. If the Council meets in executive session, members should attempt to provide direction or consensus to staff on proposed terms and conditions for negotiations. All contact with other parties must be left to the designated staff or representative(s) handling the negotiations or litigation. Council members may not have any contact or discussion with any other party or its representative nor communicate any executive session discussion.
3. All public statements, information or press releases relating to a confidential matter will be handled by designated staff or a designated Council member.
4. Unless required by law, no Council member may make public the discussions or information obtained in executive session. The Council may censure a member who discloses a confidential matter or otherwise violates these rules.

## **I. COMMUNICATION WITH STAFF**

1. Council will respect the separation between policy making (Council function) and administration (City Administrator function) by:

- a. Working with the staff as a team with a spirit of mutual respect and support.
  - b. Except in a Council meeting, not attempting to influence a City employee or the City Administrator concerning personnel matters, purchasing issues, the award of contracts or the selection of consultants, the processing of development applications or granting of City licenses and permits. However, the sharing of ideas on these matters is appropriate.
  - c. Limiting individual contacts with City staff to the City Administrator, or other designated staff so as not to influence staff decisions or recommendations, interfere with their work performance, undermine the City Administrator authority or prevent the full Council from having the benefit of any information received. To this end, Council members shall not request City staff to perform significant work without the prior approval of the City Administrator, so that workloads and work plans are not adversely impacted.
  - d. Respecting roles and responsibilities of staff when and if expressing criticism in a public meeting or through public electronic mail messages.
2. All written informational material requested by Council members will be submitted by staff to the entire Council with a notation stating who requested the information. In situations where staff provides a copy of an existing document previously provided to the Council, staff will advise the entire Council rather than providing the material to each Council member.
  3. The Mayor and City Council will refer any comments or questions regarding City personnel or administration to the City Administrator. The Mayor and City Council may redirect other questions to a Council member or the City Administrator, as appropriate. .

## **J. MINUTES**

1. Minutes will be prepared with sufficient detail to meet their intended use. Verbatim minutes are not required. The minutes of meetings of the Council will comply with provisions of ORS 192.650 by containing the following information at a minimum:
  - a. The name of Council members and staff present;
  - b. All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;
  - c. The result of all votes, including ayes and nays and the names of the Council members who voted and justification if given;
  - d. The substance of the discussion on any matter; and
  - e. Reference to any document discussed at the meeting.
2. The Council may amend the minutes to more accurately reflect what transpired at the meeting. Upon receipt of the minutes in the Council agenda packet, Council members should read and submit any changes, additions or corrections to the City Recorder so that a corrected copy may be issued prior to the meeting for approval. Under no circumstances may the minutes be changed following approval by the Council, unless the Council authorizes such change.
3. The City Recorder or designee will make an audio recording of all meetings. The City Recorder will maintain custody of all recordings, but a Council member may obtain a copy of any



recording and the City Recorder will advise the entire Council of request. A Council member may obtain a meeting transcript or partial transcript if it can be produced with nominal staff time. If a transcript would require a significant amount of staff time, the City Recorder may only produce the transcript with Council approval unless the transcript is required to establish a written public record of an interpersonal conflict involving a member of the Council. The City Recorder is authorized to produce transcripts as required by law.

#### **K. ADJOURNMENT**

1. Upon motion and majority vote of the Council members present, any meeting of the Council may be continued or adjourned from day to day or for more than one day. No adjournment may be for a period longer than until the next regular meeting.
2. Upon the request of a Council member, a short recess may be taken during a Council meeting.
3. A motion to adjourn will be in order at any time except as follows:
  - a. When made as an interruption of a member while speaking; or
  - b. While a vote is being taken.

#### **L. BIAS AND DISQUALIFICATION**

1. Any proponent, opponent or other party interested in a quasi-judicial matter to be heard by the Council may challenge the qualification of any Council member to participate in such hearing and decision. Any challenge must state any fact(s) relied upon by the party relating to a Council member's bias, pre-judgment, personal interest or other factor from which the party has concluded the Council member should not participate and may not make an impartial decision. Such challenges must be made prior to the commencement of the public hearing. The Mayor will give the challenged member an opportunity to respond. A motion to accept the challenge will be accepted and voted upon by the Council minus the challenged member. Such challenges and the Council's decision will be incorporated into the record of the hearing.
2. In quasi-judicial matters, each Council member must disclose participation in a prior decision or action on the matter that is before the Council. Common examples include when a Planning Commission member is elected or appointed to the City Council or when a Council member testifies at a Planning Commission meeting. The Council member must state whether the member can participate in the hearing with no regard for the prior decision made. If the Council member is unable to be impartial, the member has a duty not to participate in proceedings and to leave the Council table.
3. If the Council believes the member is actually biased, it may disqualify the member by majority vote from participating in a decision on the matter. A Council member who has been disqualified from participating in a decision may participate in the proceeding as a private citizen.
4. Generally, conflicts of interest arise in situations where a Council member, as a public official deliberating in a quasi-judicial proceeding, has an actual or potential financial interest in the matter before the Council. Under state law:

A: an actual conflict of interest is defined as one that would be to the private financial benefit or detriment of the Council member a relative or a business with which the Council member or a relative is associated.

B. A potential conflict of interest is one that could be to the private financial benefit or detriment of the Council member, a relative or a business with which the Council member or a relative is associated.

A “relative” means the spouse, children, siblings or parents of the public official or public official’s spouse. A Council member must publicly announce potential and actual conflicts of interest and, in the case of an actual conflict of interest, must refrain from participating in debate on the issue or from voting on the issue.

#### **M. EX PARTE CONTACTS AND DISQUALIFICATION**

1. For quasi-judicial hearings, Council members should refrain from having *ex parte* contacts relating to any issue of the hearing. *Ex parte* contacts are those contacts by a party on a fact in issue under circumstances that do not involve all parties to the proceeding. *Ex parte* contacts may be either oral statements when other interested parties are not present or written information that other interested parties do not receive.
2. If a Council member has *ex parte* contact prior to a hearing, the member must reveal the contact at the meeting and before the hearing. The Council member must describe the substance of the contact and the Mayor will announce the right of interested persons to rebut the substance of the communication. The Council member also will state whether such contact affects their impartiality or ability to vote in the matter. The Council member must state whether he or she will participate or abstain.
3. For quasi-judicial hearings, a Council member who was absent during the presentation of evidence may not participate in any deliberations or decision regarding the matter, unless the Council member reviews all the evidence and testimony received.

#### **N. OREGON GOVERNMENT ETHICS COMMISSION REQUIREMENTS AND REPORTING**

1. Council members must review and observe the requirements of the State Ethics Law (ORS 244.010 to ORS 244.390) dealing with use of public office for private financial gain.
2. Council members must give public notice of any conflict of interest or potential conflict of interest and the notice will be reported in the meeting minutes. In addition to matters of financial interest, Council members will maintain the highest standards of ethical conduct and assure fair and equal treatment of all persons, claims and transactions coming before the Council.
3. In accordance with state law, it is each Council member’s responsibility to file all required statements of economic interest with the Oregon Government Ethics Commission.

#### **O. OREGON PUBLIC RECORDS LAW**

1. Right to Inspect. The written record of public business is available, with some important exceptions, to any person. Under ORS 192.420, “every person” has a right to inspect any non-exempt public record.
2. Public Body. The Public Records Law applies to any public body in the state which includes the Council.
3. Records Covered. The definition of “public records” and the ORS 192.420 policy statement make it clear that the records law applies to all government records of any kind. The definition of “public record” includes “any information” prepared, owned, used or retained by a city, relating to an activity, transaction or function of the city, or necessary to satisfy fiscal, legal, administrative or historical policies, requirements or needs of the city. Public records are no longer limited to “documents” and need not be prepared by the city. Records prepared outside government “owned, used or retained” by the city, are within the scope of the records law. This includes e-mails relating to city business sent to and from any Council member whether those e-mails were sent from a Council member’s private account or city e-mail account.
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**Q. ROBERT’S RULES**

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**R. COMMISSIONS, BOARDS, COMMITTEES, ORGANIZATIONS & MEDIA**

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- b. When creating an ad hoc committee or a vacancy occurs on an ad hoc committee, City staff and Council will make recommendations to the Mayor who will then appoint the chosen individuals with the consent of the Council by a majority vote at a Council meeting.
- c. Council members will encourage broad participation on City commissions, boards and committees.
- d. A citizen may not serve on more than two City commissions, boards or committees simultaneously, in order to encourage the broadest possible citizen involvement. Any citizen serving on two City commissions, boards or committees may not be chairperson of both simultaneously. This limitation does not apply to service on the City Budget Committee.
- e. Members of a board, committee, or commission serve at the pleasure of the City Council and, except as may be limited or prohibited by law, may be removed at any time and for any reason by a majority vote of the City Council. Members of a board, committee or commission who are absent from more than three (3) regular meetings in a calendar year are considered to have resigned from the board, committee or commission.

2. Council Member Participation.

- a. Council members will encourage citizen participation in City commissions, boards and committees.
- b. Council members may and are encouraged to attend meetings so long as a quorum of the Council is not present.
- c. Council shall: (1) be mindful of their role as individual Council members and not representing the full Council unless specifically authorized to do so, and (2) facilitate full discussion and participation by the regular members of the body.
- d. Council members should limit their attendance at and participation in meetings at which quasi-judicial public hearings are conducted on matters that are appealable to Council, so as to avoid challenges for bias as set forth in Section L of these rules.

**S. CITY ADMINISTRATOR EVALUATION**

1. Criteria. The standards, criteria and policy directives used in the evaluation of the City Administrator will be adopted at a regular Council meeting in accordance with state law.
2. Process.

- a. Evaluation sessions will be scheduled in accordance with the City Administrator's decision on whether to hold the evaluation in open or executive session.
  - b. In February, or in accordance with the current City Administrator contract, Council members and staff designated by Council, if any, will review the elements in the evaluation forms and will provide completed evaluations to the City Recorder by March 1. The City Recorder will forward all sealed envelopes containing evaluations to the City Attorney who will tabulate the results of the evaluation forms.
  - c. At the first meeting in March, or in accordance with the current City Administrator contract, the Mayor and Council will meet in executive session to discuss their assessment of the City Administrator's performance and to decide what message will be delivered to the City Administrator. This is also the time, if necessary, to draft the criteria and goals for the upcoming year to discuss with the City Administrator.
  - d. At this or a subsequent meeting, the Council will then meet with the City Administrator in an evaluation session. Council summary comments and individual Council member comments will be made. The City Administrator will have an opportunity to respond to all comments. The effect of the evaluation on the City Administrator's employment contract will be discussed. Sufficient time will be allotted for the evaluation discussion with the City Administrator.
  - e. Compensation may not be discussed in executive session. The Council may convene with the City Administrator in open session to review any final performance evaluation and discuss compensation. Any final summary of the evaluation process shall be prepared by the City Attorney and the Mayor.
3. Contract. The City Attorney and Mayor or other designated member of the City Council will prepare any employment contract amendments to the City Administrator's contract. Contracts normally will be approved as a consent agenda item at the next regular Council meeting. The evaluation process should be concluded by the end of May each calendar year, although the formal consideration of any contract amendment may occur in the following year.

## **T. COUNCIL EXPENSES**

1. Reimbursement. The Council will follow the same rules and procedures for reimbursement as City employees, as established by City policy. Councilor expenditures for other than routine expenses (e.g., conference registration and travel are examples of non-routine expenses) require advance Mayor approval. Unless requested otherwise, the City Recorder will coordinate travel accommodations for Councilors.
2. Budget. The Council will review and discuss its proposed annual budget as coordinated by the Mayor and President of the Council and as presented by City staff during a public meeting.