



FOREST GROVE CITY COUNCIL

Monday, February 28, 2011

5:30 PM – Work Session (Council Goals & Objectives)

Community Auditorium

6:00 PM – Work Session (Business Incentives)

1915 Main Street

7:00 PM – Regular Meeting

Forest Grove, OR 97116

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PETER B. TRUAX, MAYOR

Thomas BeLusko, Jr.
Thomas L. Johnston, Council President
Victoria J. Lowe

Camille Miller
Ronald C. Thompson
Elena Uhing

All meetings of the City Council are open to the public and all persons are permitted to attend any meeting except as otherwise provided by ORS 192. The public may address the Council as follows:

➔ Public Hearings – Public hearings are held on each matter required by state law or City policy. Anyone wishing to testify should sign in for any Public Hearing prior to the meeting. The presiding officer will review the complete hearing instructions prior to testimony. The presiding officer will call the individual or group by the name given on the sign in form. When addressing the Council, please use the witness table (center front of the room). Each person should speak clearly into the microphone and must state his or her name and give an address for the record. All testimony is electronically recorded. In the interest of time, Public Hearing testimony is limited to three minutes unless the presiding officer grants an extension. Written or oral testimony is heard prior to any Council action.

➔ Citizen Communications – Anyone wishing to address the Council on an issue not on the agenda should sign in for Citizen Communications prior to the meeting. The presiding officer will call the individual or group by the name given on the sign in form. When addressing the Council, please use the witness table (center front of the room). Each person should speak clearly into the microphone and must state his or her name and give an address for the record. All testimony is electronically recorded. In the interest of time, Citizen Communications is limited to two minutes unless the presiding officer grants an extension.

The public may not address items on the agenda unless the item is a public hearing. Routinely, members of the public speak during Citizen Communications and Public Hearings. If you have questions about the agenda or have an issue that you would like to address to the Council, please contact the City Recorder at 503-992-3235.

A G E N D A

Mayor Truax
Michael Sykes
City Manager

5:30

WORK SESSION: COUNCIL GOALS AND OBJECTIVES FOR FISCAL YEAR 2011-12

Jeff King
Economic Development
Coordinator

6:00

WORK SESSION: BUSINESS INCENTIVES

The City Council will convene in the Community Auditorium - Conference Room to conduct the above work session(s). The public is invited to attend and observe the work session(s); however, no public comment will be taken. The Council will take no formal action during the work session(s).

7:00

1. **REGULAR MEETING:** Roll Call and Pledge of Allegiance

2. **CITIZEN COMMUNICATIONS:** Anyone wishing to speak to Council on an item not on the agenda may be heard at this time. *Please sign-in before the meeting on the Citizen Communications form posted in the foyer.* In the interest of time, please limit comments to two minutes. Thank you.

3. **CONSENT AGENDA:** See Page 4

4. **ADDITIONS/DELETIONS:**

5. **PRESENTATIONS:**

7:05 5. A. • *Metro Quarterly Exchange Update, Kathryn Harrington, Metro Councilor District 4*

7:20 5. B. • *Audit Report for Fiscal Year 2009-10, ending June 30, 2010, Gary Iskra, City Auditor*

Kerry Aleshire
 Police Chief
 Aaron Ashbaugh
 Police Captain
 Jon Holan, Community
 Development Director
 Anna Ruggles
 City Recorder

8:00 6. **CONTINUE PUBLIC HEARING FROM FEBRUARY 14, 2011, AND SECOND READING OF ORDINANCE NO. 2010-08 ADOPTING PROVISIONS REGULATING NOISE, REPEALING FOREST GROVE CODE SECTION 5.070, TITLED UNNECESSARY NOISE, AND ADDING NEW CODE SECTION 5.250 THROUGH 5.259, TITLED NOISE REGULATIONS**

Rob Foster
 Public Works Director
 Susan Cole
 Administration Services
 Assistant Director
 Paul Downey
 Administrative Services
 Director

8:15 7. **PUBLIC HEARING AND FIRST AND SECOND READING OF ORDINANCE NO. 2011-04 SPECIFYING THE ASSESSMENTS TO BE MADE ON PROPERTIES SPECIALLY BENEFITED BY THE CONSTRUCTION OF CERTAIN SIDEWALK IMPROVEMENTS; SETTING SIXTY (60) MONTH AND ONE HUNDRED TWENTY (120) MONTH PERIODS FOR INSTALLMENT PAYMENTS; SETTING THE INSTALLMENT FINANCING RATE AT FOUR AND ONE-QUARTER PERCENT (4.25%) AND SIX AND ONE-HALF PERCENT (6.50%) RESPECTIVELY; AND DECLARING AN EMERGENCY**

Paul Downey
 Administrative Services
 Director

8:30 8. **RESOLUTION NO. 2011-20 ADOPTING COMMUNITY ENHANCEMENT PROGRAM (CEP) PROCESS FOR FISCAL YEAR 2011-12 AND REPEALING RESOLUTION NO. 2010-19**



FOREST GROVE CITY COUNCIL AGENDA
FEBRUARY 28, 2011
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- | | | |
|--|------|---|
| Paul Downey
Administrative Services
Director | 8:45 | 9. <u>QUARTERLY FINANCIAL REPORT FOR PERIOD
ENDING DECEMBER 31, 2010</u> |
| Mayor Truax
Michael Sykes
City Manager | 9:00 | 10. <u>RESOLUTION NO. 2011-21 ADOPTING CITY COUNCIL
GOALS FOR FISCAL YEAR 2011-12</u> |
| Mayor Truax | 9:10 | 11. <u>ADOPTING CITY COUNCIL TEAM AGREEMENT FOR
2011</u> |
| Michael Sykes
City Manager | 9:15 | 12. <u>CITY MANAGER'S REPORT:</u> |
| | 9:30 | 13. <u>COUNCIL COMMUNICATIONS:</u> |
| | 9:45 | 14. <u>ADJOURNMENT</u> |

3. **CONSENT AGENDA:** Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the Consent Agenda item(s).
- A. Approve City Council Executive Session (Labor Negotiations) Meeting Minutes of February 14, 2011.
 - B. Approve City Council Meeting Minutes of February 14, 2011.
 - C. Accept Historic Landmarks Board Meeting Minutes of January 25, 2011.
 - D. Accept Planning Commission Meeting Minutes of January 18 and February 7, 2011.
 - E. Accept Public Arts Commission Meeting Minutes of January 22, 2011.
 - F. Accept Public Safety Advisory Commission Meeting Minutes of January 26, 2011.
 - G. Library Department Monthly Circulation Statistic Report for January 2011.
 - H. Endorse Liquor License Renewal Application Requests for Year 2011:
 - 1. 7-11 Store #20715C, 2001 Yew Street (Off-Premises Sales)
 - 2. Forest Theater, 1911 Pacific Avenue (Limited On-Premises Sales)
 - 3. Maggie's Buns, 2007 21st Avenue (Limited On-Premises Sales)
 - 4. Mama Jiah's, 2248 Main Street (Off-Premises Sales)
 - 5. Marbec Mexican Trade Products, Inc., 3012 Pacific Avenue, Suite F (Off-Premises Sales)
 - 6. Stecchino Bistro, 2014 Main Street (Full On-Premises Sales)
 - 7. The Masonic Lodge of Oregon, 2300 Masonic Way (Full On-Premises Sales)

February 28, 2011

**REPORT AND RESOLUTION ADOPTING CITY COUNCIL GOALS
FOR FISCAL YEAR JULY 1, 2011, THROUGH JUNE 30, 2012**

Project Team: Michael J. Sykes, City Manager
Department Directors
Anna D. Ruggles, CMC, City Recorder

BACKGROUND:

Pursuant to City Council Rules of Procedure, Section 16, the City Council must set its goals annually. The goals shall include *Short-Term Goals and Objectives* that the Council plans on completing within the next 12 months and *Long-Term Goals and Objectives* that the Council plans to work on during their term of office and/or future goals and objectives that may take longer to complete. The *Goals and Objectives* that Council sets annually help guide City administration and departments as they plan for the upcoming budget year.

DISCUSSION:

The City Council identified three key goals for Fiscal Year 2011-12 at the Goal-Setting Work Session held on February 19, 2011. A resolution formally adopting the three City Council Goals for Fiscal Year 2011-12 is being presented for Council consideration.

COUNCIL GOALS:

At the February 19, 2011, Council retreat, Council participated in an exercise to review the goals set by Council and to identify new Council goals for Fiscal Year 2011-12. Based on that exercise the following Council goals emerged (Council amended the current goals as noted below):

COUNCIL GOALS PROPOSED FOR FISCAL YEAR 2011-12:

- GOAL 1 PROMOTE SAFE, LIVABLE, AND SUSTAINABLE NEIGHBORHOODS
AND A PROSPEROUS DYNAMIC GREEN CITY**
- GOAL 2 PROMOTE A PRUDENT FINANCIAL PLAN TO MAINTAIN
EFFECTIVE SERVICE LEVELS OF A FULL-SERVICE CITY**
- GOAL 3 PROMOTE THE INTERESTS AND NEEDS OF FOREST GROVE IN
LOCAL, STATE, AND NATIONAL REGIONAL AFFAIRS**

COUNCIL GOALS AND OBJECTIVES WORK SESSION:

At the February 19, 2011, Council retreat, Council collectively agreed to carryover 23 pending objectives that were identified by staff as being on hold, in progress, or ongoing and participated in an exercise of identifying new Council goals and objectives for Fiscal Year 2011-12.

The Council will be meeting to conduct a Goals and Objectives Work Session on February 28, 2011. The purpose of this work session is so Council can complete identifying, ranking and prioritizing of its objectives for each of the Council Goals (Refer to Exhibit A for a tentative list of objectives that were identified at the work session held on February 19, 2011). The intent of asking for Council priority goals/objectives for the coming fiscal year is to know if there are specific goals/objectives that require budget resources in order to be accomplished. It is recognized that not all of the objectives can be financially accomplished. However, this will provide a framework for each department to focus their activities and prioritize resources during their budget preparations for Fiscal Year 2011-12. In some cases, funds may be available; in other cases, this will guide efforts to find resources, such as grants. In addition, Council will be asked to review and adopt their Council Team Agreement for 2011, which is attached as Agenda Item 11.

DEPARTMENT PROJECTS IN PROGRESS:

Department Directors will provide funding source information and incorporate any significant Council goals and objectives into their work plans. Presentations of the department work plans will be presented to Council at the meetings scheduled for March 28 and April 11, 2011. The department work plans will pertain to the high-priority work assignments that departments must complete within the next 12-months.

RECOMMENDATION:

The attached Resolution adopts the three City Council Goals for Fiscal Year 2011-12 as amended. Upon adoption of the resolution, staff will incorporate the new City Council Goals into the budget statement for Fiscal Year 2011-12. A resolution adopting the Council goals/objectives will be presented for Council consideration at the meeting scheduled for March 28, 2011.

2011-12 CITY COUNCIL GOALS AND OBJECTIVES

Each year, the City Council determines its goals and objectives for the coming year. These goals and objectives are adopted by City Council and becomes the City's Work Plan and guide for City Council and City Staff as they move forward throughout the year. City Council identified four (4) new objectives (shown in bold and italics) for 2011-12 and carried over 23 pending objectives from the previous year. The City Council will rank these objectives in the order that they believed are the most important. The objectives have been grouped within one of the three key City Council Goals. The City Manager will assign each of the Council goal objectives accordingly. The proposed City Council Goals and Objectives for Fiscal Year 2011-12 are as follows:

GOAL 1

PROMOTE SAFE, LIVABLE, AND SUSTAINABLE NEIGHBORHOODS AND A PROSPEROUS DYNAMIC, GREEN CITY

Rating Scale from 4 to 0 (4 = top priority; 3 = 2nd tier priority; 2 = important; 1 = low priority; and 0 = no priority)

		Total Points:	TB	TJ	VL	CM	RT	EU	PT	Total Pts:
1.	Continue maintaining a livable community through code enforcement with emphasis on graffiti and crime prevention									
2.	Continue pressure for new Post Office or Retail Store									
3.	Complete Periodic Review									
4.	Examine installing sidewalks near schools, bus #57 stop, and TV Hwy (east end of Mtn View Lane; Karen's Corner)									
5.	Examine methods to enhance pedestrian/safe routes to Thatcher Park and Thatcher Road/Forest Gale Drive (flashing yellow light/crosswalks)									
6.	Continue strengthening public relations and marketing to better communicate City services and accomplishments									
7.	Continue improving Council/Citizen Outreach (table at Farmers' Market)									
8.	Pursue holding a Council meeting at High School									
9.	Pursue completion of Emerald Necklace (grant monies)									
10.	Continue pressure for Light Rail; high capacity transit; and other transportation modes									
11.	Pursue Electric Charging Stations and other alternate energy sources									
12.	Complete Watershed Master Plan and Logging Contracts									

**2011-12 CITY COUNCIL
GOALS AND OBJECTIVES**

GOAL 1 (Continued)

**PROMOTE SAFE, LIVABLE, AND SUSTAINABLE NEIGHBORHOODS AND
A PROSPEROUS DYNAMIC, GREEN CITY**

Rating Scale from 4 to 0 (4 = top priority; 3 = 2nd tier priority; 2 = important; 1 = low priority; and 0 = no priority)

	Total Points:	TB	TJ	VL	CM	RT	EU	PT	Total Pts:
13. Continue encouraging support of FG Senior and Community Center									
14. Continue coordinating efforts for promoting Public Art									
15. Complete Parks Master Plan Update									
16. Evaluate an area for a Town Center Plaza									
17. Survey banning backyard burning and draft proposed ordinance									
18. <i>Create Sustainability Committee</i>									
19. <i>Explore Downtown Facade Improvement Program (awning)</i>									
20. <i>Explore Evergreen Road Extension (bypass)</i>									
21. <i>Explore Downtown Corridor Transportation Flow</i>									

GOAL 2

**PROMOTE A PRUDENT FINANCIAL PLAN TO MAINTAIN
EFFECTIVE SERVICE LEVELS OF A FULL-SERVICE CITY**

Rating Scale from 4 to 0 (4 = top priority; 3 = 2nd tier priority; 2 = important; 1 = low priority; and 0 = no priority)

	Total Points:	TB	TJ	VL	CM	RT	EU	PT	Total Pts:
22. Prepare a balanced budget									
23. Support business retention and promote recruitment efforts									
24. Pursue Island Annexation Program									
25. Continue Sidewalk Improvement District Program (LID)									

**2011-12 CITY COUNCIL
GOALS AND OBJECTIVES**

GOAL 3									
PROMOTE THE INTERESTS AND NEEDS OF FOREST GROVE IN LOCAL, STATE AND NATIONAL AFFAIRS									
Rating Scale from 4 to 0 (4 = top priority; 3 = 2nd tier priority; 2 = important; 1 = low priority; and 0 = no priority)									
	Total Points:	TB	TJ	VL	CM	RT	EU	PT	Total Pts:
26.	Promote Tourism Opportunities and Marketing Efforts (wineries, Fernhill, local events, branding logo, external marketing)								
27.	Support Legislative Agenda and Regional, Local, State, and Metro Partnerships (WC Forum)								



RESOLUTION NO. 2011-21

**RESOLUTION OF THE CITY OF FOREST GROVE CITY COUNCIL
ADOPTING CITY COUNCIL GOALS FOR FISCAL YEAR 2011-12**

WHEREAS, pursuant to City Council Rules of Procedure, Section 16, the City Council must set its Council Goals annually; and

WHEREAS, the Forest Grove City Council held an Annual Town Meeting on January 29, 2011; and

WHEREAS, the Forest Grove City Council and Management Team met in Goal-Setting Work Session on February 19, 2011, to discuss goals for the next fiscal year; and

WHEREAS, the City Council has determined three goals for Fiscal Year 2011-12.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the City of Forest Grove City Council hereby adopts the City Council Goals for Fiscal Year 2011-12 as follows:

- GOAL 1 Promote Safe, Livable, and Sustainable Neighborhoods and a Prosperous Dynamic, Green City**
- GOAL 2 Promote a Prudent Financial Plan to Maintain Effective Service Levels of a Full-Service City**
- GOAL 3 Promote the Interests and Needs of Forest Grove in Local, State, and National Affairs**

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 28th day of February, 2011.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 28th day of February, 2011.

Peter B. Truax, Mayor

**city of
forest
grove**

CITY COUNCIL GOALS FOR 2011-12

**Promote Safe, Livable and
Sustainable Neighborhoods and
a Prosperous Dynamic, Green City**



**Promote a Prudent Financial Plan to
Maintain Effective Service Levels
of a Full-Service City**

**Promote the Interests and Needs of
Forest Grove in Local, State, and
National Affairs**

REPORT ON PROVIDING INCENTIVES TO BUSINESSES OCCUPYING VACANT SPACE BY REDUCING CERTAIN FEES

PROJECT TEAM: Jeffrey King, Economic Development Coordinator
Michael Sykes, City Manager

ISSUE STATEMENT: The current deep recession has resulted in significant job loss and failed businesses. In Forest Grove, as in other communities, there is an increase in vacant industrial, commercial and storefront space. In some cases this can also lead to a reduction in assessed property taxes. In this changed economic environment, businesses are scrutinizing all costs closely. Furthermore, some of our competitor cities in the Portland metro area are offering incentives for occupying vacant buildings. To help support business attraction and local expansion and retention, staff is proposing temporary financial incentives to reduce financial barriers for businesses occupying vacant space.

DISCUSSION: The effects of the recession will continue to have an impact on Forest Grove and Oregon's economy over the near term of several years. In Forest Grove, 16 industrial buildings account for 631,530 square feet (sf) of vacant space (3 buildings account for over half of that number) and another 16 commercial/retail spaces totaling 53,640 sf are also vacant. States and communities are as competitive as ever to create more business activity that will add jobs and fill vacant space. Recently both Beaverton and Gresham have enacted incentives to fill available space.

In response to both the impacts of the recession and the actions of competitor communities, staff has proposed a modest program of incentives to encourage businesses to occupy vacant buildings/space. The incentives would be temporary until the area's economy more fully recovers. The incentives are designed to last until June 30, 2013, and then will automatically sunset unless council chooses to continue the programs. The incentive elements and program eligibility are:

Incentives:

- Waiver of business license fee (maximum \$250)
- Fee waiver of building permit fee up to \$5,000
- Fee waiver of site development fee up to \$1,000
- Fee waiver of planning services fees up to \$1,000
- Water System Development Fee can be paid over a period up to 5 years; a low interest rate would be charged
- Reduction of sign/permit fees up to \$1,000 if the applicant meets certain design standards.

Eligibility:

- Receive a permanent Certificate of Occupancy for a commercial/industrial tenant between April 1, 2011 and June 30, 2013.
- Occupy a vacant building or space.
- Be new to the City **OR** the business currently exists within the City and is:
 - expanding into adjacent commercial/industrial space; or
 - opening a new additional satellite location; or
 - relocating from a former location and will increase square footage by at least 10%
- Sign an agreement with the City covering terms, obligations and timelines.

Not Eligible: The following do not qualify for incentives:

- Expands by new construction either as a new building or new addition.
- Government office or agency;
- Relocates or expands but occupies less than 10 percent additional square footage at the new or expanded location.
- Applies for permits limited to the repair and/or maintenance of structures at the business's existing location without expanding.
- Fails to begin construction within 30 days of issuance of a commercial/industrial tenant improvement building permit or fails to obtain a permanent Certificate of Occupancy within 180 days of issuance of permit and before June 30, 2013.

While businesses occupying a vacant space of any size are eligible, it is expected that the program incentives will appeal mostly to smaller businesses occupying 7,500 sf or less. However this proposal is of value to the entire business community including large and medium sized businesses. It could be packaged with other incentives such as enterprise zones, energy conservation funding and state programs. It would also provide an opportunity to provide good press with the message that Forest Grove continues to provide a supportive environment for business and values new jobs. This proposal has been reviewed and approved unanimously by the Forest Grove Economic Development Commission.

FISCAL IMPACT: The maximum incentive a business can receive under this program is \$3,775. Research on occupancy of 7,500 sf or less showed that if this program had been in place over the last three years an average of 4 small businesses a year would qualify. The loss in building permit fees was an average of \$278. Total loss to the City would be \$1,112 a year; however, costs most likely would be higher as businesses are persuaded to expand or locate in Forest Grove.

STAFF RECOMMENDATION: Staff is recommending that the City Council direct staff to proceed with preparing the resolution authorizing the business incentive program and to present it to the City Council for approval.

3A

**FOREST GROVE CITY COUNCIL EXECUTIVE SESSION
ORS 192.660(2)(D) LABOR
FEBRUARY 14, 2011 – 5:15 P.M.
COMMUNITY AUDITORIUM – CONFERENCE ROOM
PAGE 1**

Minutes are unofficial until approved by Council.

1. ROLL CALL:

Mayor Peter Truax called the Work Session to order at 5:30 p.m. **ROLL CALL:**
COUNCIL PRESENT: Thomas BeLusko, Jr., Thomas Johnston, Victoria Lowe, Camille Miller, Ronald Thompson, Elena Uhing, and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; Rob DuValle, Human Resources Manager; and Anna Ruggles, City Recorder.

2. EXECUTIVE SESSION:

The City Council met in Executive Session in accordance with:

ORS 192.660(2)(D) to conduct deliberations with person designated by the governing body to carry on labor negotiations.

3. ADJOURNMENT

Mayor Truax adjourned the Executive Session at 6:00 p.m.

Respectfully submitted,

Anna D. Ruggles, CMC, City Recorder

Memorandum

TO: Mayor Peter Truax and City Councilors

FROM: Michael Sykes, City Manager
Anna D. Ruggles, CMC, City Recorder

DATE: February 28, 2011

SUBJECT: Council Minutes for February 14, 2011

BACKGROUND:

The Council Minutes for February 14, 2011, are not finalized for Council packet distribution at this time. Staff will make every effort to finalize the minutes by Monday, February 28, 2011. If unable to do so, the minutes will be presented to Council for consideration at the next meeting of March 28, 2011.

- **HLB 2011 Tasks:** The discussion was far-ranging, with review and examination of each of the nineteen potential tasks including suggestions from previous email discussions. Although many were deemed not for immediate consideration they could all be kept on the list. The discussion also included determining for which tasks the Board should request SHPO funding; the grant request deadline will be shortly after the next regular meeting, and staff will need some time before then to prepare the application.

It was noted that the first three tasks were already being done (activities for National Historic Preservation Month, the renovation grant program, and the quarterly newsletter) so little additional effort would be required and they furthered the adopted goal and strategies. Wade offered that more effort could be made to enhance the Board's visibility by increasing newsletter distribution. Reitz said that it costs about \$1,000 annually to copy and mail about 300 copies on a quarterly basis. The Board thought that better publicity of the program could be achieved by doubling the amount budgeted for newsletter distribution.

#4 Seek enhancement funds and additional funding: This was definitely one of the Board's interests.

#5 Hire a consultant to secure funding: This was thought to not be a realistic task as spending money to try and get more money was not something SHPO would likely support.

#6 Add relevant content to the website: All agreed this needs to be done, but it was not a priority for SHPO grant funding. Wade did volunteer to work with staff to get all past newsletters posted to the site.

- #7 HLB promotional handout
- #8 Painter's Woods District brochure
- #9 Walker – Naylor District brochure
- #10 All-district brochure
- #11 Taylor Hollow Wall Building brochure

These five were considered high-priority and discussion (below) concerned which brochure(s) should come first.

#12 Taylor Hollow Wall Building plaques. As they are individual locations this was thought to be an interesting idea, but not a priority for now.

#13 Design Guidelines. It was noted that the Planning Commission was basically in agreement with the guidelines but that they recommended reformatting them to fit within the Development Code Design Guidelines. Poulsen will provide an example of the reformatted guidelines at a future meeting for the Board's concurrence.

#14 "Historic" street signs for Painter's Woods and Walker – Naylor districts. This was determined to also be a high priority and a lot of discussion ensued. It was thought though that, although very visible, street signs are generally for the benefit of that particular district and although they would provide a lot of flash, they wouldn't further the goal and strategies as well as other tasks might. It was also thought that the City might install such signs anyway.

#15 Downtown district public outreach program would fit with the goals, but no one felt it was a priority at this time.

#16 Exchange program with other cities is a continuing effort; no one commented further.

#17 Farmer's Market display board. The Board felt this to be a high priority to be able to showcase the Board's efforts and to educate the community.

#18 A Homeowner Manual was thought to be a good idea but it needs further discussion to determine if it is feasible.

#19 Support the City's branding efforts with an emphasis on historic preservation. There was no further discussion of this item.

For the SHPO grant request, the Board directed staff to include the following:

- o \$2,000 for the quarterly newsletter and publicity to increase its circulation
- o \$250 to acquire a display board for use at the Farmer's Market and other public venues
- o \$11,750 to develop two brochures, for the Painter's Woods and Walker-Naylor districts. Before the next meeting Reitz will obtain cost estimates for the proposed brochures.

(b) Winter (February) Newsletter: The newsletter is complete and is being distributed. Article selection for the May issue will be on next month's agenda.

(c) Election of Officers: Wade began a discussion of the advantages of a vice-chair position. Reitz noted that the bylaws allow for a vice-chair but that previous boards had felt the position was not necessary and therefore chose not to fill it. The Board agreed to utilize a vice-chair with the idea that whoever was elected would assist the chair and eventually succeed to the chair position. Tsur volunteered to be vice-chair. **Wade/Romig to nominate Poulsen as chair, Tsur as vice-chair, and Cushing as secretary. Motion carried unanimously.** Later in the year the Board will consider amending its bylaws to define a vice-chair-to-chair succession method.

4. Old Business/New Business:

- **Council Liaison Update:** No report as Uhing was excused.
- **Staff Update:** Reitz had nothing additional to report.
- **Donation Policy:** Due to the latest of the hour, discussion was postponed to the next meeting. Reitz commented that the proposal to apply donations toward the Eric Stewart Collection was forwarded to the Library staff for consideration.
- **February 23 Meeting Agenda:** Newsletter article selection, donation policy, review of design guidelines, and discussion of the new brochures.

5. **Adjournment:** The January 25, 2011 meeting adjourned at 9:00 p.m.

These minutes respectfully submitted by George Cushing, Secretary

PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM

January 18, 2011 -7:00 P.M.

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APPROVED

3D

1. CALL TO ORDER:

Chairman Beck called the meeting to order at 7:00 p.m.

Planning Commission Present: Tom Beck, Carolyn Hymes, Fred Smith, Al Miller, Lisa Nakajima, Luann Arnott and Charles Kingston.

Staff Present: Jon Holan, Community Development Director; Dan Riordan, Senior Planner; Rob Foster, Director of Engineering & Public Works; Derek Robbins, City Engineer; Marcia Phillips, Assistant Recorder.

2. PUBLIC MEETING:

2.1 PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS: None.

2.2 PUBLIC HEARING:

A. **Transportation System Plan (TSP) remand from City Council
(continued from December 6, 2010).**

Chairman Beck asked staff for an update.

Mr. Holan gave each of the Commissioners a copy of a letter from ODOT, dated 1-14-2011 (Handout # 1), regarding the Transportation System Plan and ODOT paving project.

Mr. Holan stated that Kittelson and Associates provided a report giving more information regarding circulation around the high school, and based on their analysis the report stated five conclusions:

1. David Hill Rd. needs to be extended to Highway 47.
2. There is a need for an east-west connection
3. Nichols Lane would provide the best connection
4. Main and "B" Streets should extend to David Hill Rd. with discouragement of through vehicular traffic on "B" St.

Mr. Holan said these recommendations have been incorporated into the TSP.

Mr. Foster said staff had met with ODOT, and ODOT is opposed to placing a traffic light at Yew St. with concerns about the capacity of the highway. Foster said ODOT has offered some suggestions to improve the Yew St. intersection.

Chairman Beck asked the Commissioners if they had questions about the high school situation.

Commissioner Nakajima asked whether or not the sidewalk will be built on the high school side of Nichols Lane.

**PLANNING COMMISSION MEETING MINUTES
FOREST GROVE COMMUNITY AUDITORIUM**

January 18, 2011 –7:00 P.M.

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Commissioner Arnott stated that the sidewalk is currently on the other side of the street, and people should not have to jump back and forth.

Chairman Beck said this was a very good point. The Commission's goal is to have sidewalks on at least one side of the street, especially collector streets, and Nichols Lane is a collector street.

Mr. Foster said he could see a functioning street with sidewalks on one side, and this sidewalk would probably be extended to Brooke St.

Mr. Holan said this would be a discussion to have when the Conditional Use Permit comes before the Planning Commission. Holan said Nichols Lane is not identified as a collector street past Brooke St.

Chairman Beck stated that Nichols Ln. should be identified as a collector street to Brooke St. because that is its function. Beck said the plan from the high school is very reasonable.

Chairman Beck said the revised Map 8-6 has red dotted lines, and he did not remember talking about these lines at the previous meeting.

Mr. Holan explained that staff understood from the previous meeting that the green arrows on this map were to be removed, and the red lines were put there instead.

Chairman Beck asked staff to talk about the remaining green arrows, which indicate roads the Commission had not discussed.

Mr. Holan indicated the road running north along the cemetery, and explained that there is a corridor of land between the cemetery and the UGB that could be developed. Holan said this road would provide connectivity.

Mr. Foster said it made sense to connect this road to Goff Rd.

Chairman Beck said the green arrow indicating a road by Fern Hill off of Poplar St. runs through either the Clean Water Services treatment plant or the Fern Hill wetlands. Beck said this road would probably never be built, so why have it on the TSP.

Mr. Holan explained that the road line is not exactly where this road would be built. Holan said staff believes there may be opportunities further south for this road, but the line could be deleted if the Commission agrees.

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Chairman Beck took a voice vote, and the Commission decided 5-3 to keep the line which indicates a road.

Chairman Beck said the pedestrian plan is shown on some roads but not others, and as a process this should be consistent. Beck said on the east side of Fern Hill Rd. there is an existing sidewalk to the edge of the CWS driveway just past Taylor Way, but on the map is shown as proposed. Beck said this should be corrected.

Chairman Beck said on Map 3-6 Richie Rd. west from “E” St. should be shown as a county road.

Chairman Beck said on Page 2-10, Policy G, Sidewalks he would suggest rewording to say “for collectors and local streets”. He explained that way the City would not have to build sidewalks on both sides, so more sidewalks could be built.

Commissioner Arnott suggested adding the word “continuous sidewalks”.

Chairman Beck pointed out that the text on Page 11 should go away if the plan being submitted by the high school is accepted. Beck explained that the study has already been done. Beck said on the next page the study areas are written like a decision instead of as a study area with no resolution. Beck suggested these need to be edited to be more neutral.

Mr. Foster showed a map of the improvements on Yew St. as suggested by ODOT. Foster explained that the improvements include restraint lines and right turn lane striping.

Commissioner Miller said there is a driveway on Adair St. from the 7-11 Store very near this intersection. Miller said this makes going north on Yew St. very difficult. Miller asked if lowering the speed limit would help.

Mr. Foster explained that typically a speed study is requested by the local jurisdiction. Foster said the speed limit could be lowered clear to Quince St.

Chairman Beck stated that he wants a light on Yew St.

Commissioner Miller stated that paint will not solve the issue.

Commissioner Kingston agreed that he would like to see a light at Yew St.

Mr. Holan asked the Commission as a whole if they were in agreement with a light at Yew St. The Planning Commissioners said they were in agreement.

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Mr. Foster said ODOT is suggesting pedestrian islands at Quince St. Foster explained that ODOT is going to resurface the road and has agreed to include the pedestrian island on the southeast corner of the intersection. Foster said the islands on the northern part of the intersection would require purchasing property. Foster encouraged the Planning Commission to keep in mind our consultant for the TSP says currently this intersection does not fail. Foster explained that it is possible to make some suggested improvements in the TSP as well as have it as a study area.

Chairman Beck asked the Commissioners if they had any other suggestions for staff.

Commissioner Kingston said east of 185th Ave. on Highway 8 (Aloha) there is a similar crosswalk to the one at Safeway/Goodwill. Kingston asked whether something like that would work at Adair St.

Mr. Foster explained that these are typically not at intersections, and consists of just a flashing yellow light – it is just a warning – cars can go through it when it is flashing. Foster said cars are supposed to slow and look for pedestrians. Foster agreed that there is a lot of pedestrian traffic at this intersection.

PROPOSERS:

David Morelli, 1320 Cedar St., Forest Grove, OR. Mr. Morelli said the proposed extension of Heather St. has been shown in the location of an existing service road, which does not go through buildings or through the wetlands.

Mr. Morelli said moving the bus stop on the west side of the Yew St. intersection encourages pedestrians to cross on the west side of the intersection, but cars heading north and turning west on Adair St. will not see those pedestrians. Morelli stated that ODOT says no traffic signals within half a mile of another – ODOT is not consistent. Morelli said there are traffic signals in Cornelius closer than half a mile to one another.

Chairman Beck stated that there are two intersections in Forest Grove that fail, and they are not on the list of projects the City thinks it can do.

COMMISSION DISCUSSION:

Commissioner Nakajima asked if ODOT has veto power.

Mr. Foster explained that ODOT would oppose the project and appeal.

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Mr. Holan said the ORS does not indicate a City's TSP has to be consistent with a state highway plan.

Commissioner Smith left the meeting at 8:30 p.m.

Mr. Holan explained that technically ODOT does not have veto power, but a TSP must be consistent with the RTP and the RTP must be consistent with the State Highway Plan. Thus, it may be argued that a TSP must be consistent with the State Highway Plan. Mr. Holan noted that there may be some case law on this, but he is not familiar with all the court cases.

Chairman Beck said in his opinion the Commission should error on the side of what we think is right, and then the City Council will make the decision.

Staff then reviewed the various changes proposed by the Commission.

Mr. Holan said the changes to the TSP are mainly map changes, the first one is the extension of Heather St.

Commissioner Hymes said there should be a connection, but it should not go past the schools.

Commissioner Nakajima said she thought the proposed road should stay, but route it away from the schools.

Chairman Beck took a voice vote and it was decided to leave the Heather St. extension as noted on the map.

Mr. Holan said staff will make changes to the pedestrian map as indicated. Holan said on the jurisdictional map Pacific Ave. to Richey Rd. should be shown as a county road, and Oak St. goes to Hwy 47 and is a county road. Holan said staff will remove the redundant text, make the remaining text more neutral, will amend the sidewalk policy statement, and will extend Nichols Lane as a collector.

Commissioner Kingston made a motion to recommend approval of the updated to the City of Forest Grove Transportation System Plan with changes as noted. Commissioner Arnott seconded. Motion passed 6-0.

2.3 ACTION ITEMS: None scheduled.

2.4 WORK SESSION ITEMS:

Due to the lateness of the hour, the Commission postponed the work session on the Periodic Review – Economic Development.

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3.0 BUSINESS MEETING:

Chairman Beck asked for nominations for Chairman of the Planning Commission. Commissioner Miller nominated Tom Beck and Commissioner Kingston seconded. All of the Commissioners were in favor of Tom Beck remaining Chairman.

Chairman Beck nominated Al Miller for Vice Chairman and Commissioner Kingston seconded. The Commissioners were all in favor of Al Miller remaining Vice Chairman.

3.1 APPROVAL OF MINUTES: Commissioner Miller made a motion to approve the minutes of the December 6, 2010, meeting. Commissioner Nakajima seconded. Motion passed 6-0.

3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES: None.

3.3 DIRECTOR'S REPORT:

Mr. Holan noted the next meeting will be on the Transit Oriented Development project, otherwise, he said there is nothing on the docket except the Periodic Review. He said at some point there will be a Conditional Use Permit application from the School District, but nothing has come in yet.

Mr. Riordan said the next Transit Oriented Development meeting (aside from the upcoming Planning Commission meeting) will be held on March 3, 2011.

3.4 ANNOUNCEMENT OF NEXT MEETING: Next meeting will be held on February 7, 2011. Commissioner Miller said he would not be able to attend the meeting. Chairman Beck said he would be absent for the second meeting in February and possibly for the first meeting in March.

3.5 ADJOURNMENT: The meeting was adjourned at 9:17 p.m.

Respectfully submitted by:
Marcia Phillips
Assistant Recorder

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1. CALL TO ORDER:

Chairman Beck called the meeting to order at 7:01 p.m.

Planning Commission Present: Tom Beck, Carolyn Hymes, Fred Smith, Lisa Nakajima, Luann Arnott.

Absent: Al Miller, and Charles Kingston.

Staff Present: Jon Holan, Community Development Director; Daniel Riordan, Senior Planner; Marcia Phillips, Assistant Recorder.

2. PUBLIC MEETING:

2.1 PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS: None.

2.2 PUBLIC HEARING: None scheduled.

2.3 ACTION ITEMS: None scheduled

2.4 WORK SESSION ITEMS:

A. Transit-Oriented Development Plan & Implementation Strategy

Mr. Holan gave opening remarks regarding transit oriented development in Forest Grove. Holan said that due to lack of ridership it was felt there was a need to develop station areas in Forest Grove. He indicated that it is unlikely any one station area will achieve the amount of ridership needed to support a transit extension. He said the City applied for and received a TGM grant to study the transit line, and the City is looking at this as part of Periodic Review. Holan said three years ago the City decided to move forward with the Transportation System Update. He said the TSP will be revisited after the Periodic Review is completed to incorporate any changes due to the review process. Holan explained that the Transit Oriented Development (TOD) study will help answer questions about the feasibility of bringing transit to Forest Grove. Holan introduced Jason Franklin who is the lead consultant on the TGM grant study.

Mr. Franklin gave a Power Point presentation. He said the study project began in September, and they are getting ready to present some alternatives at a future date. Franklin said project objectives include: develop a transit supportive land use and transportation plan, determine investments and land use changes to create TOD, and create a strategy to address regional criteria for high capacity transit.

Mr. Franklin showed a map of the study area and the focus area. He explained the TOD principles and Metro's role in high capacity transit planning. Franklin said Metro has the five "Ps" they look at: people, places, ped/bike connectivity, performance and physical form. Mr. Franklin that people are riders of HCT who live, go to work or go to school in the station area. Franklin said Forest Grove is the

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theoretical end of the line. He said places are where people congregate such as coffee shops, restaurants, and pubs. One question is whether the HCT station has a residential or employment focus. Franklin explained that pedestrian/bike connectivity is how people get to the transit station. Typically people walk, bike or use a park and ride. He said the TSP has laid a lot of the groundwork. Franklin said Metro looks at performance which has to do with the sort of transit for which the City is planning, whether it is HCT, bus or street car.

Chairman Beck said one question that needs to be answered is what size population supports successful ridership.

Mr. Franklin explained that Forest Grove would need to look at partnership with Cornelius and Hillsboro to develop ridership. He said Metro evaluates physical form such as block size, whether it is walkable, feels comfortable and is well planned.

Mr. Franklin talked about best practices – what works elsewhere. He said important themes include: public interventions beget private investment, the pedestrian is king, and there needs to be vision and leadership. Franklin explained that to form a coherent vision is more than rezoning – there needs to be focus on implementation. He said there are downsides to aggressively rezoning for high density use, and it is important to get the land uses right. Franklin said retail strategy is market driven, there needs to be development of mixed income housing, and the use of single uses where appropriate. He said it is important to establish realistic standards to maximize transit ridership. Franklin said to enhance ped/bike accessibility maximize predictability, minimize confusion, provide safe direct connections and provide human scale lighting.

Chairman Beck asked where do you analyze whether an express bus is better.

Mr. Franklin replied that everywhere Metro has done transit, that has been studied.

Chairman Beck said it would be interesting to know Metro's scores to analyze how probable goals are.

Mr. Franklin explained that they are working with Metro, and each of those "Ps" will have a score. He said a benchmark has not yet been established, but Metro is working on it.

Chairman Beck stated that to make good decisions the City needs hard data.

Mr. Franklin displayed a list of needs, opportunities and constraints. This included: the City lacks necessary built form and density, the focus area is an attractive development site since it is primarily vacant and is largely in one ownership. Franklin explained that the current industrial zoning is likely inadequate for TOD.

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He said residential with some retail is most suitable. Franklin said there is a good road network, but OR 47 access is constrained (bypass) and development may cause additional congestion that requires mitigation. He said the substations and transmission lines in the focus area complicate TOD. Franklin said the best plan is to make sure retail backs up to OR 47 at the one access point off of OR 47 leading to a frontage road. He stated that new HCT may alter existing bus service.

Mr. Franklin showed some alternatives for station locations. Alternate # 1 – Constrained – one access off of OR 47. He explained that there would need to be a new railroad crossing, so an old railroad crossing would have to be closed to open up a new one per the railroad requirements. Franklin said heavy rail has different rules than light rail, and a question is should this remain heavy rail or a dual use. He said this is a significant issue. Franklin explained that ODOT currently owns the railroad right-of-way.

Mr. Franklin showed Alternate # 2 – Unconstrained. He explained that the rail line would move north into the focus area, where there is greater potential all around the proposed stop, and could take advantage of vacant property owned by the University.

Chairman Beck commented that retail other than downtown could detract from the downtown area, which we have worked hard to create.

Mr. Franklin showed a list of goals and strategies to bring HCT to Forest Grove, which included: create the necessary density, continue to build partnerships, continue to build political support, develop financing mechanisms for infrastructure, respond to Metro SEP, improve the bike/ped system, improve the overall Forest Grove real estate market, create TOD supportive public policies, and work with ODOT on a Highway 47 connection.

Mr. Franklin showed the project process timeline, and key milestones, and asked if there were any questions.

Chairman Beck asked, regarding best practices, what other city in the USA on the same scale as Forest Grove has done it and made it work.

Mr. Franklin said commuter rail with park and rides out to small towns are an example.

Mr. Holan said staff would like to take comments from the audience.

David Morelli, 1320 Cedar St., Forest Grove, OR. Mr. Morelli said it is about location, location, location. He said the line should move down by Cedar St. and Pacific Avenue.

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Adella Macdonald, Representative from Jennings McCall Center, Forest Grove, OR. Ms. Macdonald stated that Jennings McCall Center owns property adjacent to the rail line. She said the center has 149 employees coming from Hillsboro, and it is extremely hard to get them to work twenty-four hours a day, seven days a week, 365-days a year. Macdonald said she understands it is a long process, but something needs to be done.

Steve Krautsheid, Representing Tuality Health Care, 335 SE 8th, Hillsboro, OR. Mr. Krautsheid said transit on the westside is critical. He stated that it would be a benefit to the community and to the hospital.

Kathrine Steele, Forest Grove, OR. Ms. Steele stated she lives on Hawthorne in the study area, and rides TriMet daily. She said certain areas along light rail have done well, and others have graffiti and crime. Steele said the green line and blue line are successful, but the yellow line is not successful because they have a good bus system that goes through the neighborhoods. She said MAX goes through old downtown Hillsboro where the government offices are located, and it is beneficial. Steele said the rail line should go through downtown Forest Grove.

Kathryn Harrington, Metro District Rep., 600 NE Grand Ave., Portland, OR. Ms. Harrington said it is important to have the information needed, and to be able to ask questions. She said we need to find some case studies of cities at the “end of the line” and how did they made it happen. Harrington said looking at individual stations is not the same as “end of the line”. She said taking industrial land and rezoning it is not bad, because times change. Harrington said lets talk and see what is possible.

Commissioner Nakajima stated that Forest Grove is the terminus, but we draw from Gaston, Banks, etc.

Ms. Harrington said that is not a selling point when talking to the Federal Government about funding. She explained that Metro used to be able to get 60% federal investment, and now it is 50%. She said the federal bar has been raised.

Chairman Beck stated that Forest Grove needs to see the federal quantitative bars. He said the question is should Forest Grove push for an express bus that we might get sooner, or jump at light rail.

Ms. Harrington said it is good to ask these questions early on.

Mr. Franklin said the express bus is one of the things being looked at in the study, and it could be a good strategy.

Mr. Holan said we are looking at what kind of implementation it will take to get us

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from what we have today to light rail.

Chairman Beck stated that we have a downtown that is hurting, so maybe we need to bring transit downtown.

B. Periodic Review Update – Economic Development

Due to the lateness of the hour, the Planning Commission decided to postpone the presentation on the Periodic Review Update – Economic Development until the next meeting.

3.0 BUSINESS MEETING:

3.1 APPROVAL OF MINUTES: Commissioner Hymes made a motion to approve the minutes from the January 18, 2011, meeting, and Commissioner Arnott seconded. Motion passed 5-0.

3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES: None.

3.3 DIRECTOR'S REPORT: Mr. Holan introduced two Portland State University students who, along with four other students, are working on a David Hill Concept Plan. Holan said at the next Planning Commission meeting on the 21st they will do a presentation. He said there will also be a work session on the Periodic Review – Economic Development after the presentation by the PSU students.

3.4 ANNOUNCEMENT OF NEXT MEETING: The next meeting will be held on February 21, 2011.

The Planning Commission decided to have the City attorney do annual training at the March 7th meeting.

3.5 ADJOURNMENT: The meeting was adjourned at 9:20 p.m.

Respectfully submitted by:
Marcia Phillips
Assistant Recorder

APPROVED



Minutes approved by the PAC on February 10, 2011.

- 1. CALL TO ORDER:** The meeting was called to order at 9:15 a.m. by Chair Kathleen Leatham. Present: Kathleen Leatham, Philip Thias, Linda Taylor, Kathy Broom, Dana Zurcher, Ruth Anne McCullough, Vicki Pich, Pat Truax and Jim Flory.
Council Liaison: Tom BeLusko
Staff: Colleen Winters, Bev Maughan
Excused: Liam Cooper
Guest: Donna House
- 2. CITIZEN COMMUNICATIONS: NONE**
- 3. APPROVAL OF PUBLIC ARTS COMMISSION MEETING MINUTES OF DECEMBER 9, 2010:** Vicki made the motion to accept the minutes and Ruth Anne seconded. No discussion. Unanimous vote.
- 4. ADDITIONS/DELETIONS: Item 5G. Closer Look Ad Request**
- 5. BUSINESS:**
 - A. Election of Chair:** With appreciation and encouragement from the commission, the following slate of officers was proposed: Chair – Kathleen Leatham, Vice-Chair – Pat Truax, Secretary – Ruth Anne McCullough. Jim moved, seconded by Vicki, that the proposed nominations be approved. With all those present voting in favor, the motion passed.
 - B. Goals:**
 - Review 2009/2010 Goals: Kathleen reviewed the 2009 goals that were carried over through 2010. Discussion ensued on the continued need for advocacy of the arts in the schools and reaching children. Suggestions and options mentioned included promoting after-school activities, music academy, training teachers in how to teach art, using private individuals as instructors, facilitating donations to school art programs that may become unfunded, Pacific University's Arts Division partnering with the school district, work study proposals, using senior facilities' buses for transportation to school field trips such as TITG performances, and submitting an advocacy letter to the FGSD School Summit and News Times.
 - 2011 GOALS were established as follows:
 1. To enhance and expand the arts in the community of Forest Grove through Advocacy, Visibility and Accessibility.
 2. To increase and improve access to the arts for the children of Forest Grove through Advocacy, Visibility and Accessibility.
 3. To continue the management of the City art collection through visibility, accessibility, and preservation.
 4. To define the general expectations of the Commission, including participation and role clarification.
 5. To identify and implement means of funding commission activities.

C. Art Acquisition

- Evaluation of process: Commissioners turned in their evaluations which will be reviewed at the next meeting.
- Next acquisition—delayed until after funding has been established.

D. Funding: PAC needs money to enact its goals. Kathleen will invite a professional arts fund raiser to next month's meeting to help with fundraising and training in grant writing.

E. Partnerships/Projects:

- Pat reported the Art Rotation subcommittee has taken an initial review of the art in the auditorium and other facilities and suggests that the display case be reorganized with other exhibits and that current exhibits are rotated to other facilities for display. In response to an inquiry regarding process, Colleen responded that other Boards & Commissions would not need to be involved for temporary rotation and display. Councilor BeLusko will report the art rotation concept to the City Council.
- Kathy Broom will contact the Community School to check on the educational garden project they are doing partially with mini-grant funds to insure that progress is being made.
- There was consensus that PAC should reconnect and advocate partnerships with City Club, Chamber of Commerce, and Writers in the Grove. Kathleen will attend the City Club and Chamber meetings to advocate partnership and reconnect to open door for round two of art acquisition.
- Donna suggested that PAC hold an Art Summit to help local artists from all disciplines become aware of PAC and its goals as well as to create a registry.

F. Council Support: Councilor BeLusko described his liaison role as a PAC advocate with an opportunity to push PAC's agenda to the community with Council support. He asked for ideas or items he could address at the Council level and discussion ensued. Topics mentioned included quality of life connects with economic development so there should be greater collaboration between EDC/tourism and PAC, addressing the need to keep retail businesses downtown to collaborate with PAC's efforts to enhance community art downtown, sustainability, and getting information to new residents.

G. Closer Look Ad: Ruth Anne moved, seconded by Jim, that the PAC purchase a ¼ page ad from leadership gift funds in the amount of \$250.00. With all those present voting in favor, the motion passed. Ruth Anne will contact Janet Peters at the News-Times to design the ad for Closer Look.

6. COMMISSIONERS' COMMUNICATIONS: Kathleen thanks those who attended the Boards & Commissions Recognition Dinner and reminded everyone that the Annual Town Meeting would be held on Saturday, January 29.

7. STAFF COMMUNICATIONS: Colleen reported that new furniture has been selected and ordered for the children's section of the library. She also noted that the Library Foundation will discuss framing the Chalk Art panels at their next meeting.

8. ADJOURNMENT: Meeting adjourned at 12:20 p.m. **NEXT MEETING: FEB 10, 2011.**

Respectfully submitted:
Ruth Anne McCullough

APPROVED

3F

1. **ROLL CALL:**

Chair Russ Redmond called the meeting to order at 7:30 am

MEMBERS PRESENT: Russell Redmond, Bob Mills, John Rinier, and Bryan Luciani

LIAISONS PRESENT: City Councilor Tom Johnston

STAFF PRESENT: Police: Captain Williams, Chief Aleshire, Carol Lorenz; Fire Chief Kinkade.

MEMBERS NOT PRESENT: Chere Sandusky, Randall Roedl, Drue Garrison, Tim Dierickx, and Susan Aguilar

LIAISONS NOT PRESENT: Matt Pool, Rob Dahl, Byron Schmildkofer, Brandon Hundley, Naomi Montelongo, and Harold Roark

2. **CITIZEN COMMUNICATIONS:** None

3. **APPROVAL OF MINUTES:** January 26, 2011 Bob Mills approved minutes and was seconded by Bryan Luciani

4. **ADDITIONS/DELETIONS:** None

5. **ACTION ITEMS/DISCUSSION:** None

6. **COMMISSIONER'S REPORTS:** None

7. **STAFF REPORT:**

PSAC: New chairman and vice chairman need to be elected for 2011. Bob Mills offered to be the new chair but it was decided to wait until more members were present to vote.

PSAC: PSAC would like to have a presentation and a break down from the finance department.

Budget meetings: PSAC members would like to attend the budget meetings so the Fire chief will send out the information.

Pacific University: Concerns regarding the Police and Fire being able to locate the exact location of a person or incident when the address is given as 2043 Pacific Ave from dispatch.

Police:

Monthly Department Report: See attached

G.R.E.A.T. Program: The department received positive feed back from the school and children regarding this program.

Captain Williams: Captain Williams is leaving the Forest Grove Police Department. His last day will be February 4, 2011 due to that fact he has taken a job with the Beaverton Police Department.

New Officers: Our new officers are doing well and are ahead of schedule.

Fire:

Monthly Department Report: See attached

8. **OLD BUSINESS:**

Levy: PSAC suggested putting together a sub-committee. This committee would be for fact finding regarding the levy and what the department's needs are and how much money is needed to fully staff the departments.

Public Safety Levy: PSAC would like to see a Public Safety Levy.

Service Fee: PSAC discussed a service fee through utilities for public safety only.

9. **ANNOUNCEMENT OF NEXT MEETING:** February 23, 2011

10. **ADJOURNMENT:**

Russ Redmond adjourned the meeting at 08:55 a.m.

Respectfully submitted by:

Carol Lorenz

Public Safety Advisory Committee
January 26, 2011

2010 Forest Grove Fire and Rescue Accomplishments

1. Forest Grove Fire responded to 2639 call in 2010
2. Forest Grove Fire conducted over 10,858 hours of training in 2010
3. Forest Grove Fire obtained 82 new certifications for personnel from DPSST and recertified all other existing certifications for personnel with 397 DPSST Certifications
4. Forest Grove fire provided the following fire and life safety inspections in 2010
 - a. 87 Regular inspections completed
 - b. 21 Re-inspections completed
 - c. 19 Special inspections
 - d. 131 Hazards were noted
 - e. 24 Hazards were abated
 - f. 16 Rural residential driveways were inspected
 - g. 21 Commercial plans for construction were reviewed for access and water supply
 - h. 4 Residential construction projects were reviewed for access and water supply
 - i. 10 Complaint based inspections were initiated
5. Forest Grove Fire Marshal's Office provided the following public education and community affairs
 - j. 44 public education programs in our K-12 schools for 1,506 students
 - k. 2 public education programs in our business community for 100 participants
 - l. 11 station tours (FMO only) where 262 people visited our fire stations
 - m. 14 other public education programs in our community for 2,171 people
 - n. 4039 total people were contacted by our Public Education Programs
 - o. 25 smoke alarms were installed in our residences
 - p. 19 media releases or advisories were issued

- q. 53 separate media interviews were completed
 - r. 7 youths went through intervention programs related to fire setting.
 - s. 126 rural address signs were installed
6. Developed public partnership with City of Cornelius to provide Fire Chief services for the Cornelius Fire Department.
 7. Developed and implemented confined space rescue program and trained career staff to the operations level.
 8. Completed development and implementation of City of Forest Grove Emergency Operations Plan.
 9. 85% completion of department strategic plan.
 10. Successfully managed three third-alarm wildland fire incidents within our jurisdiction during the 2010 fire season.
 11. Coordinated annual Toy Drive program for community, providing gifts for 170 families in Forest Grove, 100 in Cornelius, with over 1000 children receiving assistance.
 12. Received State Homeland Grant for Station 7 generator and satellite phone (approximately \$35,000).
 13. Conducted joint Forest Grove-Cornelius National Fire Protection Association Pumper Operator class.
 14. Participated in planning and coordination for the return of football to Pacific University – provided incident action plan and standby crew for each game.
 15. Completed research and purchase of two used Type III engines.
 16. Assisted Cornelius Fire with their Captain's promotional assessment center.
 17. Hosted the EMT-Basic training program held through Western Washington County Training Officers Association.
 18. Worked with Pacific University to establish a dispatch zone on campus so that their campus security would be notified (and can respond to) 911 calls on campus.
 19. Provided two full day training programs for Forest Grove and Cornelius firefighters in advanced use of thermal imaging cameras.
 20. Completed purchase and began installation of electronic sign for Fire Station 4.

21. Licensed Rescue 4 with Oregon Health Division as transport capable ambulance.
22. Participated (ongoing) in pilot program where we provide ambulance transport at times of system overload. Four successful transports to date.
23. Provided on-going maintenance and support of community flag pole, transferring responsibility and funding from Forest Grove Rotary to the Forest Grove Firefighter's Association.
24. Fire Chief completed third year class of four year program at National Fire Academy Executive Fire Officer program.
25. Fire Chief graduated from George Fox University with BA in Management and Organizational Leadership
26. Fire department purchased, trained and implemented automatic defibrillator program with Forest Grove Police Department.
27. Fire Chief served second term as President of the Oregon Fire Instructors Association
28. Fire Chief served as incident commander for the annual Oregon Firefighter Safety Symposium and deputy incident commander for the January 2011 conference.
29. Training Chief served third term as President of Western Washington County Training Association.
30. Continued work on Natural Hazards Mitigation Plan (grant funded, \$20,000) and coordinated adding Cornelius to this process.
31. Achieved new records with our social media programs, with over 550 Twitter followers, 1280 Facebook followers (third largest fire service Facebook site in Oregon) and a fire department blog where one educational blog post per week is provided.
32. Continued our partnership with the Forest Grove School district with our fire cadet program.
33. Completed purchase of equipment and training of personnel in confined space rescue.
34. Conducted statewide class in live-fire training in acquired structures.
35. Purchased rescue trailer and placed in service for technical rescue responses.
36. Conducted first Community Emergency Response Team (CERT) training class.
37. Entered into partnership with Washington County EMS office to provide oxygen cascade system in Forest Grove for use by Western Washington County fire departments.

38. Ordered and placed the following equipment in service:
 - t. New staff vehicle in service (Chevy Tahoe).
 - u. Replacement gurney for Rescue 4
 - v. Emergency Operation Center trailer (EOC 4 – 90% grant funded)
 - w. Two thermal imaging cameras
39. Sold two surplus fire engines and one staff vehicle for \$25,000.
40. Staffed Gales Creek station with career firefighters during recent Gales Creek Road closure in partnership with the Washington County Roads division.
41. Promoted Dave Nemeyer to Division Chief/Fire Marshal.
42. Fire Chief and Fire Marshal continue to serve on the Oregon State Fire Marshal incident management overhead teams.
43. Dave Nemeyer received the Award of Excellence at the Oregon Fire Service Meritorious Awards Banquet.
44. Participated in May countywide disaster exercise, including EOC set up and demonstration to City employees.
45. Conducted four live-fire training events.
46. Significantly expanded and enhanced our pre-plan program (grant funded).
47. Provided regional arson investigation training class.
48. Participated in on-going prehospital medical study with Oregon Health Services University.
49. Fire Chief published article in professional journal “Fire Engineering.”
50. Provided juvenile fire-setter intervention counseling to several families in the community.
51. Evaluated possible remodel options for Gales Creek Station.
52. Conducted successful AIC testing program – four personnel successfully passed the testing process.
53. 26 firefighters completed annual NFPA medical exams.
54. Created new fire and rescue protocols.

55. Conducted fall and spring volunteer recruitment and participated in Western Washington County Training Association training academy - 12 new volunteers were trained in 2010.
56. Conducted multiple hazardous materials and other training events with local industries (Viasystems, Henningsen Cold Storage, and Pacific University).
57. Participated or conducted the following events:
 - x. Medical coverage at all Forest Grove High School football games.
 - y. Conducted annual Public Safety Open House with an estimated 1000 people attending.
 - z. Medical and command coverage at all Pacific University Football games.
 - aa. Medical coverage at the Verboort Sausage and Kraut Dinner event
 - bb. Provided 1500 light-sticks in our "Be Seen at Halloween" campaign.
 - cc. Raised over \$5000 for muscular dystrophy with the IAFF firefighter "Fill the Boot" campaign.
 - dd. Monthly child safety seat inspection program
 - ee. Bi-monthly community CPR training program
 - ff. Annual Corn Roast and 5k Lions Club Run
 - gg. Conducted Annual September 11 Memorial Service
 - hh. Conducted Annual Memorial Day observance service.
 - ii. Forest Grove "Uncorked" fundraising event for the Forest Grove Firefighters Association.
 - jj. National Night Out Campaign
 - kk. Fourth of July fireworks safety and enforcement campaign with FGPD
 - ll. Cornelius Fred Meyer Safety Fair with over 200 people attending
 - mm. Annual City Employee Breakfast
 - nn. Seattle Firefighter's Stairclimb, raising over \$2500 for leukemia research
 - oo. Annual Fire Department Banquet
 - pp. Volunteer firefighter breakfast fundraiser



Forest Grove Police Department Monthly Report - December 2010



Patrol Division Activities

Homicide	Robbery	Rape	Sexual Assaults	Burglary	Theft	Agg. Assault	Domestic Assault	Simple Assault	DUI	Graffiti	Detox	Motor Vehicle Crash	Traffic Citations	Arrests (for listed charges)
0	2	0	0	8	32	1	3	6	6	2	0	4	78	11

Highlights:

- Assisted Portland Police Bureau with search warrant service
- Robbery investigation at Domino's Pizza
- Residential burglary arrest in 1600 Block of Ash Street
- Continued instruction in the G.R.E.A.T. program at Tom McCall Upper Elementary School
- Conducted DUII Saturation patrols over Christmas and New Years holiday weekends
- Patrol personnel serviced 1,563 calls for service

Investigations Division Activities

Assigned Cases	Cases Closed	Arrests	Charges	Reports	Follow-Up Reports	Hours on Patrol	Search Warrants	Patrol Search Warrant	Major Crimes Team Calls
9	7	1	6	8	60	0	0	0	0

Highlights:

- Defendant Chong Woo sentenced to 55 months for attempted murder from 22nd Avenue vehicular assault case
- Defendant Juan Villaneueva-Villanueva sentenced to 48 months for Attempted Sex Abuse I and multiple counts of Felony Assault IV
- On-Going preparations for Lori Fitzgerald murder trial
- Numerous on-going elder abuse investigations
- Numerous on-going property crime (burglary) investigations

Community Service Officer Activities

Community Meetings	NW Contacts	Events	Contacts	Fingerprint	Graffiti Checked	Graffiti Removed	Observed Abandoned Vehicles	Removed Abandoned Vehicles	Towed Abandoned Vehicles	Parking Citations	Parking Warnings
8	4	4	51	7	11	2	34	29	2	29	11

Highlights:

- On-Going management of 36 Neighborhood Watch Groups
- Support of Annual Holiday Parade; Landlord Monthly Forum; Shop-with-a-Cop Event (in Cornelius with patrol and detectives from FGPD)

Significant Department Training Accomplished

- | | |
|---|---|
| <ul style="list-style-type: none"> • Monthly Firearms Training • Field Training with new officers | <ul style="list-style-type: none"> • First Aid/CPR • Webinar Training-Byrnes Grants |
|---|---|

**FOREST GROVE CITY LIBRARY
CIRCULATION STATISTICS REPORT: JANUARY 2011**



	DEC 2010	NOV 2010	DEC 2009
MONTHLY TRAFFIC			
Eye Count (Daily count of patrons for month)	15,161	14,237	16,847
Number of Days Open to the Public:	24	22	23
New Registrations (New Patron card issued)	122	106	101
CIRCULATION:			
Total Check-outs:	31,270	32,522	26,620
Total Check-ins:	23,485	22,023	21,508
ILLs (Inter-library loans/out of county):	86	135	78
COURIER:			
Intra-library Holds to Forest Grove:	12,637	13,186	10,496
Intra-library Holds from Forest Grove:	9,236	9,097	7,180
PROGRAMS:			
Adult Programs	2	6	0
Adult Attendance at Adult Programs	7	46	0
Youth Programs (Children and Teens):	11	18	12
Youth Attendance at Children's Programs	145	226	90
Adult Attendance at Children's Programs:	78	133	75
# of families at Early Childhood Discovery Time	4	24	NA
REFERENCE:			
Reference Questions	NA	NA	NA
SELF CHECK-OUT:			
Self-Check Out Patrons Accepted	823	974	1,134
Self-Check-Out Patrons Denied	310	417	130
Self-Check-Out Total Items	3,475	3,871	3,373
Self-Check-Out Items Denied	38	42	29
Self Check-Out Items Renewed	22	30	23
VOLUNTEERS:			
Number of volunteers	45	41	24
Volunteer hours	476	482	212
COMPUTER USE:			
# of sessions	2,737	2,569	2,518
Total user hours	1,559	1,444	1,551
Average session time in minutes	34	34	37



FOR CITY USE ONLY
(Please return to City Recorder)



The City of Forest Grove
Recommends that license be

Granted Denied

\$100.00 Original App Fee: Paid: _____
\$ 75.00 Change App Fee:
\$ 35.00 Renewal or Temp App Fee
\$ 20.25 Special Event
Acct No. 100-21-10-450050 Receipt#: _____

FOREST GROVE POLICE DEPARTMENT LIQUOR LICENSE RECOMMENDATION

NAME OF APPLICANT/BUSINESS: 7-11 Store #20715C

APPLICANT/BUSINESS ADDRESS: 2001 Yew Street – Forest Grove

EVENT DATE/LOCATION: _____

CITY BUSINESS LICENSE: Pending Issuance - Issued

TYPE OF LICENSE REQUESTED:

Application is being made for

ACTION: <input type="checkbox"/> Change in Application <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Renewal <input type="checkbox"/> Special Event <input type="checkbox"/> Temporary <input type="checkbox"/> Other: _____	<input type="checkbox"/> FULL ON-PREMISES SALES: F-COM licenses are required to have dining seating. Allows the sale and service of distilled spirits, malt beverages, and wine for consumption on the licensed premises. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> BREWERY – PUBLIC HOUSE This license allows the holder to manufacture malt beverages and sell to patrons and wholesalers and allows the holder to sell malt beverages, wine and cider for consumption at the business and "to go".	<input type="checkbox"/> LIMITED ON-PREMISES SALES: Allows the sale of malt beverages, wine and cider for consumption on the licensed premises and the sale of kegs of malt beverages for off premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises. <input checked="" type="checkbox"/> OFF-PREMISES SALES: Allows the sale of malt beverages, wine and cider in factory sealed containers for consumption off the licensed premises and allows approved licensees to offer sample tasting of malt beverages, wine and cider.
<input type="checkbox"/> Business <input type="checkbox"/> Change in Ownership <input type="checkbox"/> Greater Privilege <input type="checkbox"/> Additional Privilege <input type="checkbox"/> Other _____	<input type="checkbox"/> F – CAT Caterer <input type="checkbox"/> F – COM Commercial Establishment <input type="checkbox"/> F – PC Passenger Carrier <input type="checkbox"/> F – CLU Private Club <input type="checkbox"/> F – SEW or SEG Special Event <input type="checkbox"/> F – PL Other Public Location	<input type="checkbox"/> Brewery Public House <input type="checkbox"/> Fuel Pumps <input type="checkbox"/> Grower <input type="checkbox"/> Warehouse <input type="checkbox"/> Winery/Grower <input type="checkbox"/> Other: _____

APPLICABLE CRIMINAL/DRIVING RECORD:

NONE SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

FORWARD WITH APPROVAL REJECT APPLICATION (Memorandum Required)

Kerry P. Aleshire
Kerry Aleshire, Chief of Police
- or Designee

2-17-11
Date



FOR CITY USE ONLY
(Please return to City Recorder)

The City of Forest Grove
Recommends that license be

Granted Denied

\$100.00 Original App Fee: Paid: _____

\$ 75.00 Change App Fee:

\$ 35.00 Renewal or Temp App Fee

\$ 20.25 Special Event

Acct No.100-21-10-450050 Receipt#: _____

H2

FOREST GROVE POLICE DEPARTMENT LIQUOR LICENSE RECOMMENDATION

NAME OF APPLICANT/BUSINESS: Forest Theater

APPLICANT/BUSINESS ADDRESS: 1911 Pacific Avenue – Forest Grove

EVENT DATE/LOCATION: _____

CITY BUSINESS LICENSE: Issued

TYPE OF LICENSE REQUESTED:

Application is being made for

ACTION: <input type="checkbox"/> Change in Application <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Renewal <input type="checkbox"/> Special Event <input type="checkbox"/> Temporary <input type="checkbox"/> Other: _____	<input type="checkbox"/> FULL ON-PREMISES SALES: F-COM licenses are required to have dining seating. Allows the sale and service of distilled spirits, malt beverages, and wine for consumption on the licensed premises. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> BREWERY – PUBLIC HOUSE This license allows the holder to manufacture malt beverages and sell to patrons and wholesalers and allows the holder to sell malt beverages, wine and cider for consumption at the business and "to go".	<input checked="" type="checkbox"/> LIMITED ON-PREMISES SALES: Allows the sale of malt beverages, wine and cider for consumption on the licensed premises and the sale of kegs of malt beverages for off premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> OFF-PREMISES SALES: Allows the sale of malt beverages, wine and cider in factory sealed containers for consumption off the licensed premises and allows approved licensees to offer sample tasting of malt beverages, wine and cider.
<input type="checkbox"/> Business <input type="checkbox"/> Change in Ownership <input type="checkbox"/> Greater Privilege <input type="checkbox"/> Additional Privilege <input type="checkbox"/> Other _____	<input type="checkbox"/> F – CAT Caterer <input type="checkbox"/> F – COM Commercial Establishment <input type="checkbox"/> F – PC Passenger Carrier <input type="checkbox"/> F – CLU Private Club <input type="checkbox"/> F – SEW or SEG Special Event <input type="checkbox"/> F – PL Other Public Location	<input type="checkbox"/> Brewery Public House <input type="checkbox"/> Fuel Pumps <input type="checkbox"/> Grower <input type="checkbox"/> Warehouse <input type="checkbox"/> Winery/Grower <input type="checkbox"/> Other: _____

APPLICABLE CRIMINAL/DRIVING RECORD:

NONE SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

FORWARD WITH APPROVAL REJECT APPLICATION (Memorandum Required)

Kerry P. Aleshire
Kerry Aleshire, Chief of Police
- or Designee

2-17-11
Date



FOR CITY USE ONLY
 (Please return to City Recorder) #3

The City of Forest Grove
 Recommends that license be

Granted Denied

\$100.00 Original App Fee: Paid: _____
 \$ 75.00 Change App Fee:
 \$ 35.00 Renewal or Temp App Fee
 \$ 20.25 Special Event

Acct No. 100-21-10-450050 Receipt#: _____

FOREST GROVE POLICE DEPARTMENT LIQUOR LICENSE RECOMMENDATION

NAME OF APPLICANT/BUSINESS: The Masonic Lodge of Oregon

APPLICANT/BUSINESS ADDRESS: 2300 Masonic Way – Forest Grove

EVENT DATE/LOCATION: _____

CITY BUSINESS LICENSE: Pending

TYPE OF LICENSE REQUESTED:
Application is being made for

ACTION: <input type="checkbox"/> Change in Application <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Renewal <input type="checkbox"/> Special Event <input type="checkbox"/> Temporary <input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> FULL ON-PREMISES SALES: F-COM licenses are required to have dining seating. Allows the sale and service of distilled spirits, malt beverages, and wine for consumption on the licensed premises. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> BREWERY – PUBLIC HOUSE This license allows the holder to manufacture malt beverages and sell to patrons and wholesalers and allows the holder to sell malt beverages, wine and cider for consumption at the business and "to go".	<input type="checkbox"/> LIMITED ON-PREMISES SALES: Allows the sale of malt beverages, wine and cider for consumption on the licensed premises and the sale of kegs of malt beverages for off premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> OFF-PREMISES SALES: Allows the sale of malt beverages, wine and cider in factory sealed containers for consumption off the licensed premises and allows approved licensees to offer sample tasting of malt beverages, wine and cider.
<input type="checkbox"/> Business <input type="checkbox"/> Change in Ownership <input type="checkbox"/> Greater Privilege <input type="checkbox"/> Additional Privilege <input type="checkbox"/> Other _____	<input type="checkbox"/> F – CAT Caterer <input type="checkbox"/> F – COM Commercial Establishment <input type="checkbox"/> F – PC Passenger Carrier <input type="checkbox"/> F – CLU Private Club <input type="checkbox"/> F – SEW or SEG Special Event <input type="checkbox"/> F – PL Other Public Location	<input type="checkbox"/> Brewery Public House <input type="checkbox"/> Fuel Pumps <input type="checkbox"/> Grower <input type="checkbox"/> Warehouse <input type="checkbox"/> Winery/Grower <input type="checkbox"/> Other: _____

APPLICABLE CRIMINAL/DRIVING RECORD:

NONE SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

FORWARD WITH APPROVAL REJECT APPLICATION (Memorandum Required)

Kerry P. Aleshire
Kerry Aleshire, Chief of Police
 - or Designee

2-22-11
Date



FOR CITY USE ONLY
(Please return to City Recorder)

The City of Forest Grove
Recommends that license be

Granted Denied

\$100.00 Original App Fee: Paid: _____

\$ 75.00 Change App Fee:

\$ 35.00 Renewal or Temp App Fee

\$ 20.25 Special Event

Acct No.100-21-10-450050 Receipt#: _____



FOREST GROVE POLICE DEPARTMENT LIQUOR LICENSE RECOMMENDATION

NAME OF APPLICANT/BUSINESS: Mama Jiah's (Formally David Ok, Forest Grove Market)

APPLICANT/BUSINESS ADDRESS: 2248 Main Street – Forest Grove

EVENT DATE/LOCATION: _____

CITY BUSINESS LICENSE: Pending Issuance - Issued

TYPE OF LICENSE REQUESTED:

Application is being made for

ACTION: <input type="checkbox"/> Change in Application <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Renewal <input type="checkbox"/> Special Event <input type="checkbox"/> Temporary <input type="checkbox"/> Other: _____	<input type="checkbox"/> FULL ON-PREMISES SALES: F-COM licenses are required to have dining seating. Allows the sale and service of distilled spirits, malt beverages, and wine for consumption on the licensed premises. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> BREWERY – PUBLIC HOUSE This license allows the holder to manufacture malt beverages and sell to patrons and wholesalers and allows the holder to sell malt beverages, wine and cider for consumption at the business and "to go".	<input type="checkbox"/> LIMITED ON-PREMISES SALES: Allows the sale of malt beverages, wine and cider for consumption on the licensed premises and the sale of kegs of malt beverages for off premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises. <input checked="" type="checkbox"/> OFF-PREMISES SALES: Allows the sale of malt beverages, wine and cider in factory sealed containers for consumption off the licensed premises and allows approved licensees to offer sample tasting of malt beverages, wine and cider.
<input type="checkbox"/> Business <input type="checkbox"/> Change in Ownership <input type="checkbox"/> Greater Privilege <input type="checkbox"/> Additional Privilege <input type="checkbox"/> Other _____	<input type="checkbox"/> F – CAT Caterer <input type="checkbox"/> F – COM Commercial Establishment <input type="checkbox"/> F – PC Passenger Carrier <input type="checkbox"/> F – CLU Private Club <input type="checkbox"/> F – SEW or SEG Special Event <input type="checkbox"/> F – PL Other Public Location	<input type="checkbox"/> Brewery Public House <input type="checkbox"/> Fuel Pumps <input type="checkbox"/> Grower <input type="checkbox"/> Warehouse <input type="checkbox"/> Winery/Grower <input type="checkbox"/> Other: _____

APPLICABLE CRIMINAL/DRIVING RECORD:

NONE

SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

FORWARD WITH APPROVAL

REJECT APPLICATION (Memorandum Required)

Kerry P. Aleshire
Kerry Aleshire, Chief of Police
- or Designee

2-17-11
Date



FOR CITY USE ONLY
(Please return to City Recorder)

A5

The City of Forest Grove
Recommends that license be

Granted Denied

\$100.00 Original App Fee: Paid: _____
\$ 75.00 Change App Fee:
\$ 35.00 Renewal or Temp App Fee
\$ 20.25 Special Event
Acct No. 100-21-10-450050 Receipt#: _____

FOREST GROVE POLICE DEPARTMENT LIQUOR LICENSE RECOMMENDATION

NAME OF APPLICANT/BUSINESS: Marbec Mexican Trade Products, Inc.

APPLICANT/BUSINESS ADDRESS: 3012 Pacific Avenue, Suite F – Forest Grove

EVENT DATE/LOCATION: _____

CITY BUSINESS LICENSE: Pending Issuance (Formally Tienda Las Rosas) - Issued

TYPE OF LICENSE REQUESTED:

Application is being made for

ACTION: <input type="checkbox"/> Change in Application <input checked="" type="checkbox"/> New Application <input type="checkbox"/> Renewal <input type="checkbox"/> Special Event <input type="checkbox"/> Temporary <input type="checkbox"/> Other: _____	<input type="checkbox"/> FULL ON-PREMISES SALES: F-COM licenses are required to have dining seating. Allows the sale and service of distilled spirits, malt beverages, and wine for consumption on the licensed premises. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> BREWERY - PUBLIC HOUSE This license allows the holder to manufacture malt beverages and sell to patrons and wholesalers and allows the holder to sell malt beverages, wine and cider for consumption at the business and "to go".	<input type="checkbox"/> LIMITED ON-PREMISES SALES: Allows the sale of malt beverages, wine and cider for consumption on the licensed premises and the sale of kegs of malt beverages for off premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises. <input checked="" type="checkbox"/> OFF-PREMISES SALES: Allows the sale of malt beverages, wine and cider in factory sealed containers for consumption off the licensed premises and allows approved licensees to offer sample tasting of malt beverages, wine and cider.
<input type="checkbox"/> Business <input type="checkbox"/> Change in Ownership <input type="checkbox"/> Greater Privilege <input type="checkbox"/> Additional Privilege <input type="checkbox"/> Other _____	<input type="checkbox"/> F - CAT Caterer <input type="checkbox"/> F - COM Commercial Establishment <input type="checkbox"/> F - PC Passenger Carrier <input type="checkbox"/> F - CLU Private Club <input type="checkbox"/> F - SEW or SEG Special Event <input type="checkbox"/> F - PL Other Public Location	<input type="checkbox"/> Brewery Public House <input type="checkbox"/> Fuel Pumps <input type="checkbox"/> Grower <input type="checkbox"/> Warehouse <input type="checkbox"/> Winery/Grower <input type="checkbox"/> Other: _____

APPLICABLE CRIMINAL/DRIVING RECORD:

NONE SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

FORWARD WITH APPROVAL REJECT APPLICATION (Memorandum Required)

Kerry P. Aleshire
Kerry Aleshire, Chief of Police
- or Designee

2-17-11
Date



FOR CITY USE ONLY
(Please return to City Recorder)

HL6

The City of Forest Grove
Recommends that license be

Granted Denied

\$100.00 Original App Fee: Paid: _____
\$ 75.00 Change App Fee:
\$ 35.00 Renewal or Temp App Fee
\$ 20.25 Special Event
Acct No.100-21-10-450050 Receipt#: _____

FOREST GROVE POLICE DEPARTMENT LIQUOR LICENSE RECOMMENDATION

NAME OF APPLICANT/BUSINESS: Stecchino Bistro

APPLICANT/BUSINESS ADDRESS: 2014 Main Street – Forest Grove

EVENT DATE/LOCATION: _____

CITY BUSINESS LICENSE: Issued

TYPE OF LICENSE REQUESTED:

Application is being made for

ACTION: <input type="checkbox"/> Change in Application <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Renewal <input type="checkbox"/> Special Event <input type="checkbox"/> Temporary <input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> FULL ON-PREMISES SALES: F-COM licenses are required to have dining seating. Allows the sale and service of distilled spirits, malt beverages, and wine for consumption on the licensed premises. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> BREWERY – PUBLIC HOUSE This license allows the holder to manufacture malt beverages and sell to patrons and wholesalers and allows the holder to sell malt beverages, wine and cider for consumption at the business and "to go".	<input type="checkbox"/> LIMITED ON-PREMISES SALES: Allows the sale of malt beverages, wine and cider for consumption on the licensed premises and the sale of kegs of malt beverages for off premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> OFF-PREMISES SALES: Allows the sale of malt beverages, wine and cider in factory sealed containers for consumption off the licensed premises and allows approved licensees to offer sample tasting of malt beverages, wine and cider.
<input type="checkbox"/> Business <input type="checkbox"/> Change in Ownership <input type="checkbox"/> Greater Privilege <input type="checkbox"/> Additional Privilege <input type="checkbox"/> Other _____	<input type="checkbox"/> F – CAT Caterer <input type="checkbox"/> F – COM Commercial Establishment <input type="checkbox"/> F – PC Passenger Carrier <input type="checkbox"/> F – CLU Private Club <input type="checkbox"/> F – SEW or SEG Special Event <input type="checkbox"/> F – PL Other Public Location	<input type="checkbox"/> Brewery Public House <input type="checkbox"/> Fuel Pumps <input type="checkbox"/> Grower <input type="checkbox"/> Warehouse <input type="checkbox"/> Winery/Grower <input type="checkbox"/> Other: _____

APPLICABLE CRIMINAL/DRIVING RECORD:

NONE SUPPORTING DOCUMENTATION ATTACHED

RECOMMENDED ACTION:

FORWARD WITH APPROVAL REJECT APPLICATION (Memorandum Required)

Kerry P. Aleshire
Kerry Aleshire, Chief of Police
- or Designee

2-17-11
Date



FOR CITY USE ONLY
(Please return to City Recorder)

A7

The City of Forest Grove
Recommends that license be

Granted Denied

\$100.00 Original App Fee: Paid: _____
\$ 75.00 Change App Fee:
\$ 35.00 Renewal or Temp App Fee
\$ 20.25 Special Event
Acct No. 100-21-10-450050 Receipt#: _____

FOREST GROVE POLICE DEPARTMENT LIQUOR LICENSE RECOMMENDATION

NAME OF APPLICANT/BUSINESS: Maggie's Buns, Inc.

APPLICANT/BUSINESS ADDRESS: 2007 21st Avenue – Forest Grove

EVENT DATE/LOCATION: _____

CITY BUSINESS LICENSE: Issued

TYPE OF LICENSE REQUESTED:

Application is being made for

ACTION: <input type="checkbox"/> Change in Application <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Renewal <input type="checkbox"/> Special Event <input type="checkbox"/> Temporary <input type="checkbox"/> Other: _____	<input type="checkbox"/> FULL ON-PREMISES SALES: F-COM licenses are required to have dining seating. Allows the sale and service of distilled spirits, malt beverages, and wine for consumption on the licensed premises. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> BREWERY – PUBLIC HOUSE This license allows the holder to manufacture malt beverages and sell to patrons and wholesalers and allows the holder to sell malt beverages, wine and cider for consumption at the business and "to go".	<input checked="" type="checkbox"/> LIMITED ON-PREMISES SALES: Allows the sale of malt beverages, wine and cider for consumption on the licensed premises and the sale of kegs of malt beverages for off premises consumption. Also allows licensees who are pre-approved to cater events off the licensed premises. <input type="checkbox"/> OFF-PREMISES SALES: Allows the sale of malt beverages, wine and cider in factory sealed containers for consumption off the licensed premises and allows approved licensees to offer sample tasting of malt beverages, wine and cider.
<input type="checkbox"/> Business <input type="checkbox"/> Change in Ownership <input type="checkbox"/> Greater Privilege <input type="checkbox"/> Additional Privilege <input type="checkbox"/> Other _____	<input type="checkbox"/> F – CAT Caterer <input type="checkbox"/> F – COM Commercial Establishment <input type="checkbox"/> F – PC Passenger Carrier <input type="checkbox"/> F – CLU Private Club <input type="checkbox"/> F – SEW or SEG Special Event <input type="checkbox"/> F – PL Other Public Location	<input type="checkbox"/> Brewery Public House <input type="checkbox"/> Fuel Pumps <input type="checkbox"/> Grower <input type="checkbox"/> Warehouse <input type="checkbox"/> Winery/Grower <input type="checkbox"/> Other: _____

APPLICABLE CRIMINAL/DRIVING RECORD:

NONE SUPPORTING DOCUMENTATION ATTACHED

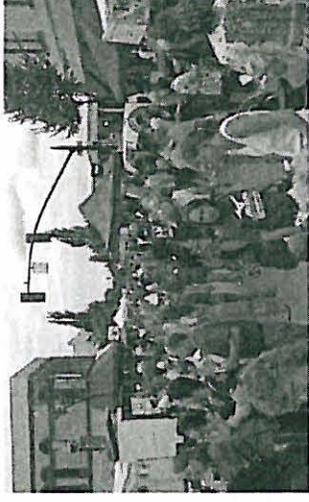
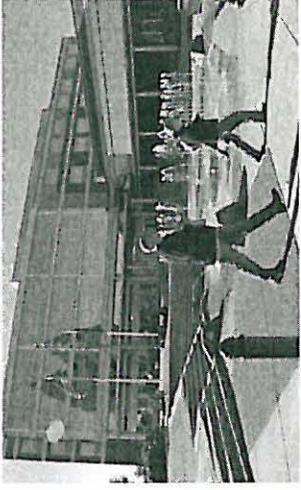
RECOMMENDED ACTION:

FORWARD WITH APPROVAL REJECT APPLICATION (Memorandum Required)

Kerry P. Aleshire
Kerry Aleshire, Chief of Police
- or Designee

2.22.11
Date

District 4 Quarterly Exchange



Forest Grove City Council

February 28, 2011

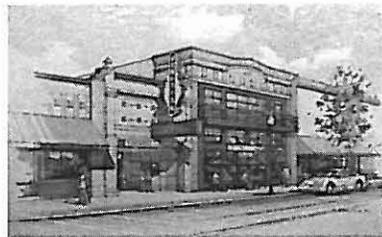
Metro Councilor Kathryn Harrington



Metro

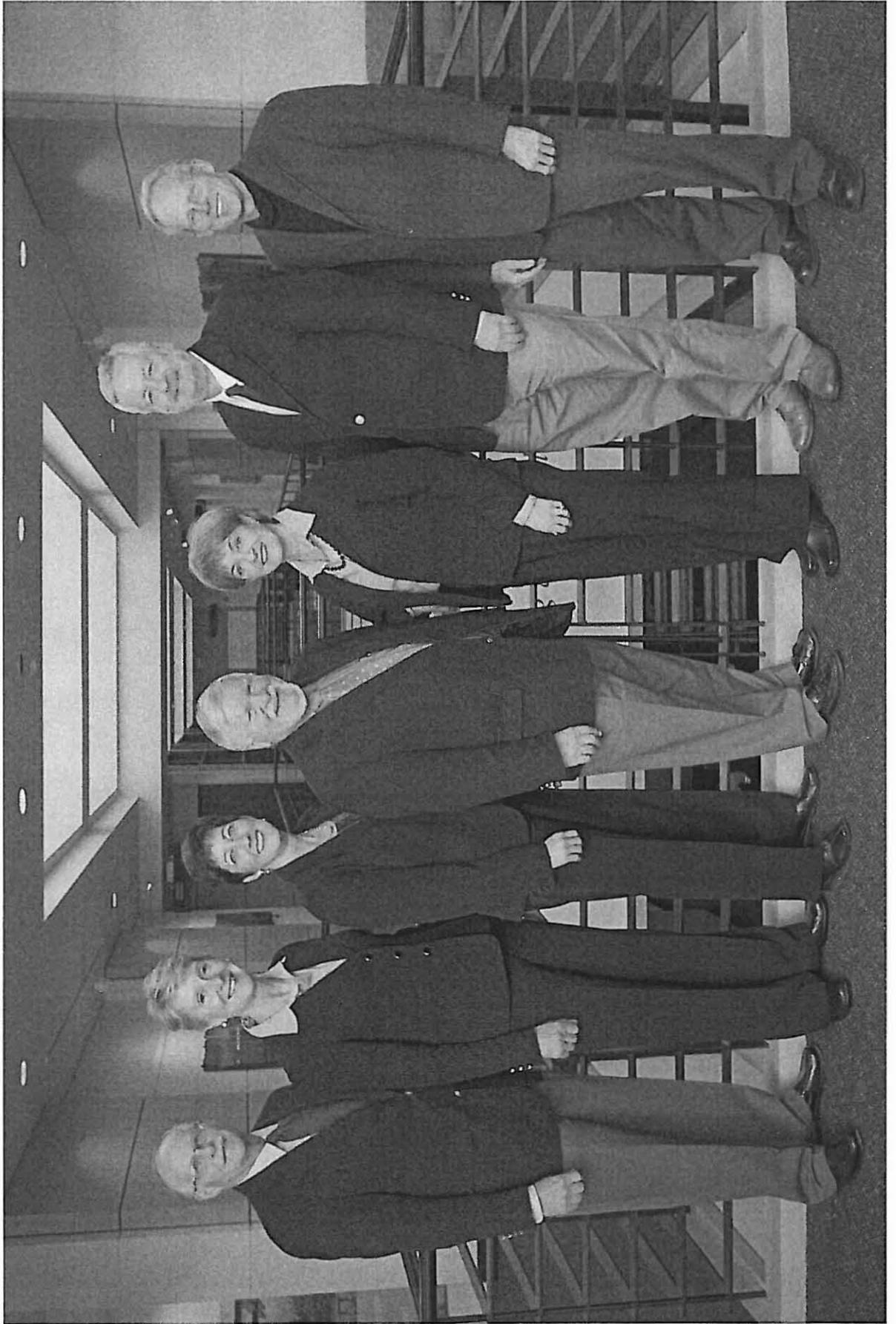
5A

Quarterly Exchange

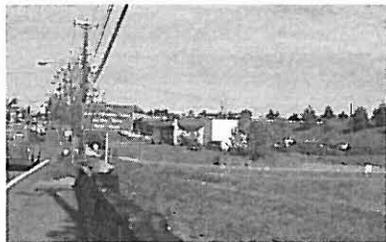


- Capacity ordinance and upcoming growth management decisions
- Successes in District 4
- Community investments and resources
- Climate Smart Communities
- Upcoming Events and Activities

Metro Council



Urban growth capacity ordinance



- Adopted in December
- Prioritizes investments in town and regional centers, corridors, employment areas
- Protects industrial lands
- Enables more thoughtful planning for future UGB expansions
- New town center in Cornelius, regional center at Tanasbourne/AmberGlen

Forest Grove comprehensive plan



- Periodic review underway
- Metro provided comments on buildable land, affordable housing analyses
- Metro staff supporting station community plan for future high-capacity transit
- Metro remains ready to assist in completing periodic review effort

Beaverton Civic Plan



- Metro is committed to assisting the city in achieving its aspirations
- Civic Plan strategies consistent with Regional Framework Plan, goals of Community Investment Strategy
- Metro will continue to monitor progress, provide assistance when needed

Regional investments in our communities

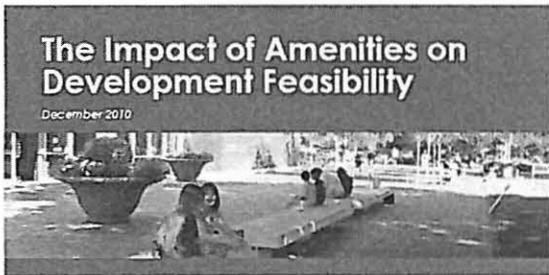


- Regional Travel Options grants
- Natural areas purchases
- Tourism investments
- Transit Oriented Development Investments
- Kaiser Permanente Grant



Impact of Amenities on Development Feasibility

- Discusses impacts of public investments in achieving desired development in centers, corridors, employment areas
- Helps make the most of existing public structures, attract jobs and economic activity



The Impact of Amenities on Development Feasibility
December 2010

Overview

As the Portland metro region continues to attract residents and employees, there are major opportunities to guide this growth to meet both community and Metro policy goals. In particular, many of the region's designated centers and corridors are zoned for significantly higher uses than are actually developed. The gap between what's on the ground today and the capacity for the future means that the region has significant capacity for infill and redevelopment.

Investments in public amenities have a major impact on development feasibility, by attracting people to a neighborhood and increasing demand for housing. In many areas today, rents and sales prices aren't sufficient for developers to complete a project and provide an realistic return on investment. However, investment in public amenities can help boost rents and sales prices enough to warrant developer interest.

The brochure summarizes the analysis and impacts of investments in public amenities on development feasibility of new housing projects. It also outlines the next steps for further research and testing.

How can we turn our region's underutilized capacity into development reality?

What role does public investment play in making development more feasible?

FREGONESE ASSOCIATES
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Portland, OR 97201
(503) 228-3054
www.freg.com

Climate Smart Communities



- Climate Preparation Plan final report released by U of O on January 26
 - Available at www.oregonmetro.gov/climatechange

Joint MPAC/JPACT meetings on Climate Smart Communities:

- April 1: opinion research, policy options
- Fall: results and recommendations

Upcoming events



Metro 101 sessions: Feb. 10, 17, 24

Joint MPAC/JPACT meetings on Climate Smart Communities:

- April 1: opinion research, policy options
- Fall: results and recommendations



Zoo planning workshops:

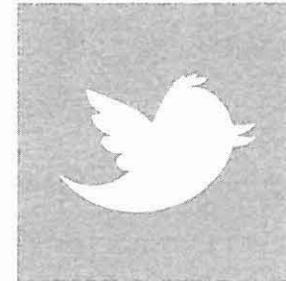
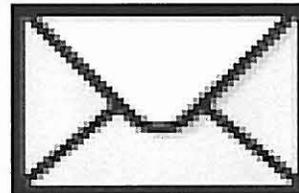
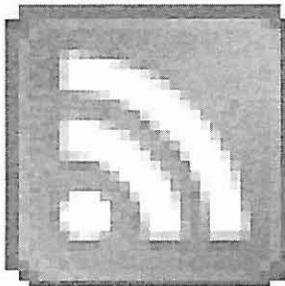
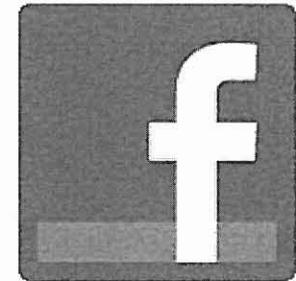
- March 29, 5-8pm
- March 31, 5-8pm
- April 2, 9-12pm



- More details at www.oregonzoo.org

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www.oregonmetro.gov/connect

Your questions...

Kathryn Harrington
Metro Councilor, District 4
600 NE Grand Avenue
Portland, OR 97232

503-797-1553

kathryn.harrington@oregonmetro.gov

www.oregonmetro.gov/harrington

ORDINANCE NO. 2010-08**ORDINANCE ADOPTING PROVISIONS REGULATING NOISE, REPEALING
FOREST GROVE CODE SECTION 5.070, UNNECESSARY NOISE,
AND ADDING NEW CODE SECTION 5.250 THROUGH 5.259,
NOISE REGULATIONS**

WHEREAS, The existing Noise Ordinance, City Code Section, 5.070, Unnecessary Noise, is cumbersome and increasingly challenging to administer; and

WHEREAS, The City's experience in attempting to enforce the existing Noise Ordinance has demonstrated that a more flexible system of ensuring that the inhabitants and visitors are not subjected to loud, unnecessary, unnatural or unusual noise is needed; and

WHEREAS, the City Council finds that loud, unnecessary, unnatural, or unusual noise is harmful to the health, welfare, and safety of its inhabitants and visitors and interferes with the comfortable enjoyment of life and property; and

WHEREAS, the City Council finds that effective control of loud, unnecessary, unnatural, or unusual noise are essential in order to promote a livable community for its inhabitants and visitors; and

WHEREAS, the City Council finds that allowing a noise variance permit for undue hardship and short-term easing of noise restrictions is essential to allow the construction and maintenance of structures, infrastructure, and other elements necessary for the physical and commercial vitality of the City; and

WHEREAS, the City of Forest Grove published notice in the *News Times* on August 23 and September 13, 2010, and published notice in the *NewsTimes* on February 9, 2011; and

WHEREAS, the Public Hearing for August 23, 2010, was cancelled and at the Public Hearing of September 13, 2010, the Council remanded the ordinance back to staff for additional review; and

WHEREAS, the City Council held a Work Session on October 11, 2010, on the proposed ordinance; and

WHEREAS, the City Council held a duly-noticed Public Hearing on this ordinance on February 14, 2011.

NOW, THEREFORE, THE CITY OF FOREST GROVE ORDAINS AS FOLLOWS:

Section 1. The Forest Grove City Council hereby approves implementing the noise regulations as defined in the attached Exhibit A, Noise Regulations.

Section 2. Code Section 5.070 and Code Section 6.110 of the City of Forest Grove Code, titled Unnecessary Noise, are hereby repealed and new Code Section 5.250 through 5.259 "Noise Regulations" as defined in the attached Exhibit A are hereby adopted.

Section 3. Code Section 5.250 is hereby renumbered as new Code Section 5.260; Code Section 5.255 is hereby renumbered as new Code Section 5.261, and Code Section 5.260 is hereby renumbered as new Code Section 5.262.

Section 4. This ordinance is effective 30 days following its enactment by the City Council.

PRESENTED AND PASSED the first reading the 14th day of February, 2011.

PASSED the second reading the 28th day of February, 2011

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 28th day of February, 2011.

Peter B. Truax, Mayor

ORDINANCE NO. 2010-08
“EXHIBIT A”

**PROPOSED TEXT REPLACEMENT
TO
CITY OF FOREST GROVE CODE
CODE SECTION 5.070 – UNNECESSARY NOISE (Repealing and reenacting)**

**NEW CODE SECTION 5.250 – 5.259
NUISANCES AFFECTING PUBLIC PEACE, NOISE REGULATIONS**

5.250 **Purpose and Intent.**

The purpose of Code Section 5.250 – 5.259, Noise Regulations, is to regulate loud, unnecessary, unnatural, or unusual noise within the City limits of Forest Grove and to provide a procedure for the prevention and prohibition of loud, unnecessary, unnatural or unusual noises affecting public peace in order to promote a livable community and to protect the public health and welfare.

5.251 **Definitions.**

As used in Code Section 5.250 – 5.259 the following words and terms mean as follows:

Amplifying equipment. Public address systems, musical instruments, and other similar devices that are electronically amplified.

Construction. Any activity necessary or incidental to the erection, demolition, assembling, altering, installing, repair or equipping of buildings, roadways and utilities, including land clearing, grading, excavating and filling before, during or following such activity.

Day time period. Seven a.m. until ten p.m. of the same day, local time.

Domestic power tools. Any mechanically or electrically powered saw, drill, sander, grinder, lawn or garden tool, or similar device generally used out of doors in residential areas.

Emergency work. Work made necessary to restore property to a safe condition following severe inclement weather and natural disasters, work required to restore public utilities or work required to protect persons or property from imminent exposure to danger.

Night time period. Ten p.m. of one day until seven a.m. the following day, local time.

Noise sensitive area or noise sensitive use. For the purpose of this definition, real property zoned residential or institutional in accordance with the terms and maps of the City of Forest Grove Development Code.

Persons. A person, persons, firm, association, co-partnership, joint venture, corporation or any entity public or private in nature.

Plainly audible. Unambiguously communicated sounds that disturb the comfort, repose or health of the listener. Plainly audible sounds include, but are not limited to, understandable musical rhymes, understandable spoken words, and vocal sounds other than speech that are distinguishable as raised or normal.

Sound level. The "A" weighed sound pressure level in decibels obtained by using a sound level meter at slow response with a reference pressure of twenty (20) micropascals. The unit of measurement shall be designated as dBA.

Warning devices. Electronic devices used to protect persons or property from imminent danger including, but not limited to, fire alarms, civil defense warning systems, and safety alarms required by law.

5.252

Standards and Definitions.

- A. Terminology and Standards. All terminology used in this Code Section that is not defined in Section 5.251 shall be in accordance with the Department of Environmental Quality (DEQ) Noise Control Regulations and noise emission standards outlined by Oregon Revised Statute (ORS) 467.030, and Oregon Administrative Rule (OAR) Code 340 Division 35.
- B. Measurement of Sound Level. While sound measurements are not required for the enforcement of this Code, should measurements be made, they shall be made as follows:
1. With a calibrated sound level meter in good operating condition.
 2. A person conducting sound level measurements shall have received training in the techniques of sound measurement and the operation of sound measuring instruments prior to engaging in any enforcement activity.
 3. Procedures and tests required by this Code and not specified herein shall be placed on file with the City Recorder.

5.253

Prohibited Acts.

- A. A person shall not knowingly continue, cause or permit to be made or continued any excessive or unnecessary sounds that are listed in this Section or Section 5.254.

- B. The following acts are declared to create excessive and unnecessary sounds in violation of this Code without regard to the maximum sound levels of Section 5.254. This enumeration does not constitute an exclusive list.
1. Animals. Owning, possessing or harboring any bird or other animal that barks, bays, cries, howls, or makes any long, unnecessary and continuous noise, other than for reasons of being provoked by a person trespassing or threatening to trespass.
 2. Compressed Air Devices. The use of a mechanical device operated by compressed air, steam, or otherwise, unless the noise created is effectively muffled.
 3. Compression Braking Devices. Using compression brakes, commonly referred to as "jake brakes", on any motor vehicle except to avoid imminent danger or persons or property, in compliance with Oregon Revised Statute 811.492, incorporated herein by reference.
 4. Exhausts. Discharging into the open air the exhaust of any steam engine, internal combustion engine, or any mechanical device operated by compressed air or steam without a muffler, or with a sound control device less effective than that provided on the original engine or mechanical device.
 5. Horns and Alarms. Sounding a horn or signaling device on a vehicle on a street or public or private place, except as a necessary warning of danger.
 6. Sound-Producing Devices or Instrument. Sound caused by playing, using or operating any radio, television, boombox, stereo, or any sound-producing device or instrument, including, but not limited to, musical instruments, loudspeakers, stereos installed in or on a vehicle, in such a manner:
 - A. that exceed(s) the maximum permissible sound levels set forth in Section 5.254;
or
 - B. that is plainly audible from a distance of one hundred (100) feet from the source of the sound if within a park, street, or other public area.
 7. Tampering. The removal or rendering inoperative of any noise control device for purposes other than maintenance, repair, or replacement.

5.254

Maximum Permissible Sound Levels.

- A. A person shall not cause or permit sound(s) to intrude onto the property of another person which exceed(s) the maximum permissible sound levels set forth below in Table 1 of this Section.

- B. The sound limitations established herein, as measured at or within the property boundary of the receiving land use, are set forth in Table I and apply after any applicable adjustment, also provided for herein, are applied. When the sound limitations are exceeded, it shall constitute excessive and unnecessary sound and shall be a violation in its own right as well as being prima facie evidence of noise.

- C. This Section is violated if any of the following occur:
 - 1. Any continuous sound that exceeds Table I for a cumulative total of greater than five minutes in any ten (10) minute period;
 - 2. Any sound that exceeds Table I by five dBA for a cumulative total of greater than one minute, but less than five minutes in any ten (10) minute period;
 - 3. Any sound that exceeds Table I by ten (10) dBA at any point in time.

TABLE I
Table of Maximum Allowable Sound Levels (in dBA)
in any Ten (10) Minute Period

Type of Source by Use	Type of Received by Use					
	Noise Sensitive		Commercial		Industrial	
	Day 7am-10pm	Night 10pm-7am	Day 7am-10pm	Night 10pm-7am	Day 7am-10pm	Night 10pm-7am
Noise Sensitive	60	50	80	70	80	70
Commercial	80	70	80	70	80	70
Industrial	80	70	80	70	80	70

- D. Industrial uses that were non-conforming prior to a December 2, 1982, and are now considered permitted uses under Section 10.7.125E of the Development Code shall be subject to the noise standards for industrial uses in Table 1.

5.255

Exemptions.

A. Exemptions. The following sounds are exempted from provisions of this Code:

	Monday – Friday Local time	Saturday – Sunday Local time
<p>1. <u>Construction Activities.</u> Sound created by construction activities, provided equipment is maintained in good repair and equipped with sound dissipating devices in good working order.</p>	<p>7:00 a.m. to 10:00 p.m.</p>	<p>8:00 a.m. to 7:00 p.m.</p>
<p>2. <u>Domestic Power Tools and Chainsaws.</u> Sounds created by domestic power tools, provided sound dissipation devices on tools are maintained in good repair. Sounds caused by chainsaws, when used for pruning, trimming, cutting of live trees.</p>	<p>7:00 a.m. to 10:00 p.m.</p>	<p>8:00 a.m. to 7:00 p.m.</p>
<p>3. <u>Explosives.</u> The discharge of legal¹ explosive devices or legal fireworks on the third of July, Fourth of July, and the Friday and Saturday during the weekend closest to the Fourth of July of each year.</p>	<p>7:00 a.m. to 11:00 p.m.</p>	<p>7:00 a.m. to 11:00 p.m.</p>
<p>The discharge of legal explosive devices or legal fireworks on January 1 of each year.</p>	<p>11:00 p.m. to 12:30 a.m.</p>	<p>11:00 p.m. to 12:30 a.m.</p>
<p>4. <u>Refuse Pickup.</u> Sounds created by refuse pickup operations in a noise sensitive area.</p>	<p>5:00 a.m. to 7:00 p.m.</p>	<p>5:00 a.m. to 7:00 p.m.</p>
<p>5. <u>Amplifiers and Loudspeakers.</u> Sounds produced by amplifying equipment and loudspeakers at organized athletic or City-permitted activities or events.</p>		
<p>6. <u>Emergency Work or Equipment.</u> Sounds caused by the performance of emergency work, vehicles and/or equipment.</p>		

¹ As per Fire Chief and Fire Marshal, the above language in **bold** has been added.

7. Events. Non-amplified sounds produced by organized athletic or City-permitted activities or events at places such as stadiums, parks, public plazas, schools, athletic fields, and other public areas.
8. Revsing Engines. Operating a motor vehicle engine above idling speed off the public right-of-way so as to create excessive or unnecessary sounds that exceed(s) the maximum permissible sound levels set forth in Section 5.254.
9. Warning Devices. Sounds made by warning devices operating continuously for three minutes or less.

5.256 Noise Variance Permit and Application.

An application for a Noise Variance Permit for relief on the basis of undue hardship from a noise level or time limits designated in this Code may be submitted in writing to the City Manager or designee. The fee for such permit shall be set by Council resolution.

1. Conditions for Granting. A Noise Variance Permit granted by the City Manager shall contain all conditions upon which the permit has been granted and shall specify a reasonable time the permit shall be effective. The City Manager or designee shall grant the relief based on the following conditions:
 - A. That strict compliance with such rule, regulations, or order is inappropriate because of conditions beyond the control of the persons requesting the variance;
 - B. Because of special circumstances which would render strict compliance unreasonable or impractical due to special physical conditions or causes;
 - C. Because strict compliance would result in substantial curtailment or closing down of a business, plant, or operation, or no other alternative facility or method of compliance is yet available.
2. A Noise Variance Permit may include conditions the City Manager or designee deems necessary to protect the public health and welfare;
3. Revocation or Modification. In the case of failure to comply and/or an emergency or safety hazard, the City

Manager or designee may revoke or modify a Noise Variance Permit by setting forth the reason for revocation and/or the nature of the emergency or hazard in a certified letter mailed to the holder of the variance permit. This letter shall provide the reason why the variance is revoked or modified and advise the permit holder of their right to an appeal pursuant to Code Section 1.090.

5.257 Code Additional to Other Law.

The provisions of this Code are cumulative and nonexclusive and do not affect any other claim, cause of action or remedy; nor unless specifically provided, shall it be deemed to repeal, amend or modify any law, ordinance, or regulation relating to noise or sound. The provisions of this Code are deemed additional to existing legislation and common law on such subject.

5.258 Responsibility, Authority, and Enforcement.

The City Manager or designee is responsible for the administration and enforcement of Code Section 5.250 through 5.259, Noise Regulation Ordinance, under the provisions of Code Section 2.990 of this Code.

5.259 Violations and Penalties.

- A. A person who commits, permits, assists in or attempts a violation of any provision of Code Section 5.250 – 5.259, Noise Regulation Ordinance, shall be subject to a civil penalty in the amount of not less than \$100 for the first violation, \$500 for the second violation, and \$1,000 for each subsequent violation occurring in a two (2) year period starting from the issuance of the first notice of violation.
- B. Each day during which any provision of Code Section 5.250 through 5.259, Noise Regulation Ordinance, is violated constitutes a separate offense.

THE FOLLOWING CODE SECTIONS ARE REPEALED :

CODE SECTION 5.070 – UNNECESSARY NOISE (in its entirety)

CODE SECTION 6.110 – UNNECESSARY NOISE (Jake Brakes)

FOLLOWING CODE SECTIONS ARE REASSIGNED AS FOLLOWS:

OLD CODE SECTION 5.250 TO NEW 5.260 (Radio and Television Interference)

OLD CODE SECTION 5.255 TO NEW 5.261 (Junk)

OLD CODE SECTION 5.260 TO NEW 5.262 (Notices and Advertisements)

Written Testimony
Received

Public Hearing:
February 28, 2011

September 30, 2010

Kerry Aleshire
Chief of Police
Forest Grove Police Dept.
2102 Pacific Avenue
Forest Grove, OR 97116

RE: Noise Ordinance Requested Input

Chief Aleshire,

I would like to thank you for all your efforts in this community and your request to seek input on the current process.

After reviewing the draft noise ordinance and the Sept 13th city council's draft minutes, I have the following to comments and suggestions for input.

As we spoke the other day, my main concern centers on the day and hours related to "construction" noise. The proposed noise ordinance will exempt or allow all construction activities and associated sound levels everyday of the week, including Sunday and Holiday's. This is in contrast to the existing ordinance that prohibits this activity on Sunday. I believe that the proposed ordinance will negatively change the overall atmosphere and livability of the city which was one of the main reasons I moved here two years ago. I believe that although there is a need to promote construction and growth within the city, I think that allowing this growth without restriction or balance would not be in the best interest of livability for the citizens, especially if the construction activities are allowed to occur every day in noise sensitive areas like residential zones.

Here are my suggestions:

Section 5.255 (1) Construction Activities

I would like to suggest that the city retain the pervious restrictions to Sunday and further include city recognized holidays. In addition, I would suggest not allowing construction noise past 7 PM of the remaining days of the week. I believe construction activities past

7 PM is unnecessary and could potentially create conflict or frustrations for adjacent citizens. The change would still allow for construction activities to occur for 12 hours (7 AM to 7 PM) each day.

I would also suggest that further refinement could be made by restricting the "construction" definition to more accurately describe building permitted activities versus home owner maintenance activities not regulated under the building codes. The building code allows for small alterations and maintenance of structures without the issuance of permits. There is a major difference between a home owner creating noise during small alterations and maintenance projects and contractors with heavy earth moving equipment and multiple employees.

Section 5.255 (3) Explosives

I am unclear of the intent of the time or duration restriction in the associated table. Are explosives allowed only to 11 PM for the days surrounding and including the 4th of July? And then allowed at midnight? Or is the intent to only allow explosives noise on January 1st from midnight to 12:30 AM? Not before? I would suggest simplifying the table by allowing by both fireworks for the fourth of July and New Years not to extend past 12:30 AM.

Thank you again for the opportunity to provide input related to new noise ordinance. As I stated before I would be happy to speak to the city council if give the opportunity.

Please let me know if you have any questions.

Sincerely,

John Rinier
907 37th Avenue
Forest Grove, OR 97116
503-992-7282

February 28, 2011

**SIDEWALK IMPROVEMENT PROGRAM
ORDINANCE SPECIFYING THE ASSESSMENTS TO BE MADE ON PROPERTIES
SPECIALLY BENEFITED BY THE CONSTRUCTION OF CERTAIN SIDEWALK
IMPROVEMENTS; SETTING SIXTY (60) MONTH AND ONE HUNDRED TWENTY (120)
MONTH PERIODS FOR INSTALLMENT PAYMENTS; SETTING THE INSTALLMENT
FINANCING RATE AT FOUR AND ONE-QUARTER PERCENT (4.25%) AND SIX AND ONE-
HALF PERCENT (6.50%) RESPECTIVELY; DECLARING AN EMERGENCY**

PROJECT TEAM: Rob Foster, Director of Public Works
Susan Cole, Assistant Director of Administrative Services
Paul Downey, Director of Administrative Services
Michael Sykes, City Manager

ISSUE STATEMENT: Assess benefitting properties for the cost of improving sidewalks abutting those properties.

BACKGROUND: In August of 2010, via resolution 2010-66, the City Council created a City-wide, voluntary, improvement district to facilitate the repair of sidewalks. Since that time, staff have signed up property owners to participate, hired a contractor, and commenced repairing sidewalks. The sidewalk repairs began in December, 2010, and are nearly complete. Rather than wait until all sidewalk repairs are completed, those repairs that are completed each month will be batched and brought to the City Council for final assessment. This will keep the project moving in an efficient way, and enable the City to be paid back on a more timely basis. Once the assessments are placed on the properties via the attached ordinance, the City will then bill the property owners.

FISCAL IMPACT: The January sidewalk repairs amounted to just over \$67,000. Because some property owners have chosen to pay the City back over time, some of the assessments include interest, increasing the total amount assessed by the City to \$74,346.87. The attached ordinance allows the City to collect repayment from those property owners that have benefited from the completed sidewalk repairs.

RECOMMENDATION: Staff recommends Council adopt Ordinance No. 2011-04 as an emergency so staff can assess those properties that benefitted from sidewalk repairs completed in January, 2011.

NewsTimes

Legal Ads/Public Notice:

To be published: Wednesday, February 23, 2011

NOTICE OF PUBLIC HEARING
City of Forest Grove, Oregon
City-Wide Voluntary Sidewalk Local Improvement District
Notice of Proposed Final Assessment

As required by the terms of Forest Grove Municipal Code Section 3.440, notice is hereby given that a Public Hearing will be held on **Monday, February 28, 2011, at 7:00 p.m. or thereafter**, in the Community Auditorium, 1915 Main Street, Forest Grove, to consider adopting a proposed ordinance concerning the proposed final assessments for the City-Wide Voluntary Sidewalk Local Improvement District (LID). The proposed ordinance, if enacted by the Forest Grove City Council, would take effect on the thirtieth day (30th) after enactment unless the City Council declares an emergency.

The proposed final assessments for each affected lot are as follows:

Property Owner	Tax Lot Number	Amount of Proposed Final Assessment
ADAME SHARON C	1N436BC13000	\$335.50
BOWERSOX CALVIN D & MONICA K	1S306BC07700	\$2,985.95
BOYD STEVEN F & PATRICIA	1N436AC03800	\$5,452.43
BUNKER TERRY L AND EILEEN K	1N436AC04507	\$1,342.00
CHUINARD JEFFREY L & JAYME J	1N436AC04509	\$469.70
COMBS NANCY JEAN	1S306BD07000	\$422.73
CORNILS MARK G & DOROTHY L	1N331CC04200	\$1,852.95
CORNWELL DAVID H & LORI	1N435AD04400	\$2,275.30
DEAN, CAROL ANN LIVING TRUST	1N435AD01900	\$503.25
DUGGAN KEVIN S & HEIDI A	1N436AA15100	\$167.75
DUNN WARREN P	1S306BD05400	\$3,520.01
FRIEND GREGORY T & CHERYL K	1N435BA01000	\$3,232.35
GRANT FRED F CAROLINE	1N436DD01000	\$1,898.63
HAWKINS BRIAN H AND VALERIE H	1N436BC10400	\$335.50
HORN ELIZABETH	1N435AB02200	\$1,119.00
HOUSTON GEORGE A AND EVELYN L	1N435AD06800	\$671.00
JOHNSON DANIEL A & JOHNSON, PATRICIA M	1N331DD00406	\$3,332.81
JOHNSON FAMILY TRUST BY JOHNSON, CLARA & LAWRENCE TRS	1N426DC02635	\$1,409.10
JOHNSTON, THEODORE & YVONNE & CLARK, MELVA	1N436AA16800	\$234.85
KAROLY COLLEEN R	1S306BD03400	\$657.58
KRIEGER, DORRIS M REVOCABLE LIVING TRUST BY KRIEGER, DORRIS M TR	1N435AC00100	\$1,610.40
LARKINS HAZEL JEAN LARKINS FAMILY LLC ATTN: JEAN L INDA	1N436AC03500	\$167.75
LARKINS LINDY RALPH	1N435AD05900	\$805.20
LUDTKE LAWRENCE L & SHARON K	1N331CC06700	\$1,140.70
MARTINEZ, GUADALUPE H & MARTINEZ, JAIME & CUELLAR, BERTA	1S306BA07300	\$1,246.92
MCKENZIE GARY L	1N435BA03000	\$7,520.02

METZGER WILLIAM JOHN & STACY LYNN	1N435BA01100	\$402.60
MONTES JANICE	1S306BD10600	\$783.30
MUELLER KURT R AND MARY ANNE	1S306AB07300	\$3,303.80
OLSON MICHAEL N	1N331CC03101	\$6,621.32
POSSIBILITIES NW LLC	1N436DD08800	\$1,342.00
POTTER DANIEL R/JANIS E	1S306BD10300	\$536.80
PROSTEEL BUILDERS LLC	1S401AA00200	\$1,321.65
SANDAGE DAVID A & RACHEL	1N435AB07100	\$972.95
SCHUBOTHE RAPLH K C AND SUSAN K	1N331CC03400	\$335.50
SCHWEJDA PAUL	1S306BB12600	\$335.50
SHIELDS BRUCE E AND JOLLENE E	1S306CA03800	\$4,195.94
SHOCKEY RANDALL D & LORI A	1N435AD01000	\$1,305.50
STADELMAN, WILLIAM A & KELLEY S FAMILY TRUST	1N435AC06600	\$503.25
STRONG ARLENE B & WHORLEY, JOYCE	1S306BD03500	\$503.25
TEETER, WILBERTA W REVOCABLE LIVING TRUST	1N436DD05100	\$167.75
WEBSTER, ROBERT	1S306BD00600	\$422.73
WOODFOLD-MARCO MFG INC	1S306BB12500	\$3,265.35
WORLEY, DALE T & KATHRYN	1N331CC06800	\$2,348.50
WYLAND PATRICK B & LORETTE M	1N435AD11100	\$969.80

The calculation of the proposed final assessment(s) was made consistent with the methodology adopted by the Forest Grove City Council at its meeting of August 23, 2010. That methodology and allocation scheme is available for public inspection at Forest Grove City Hall.

Owners of property within the LID who have objections to the proposed final assessment must present those objections in writing and set out the reason(s) for the objections with specificity. Those written objections must be received by 7:00 p.m. on February 28, 2011, prior to the Council's hearing on the proposed final assessments.

In the event a property owner elects not to pay the final assessment in whole within thirty (30) days after City Council certifies the final assessments, property owners will be offered the chance to make monthly installment payments on the assessment over a period of sixty (60) months or one hundred twenty (120) months, provided the affected property owner has timely completed an installment application.

It is currently anticipated that the interest rates on the installment plans will be 4.25% and 6.50% respectively.

A copy of the report and proposed ordinance is also available for inspection prior to the hearing at the City Recorder's Office or by visiting the City's website at www.forestgrove-or.gov. Questions concerning this notice and its contents should be directed to the attention of the City Recorder's Office, P. O. Box 326, 1924 Council Street, Forest Grove, OR 97116, prior to the hearing. For further information, please call Anna Ruggles, City Recorder, 503.992.3235, or e-mail aruggles@forestgrove-or.gov.

Anna D. Ruggles, CMC, City Recorder
City of Forest Grove

To be published February 23, 2011

ORDINANCE NO. 2011-04



ORDINANCE SPECIFYING THE ASSESSMENTS TO BE MADE ON PROPERTIES SPECIALLY BENEFITED BY THE CONSTRUCTION OF CERTAIN SIDEWALK IMPROVEMENTS; SETTING SIXTY (60) MONTH AND ONE HUNDRED TWENTY (120) MONTH PERIODS FOR INSTALLMENT PAYMENTS; SETTING THE INSTALLMENT FINANCING RATE AT FOUR AND ONE-QUARTER PERCENT (4.25%) AND SIX AND ONE-HALF PERCENT (6.50%) RESPECTIVELY; DECLARING AN EMERGENCY

WHEREAS, the City Council, by its adoption of Resolution No. 2010-66 on August 23, 2010, created the City-Wide Voluntary Sidewalk Local Improvement District (LID) for the purpose of repair and rehabilitation of sidewalks throughout the City. Those property owners who voluntarily consent to sidewalk repairs and assessments shall be assessed a share of the costs associated with said repair and rehabilitation;

WHEREAS, the City Council, through the adoption of Resolution No. 2010-67 on August 23, 2010, set the repayment terms for payment of assessments for sidewalk improvements under the LID;

WHEREAS, the City Council has now received an assessment report from the Public Works Director and the share of the costs attributable to the Local Improvement District has been set by the Report to be \$74,346.87;

WHEREAS, the City Recorder has, consistent with FGMC 3.440, sent notice to each affected property owner the necessary information and has received zero timely objections to the assessments; and

WHEREAS, the City Council has held a duly-noticed Public Hearing on February 28, 2011, and reviewed the objections timely received by the City Recorder and has determined that the methodology adopted by the terms of Resolution 2010-67 was a fair, just and appropriate approach to determine the assessments.

NOW, THEREFORE, THE CITY OF FOREST GROVE ORDAINS AS FOLLOWS:

Section 1. The City Council has determined that the total cost noted above (\$74,346.87) for the construction of the improvements is to be borne by the properties specially and peculiarly benefited thereby.

Section 2. The final assessment for each property is as shown on the Assessment Roll attached hereto as Exhibit A. The assessments are spread consistent with the methodology approved by Council Resolution 2010-67.

Section 3. For those property owners who chose payment option 1B of Council Resolution 2010-67, the installment period shall be sixty (60) months at an interest rate of four and one-quarter percent (4.25%) with the first payment due by the 1st of April with payments thereafter due and payable on the 1st of each month for a period of fifty-nine (59) months, with no pre-payment penalty.

Section 4. For those property owners who chose payment option 1C of Council Resolution 2010-67, the installment period shall be one hundred twenty (120) months at an interest rate of six and one-half percent (6.50%) with the first payment due by the 1st of April with payments thereafter due and payable on the 1st of each month for a period of one hundred nineteen (119) months, with no pre-payment penalty.

Section 5. Payments become delinquent if not received by the due date according to the payment option selected.

Section 6. Property owners whose payments become delinquent shall pay a penalty of ten dollars (\$10.00) per every thirty (30) day period payments are or remain delinquent.

Section 7. The assessments paid over the times described in Sections 3 and 4 above shall be listed in the City's lien docket and if unpaid (together with accrued and unpaid interest and penalties) are a lien in favor of the City as set out in ORS 223.230.

Section 8. Liens shall be adjusted for penalties assessed for delinquent payments.

Section 9. Within ten (10) days of the adoption of this ordinance, the City Recorder shall send notice of assessment to each property owner shown on the Assessment Roll and publish notice of the assessment in the newspaper in accordance with FGMC 3.450.

Section 10. So that the assessments can be timely filed with the County, the City Council hereby declares that an emergency exists, and this ordinance is and shall be effective from and after its passage by the Council.

PRESENTED AND PASSED the first reading this 28th day of February, 2011.

PASSED the second reading this 28th day of February, 2011.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 28th day of Febraury, 2011.

Peter B. Truax, Mayor

Exhibit A
Sidewalk Assessment Roll

Sidewalk Completion Report

Tax Lot ID	Address	Property Owner	Assessment
1N436BC13000	2737 HEATHER WAY	ADAME SHARON C	\$ 335.50
1S306BC07700	2004 17TH AVE	BOWERSOX CALVIN D & MONICA K	\$ 2,985.95
1N436AC03800	1603 LIMPUS LN	BOYD STEVEN F & PATRICIA	\$ 5,452.43
1N436AC04507	1515 SPRING GARDEN WAY	BUNKER TERRY L AND EILEEN K	\$ 1,342.00
1N436AC04509	1505 SPRING GARDEN WAY	CHUINARD JEFFREY L & JAYME J	\$ 469.70
1S306BD07000	1617 BIRCH ST	COMBS NANCY JEAN	\$ 422.73
1N331CC04200	1816 23RD AVE	CORNILS MARK G & DOROTHY L	\$ 1,852.95
1N435AD04400	606 BALLAD WAY	CORNWELL DAVID H & LORI	\$ 2,275.30
1N435AD01900	2731 BALLAD WAY	DEAN, CAROL ANN LIVING TRUST	\$ 503.25
1N436AA15100	3227 B ST	DUGGAN KEVIN S & HEIDI A	\$ 167.75
1S306BD05400	1613 ASH ST	DUNN WARREN P	\$ 3,520.01
1N435BA01000	3230 VALLEY CREST WAY	FRIEND GREGORY T & CHERYL K	\$ 3,232.35
1N436DD01000	2219 C ST	GRANT FRED F CAROLINE	\$ 1,898.63
1N436BC10400	2722 HEATHER WAY	HAWKINS BRIAN H AND VALERIE H	\$ 335.50
1N435AB02200	3232 WATERCREST RD	HORN ELIZABETH	\$ 1,119.00
1N435AD06800	530 TOWNE CT	HOUSTON GEORGE A AND EVELYN L	\$ 671.00
1N331DD00406	2723 22ND AVE	JOHNSON DANIEL A & JOHNSON, PATRICIA M	\$ 3,332.81
1N426DC02635	3311 FOREST GALE DR	LAWRENCE TRS	\$ 1,409.10
1N436AA16800	1891 PRIMROSE LANE	JOHNSTON, THEODORE & YVONNE & CLARK, MELVA	\$ 234.85
1S306BD03400	1713 ASH ST	KAROLY COLLEEN R	\$ 657.58
1N435AC00100	210 FOREST PL	KRIEGER, DORRIS M REVOCABLE LIVING TRUST BY KRIEGER, DORRIS M TR LARKINS HAZEL JEAN LARKINS FAMILY LLC ATTN: JEAN L INDA	\$ 1,610.40
1N436AC03500	1501 LIMPUS LN	LARKINS LINDY RALPH	\$ 167.75
1N435AD05900	2725 BUXTON ST	LUDTKE LAWRENCE L & SHARON K	\$ 805.20
1N331CC06700	1927 22ND AVE	MARTINEZ, GUADALUPE H & MARTINEZ, JAIME &	\$ 1,140.70
1S306BA07300	1817 ASH ST	CUELLAR, BERTA	\$ 1,246.92
1N435BA03000	3229 VALLEY CREST WAY	MCKENZIE GARY L	\$ 7,520.02
1N435BA01100	3231 CIRCLE CREST WAY	METZGER WILLIAM JOHN & STACY LYNN	\$ 402.60
1S306BD10600	2117 16TH AVE	MONTES JANICE	\$ 783.30
1S306AB07300	2604 PACIFIC AVE	MUELLER KURT R AND MARY ANNE	\$ 3,303.80
1N331CC03101	1803 23RD AVE	OLSON MICHAEL N	\$ 6,621.32
1N436DD08800	1722 22ND AVE	POSSIBILITIES NW LLC	\$ 1,342.00
1S306BD10300	1604 BIRCH ST	POTTER DANIEL RJANIS E	\$ 536.80
1S401AA00200	1728 PACIFIC AVE	PROSTEEL BUILDERS LLC	\$ 1,321.65
1N435AB07100	3211 LAVINA DR	SANDAGE DAVID A & RACHEL	\$ 972.95
1N331CC03400	1827 23RD AVE	SCHUBOTHE RAPLH K C AND SUSAN K	\$ 335.50
1S306BB12600	1917 18TH AVE	SCHWEJDA PAUL	\$ 335.50
1S306CA03800	2218 14TH AVE	SHIELDS BRUCE E AND JOLLENE E	\$ 4,195.94
1N435AD01000	2808 BALLAD TOWN PL	SHOCKEY RANDALL D & LORI A	\$ 1,305.50
1N435AC06600	2935 FOREST GALE DR	STADELMAN, WILLIAM A & KELLEY S FAMILY TRUST	\$ 503.25
1S306BD03500	1701 ASH ST	STRONG ARLENE B & WHORLEY, JOYCE	\$ 503.25
1N436DD05100	1531 22ND AVE	TEETER, WILBERTA W REVOCABLE LIVING TRUST	\$ 167.75
1S306BD00600	1729 CEDAR ST	WEBSTER, ROBERT	\$ 422.73
1S306BB12500	1913 18TH AVE	WOODFOLD-MARCO MFG INC	\$ 3,265.35
1N331CC06800	1933 22ND AVE	WORLEY, DALE T & KATHRYN	\$ 2,348.50
1N435AD11100	511 WILLAMINA AVE	WYLAND PATRICK B & LORETTE M	\$ 969.80
			\$ 74,346.87



**REPORT ON RESOLUTION ADOPTING PROCESS FOR COMMUNITY
ENHANCEMENT PROGRAM FOR FY 2011-12**

PROJECT TEAM: Paul Downey, Administrative Services Director
Beverly Maughan, Executive Assistant to City Manager
Michael J. Sykes, City Manager

ISSUE STATEMENT: Each fiscal year the City Council authorizes a schedule and process to designate Community Enhancement Projects (CEP). The process establishes clear expectations for both the public and the City Council on how projects will be selected.

BACKGROUND: In August 1989, Council authorized the City Manager to sign the Enhancement Fee Agreement with Metro. In October 1989, Metro signed the Enhancement Fee agreement. Based on the agreement, the City receives \$.50 from Metro for each ton of solid waste transferred through the Forest Grove Transfer Station. Following execution of the agreement, the Council established a boundary designating the area eligible for enhancement and the eligibility criteria.

As required in the Enhancement Fee agreement, the boundary and criteria were approved by Metro and specified in Resolution 90-2. The boundary for eligible projects is the City's Urban Growth Boundary. Eligible projects must meet one or more of the following criteria:

1. Enhance appearance and cleanliness of the area within the boundary.
2. Preserve or improve natural, cultural or recreational resources for public enjoyment within the boundary.
3. Improve public safety within the boundary.
4. Improve transportation including pedestrian and bike routes within the boundary.
5. Improve viability of commercial, industrial, and residential areas within the boundary.

If the City wants to change the boundary or any of the criteria, the Council must formally adopt the changes which then must be approved by Metro.

In previous years, if the project met one or more of the above criteria, the following factors were considered in the evaluation process:

- The amount of matching funds.
- The number of benefiting residents.
- Future costs associated with the project.

- The amount of public support.
- The correlation between the project and the Vision Statement.

DISCUSSION: After the process for funding the projects for FY 2010-11, the Council asked staff to review the process and bring to the Council a process which provides more structure to the funding allocation process. Previous years' processes demonstrated a disconnect between the scoring of the projects and the funding allocations. Council requested that staff review the process and come back with a proposal that provided a correlation between the scoring and the funding allocation.

Staff developed a proposed process for the FY 11-12 CEP funding process in which the allocation of funds to projects is the scoring process. The proposed process is attached and was discussed with the Council at its annual retreat. Staff has modified the process based on comments from the retreat. Essentially, the process will divide the funding available into an equal allocation for each councilor. Each councilor will propose funding allocations with their funds to projects. No councilor can allocate more than one-seventh of any individual project's requested funding. A project must ultimately receive funding from at least four councilors to be funded.

The amount of funding available to distribute is projected to decline significantly next year. In the current year, \$75,689 in grants was funded. In fiscal year 2011-12, the funding available to distribute, including 25% of the Fund Balance, is projected to be \$61,110 or \$8,730 per Councilor. If needed, staff will update the number at the time the Council allocates funding. The Council has requested that the hanging baskets project be removed from CEP funding and be included for funding consideration in the City's regular operating budget. Staff will make that change.

The proposed package consisting of Application Instructions, Application, Sample Evaluation Worksheet, and Sample Agreement is attached. The major change to the package is the removal of the second scoring page of the Evaluation Worksheet. Other wording changes due to the revised funding process have been made where necessary.

FISCAL IMPACT: The projection of Metro CEP fee revenue for FY 2011-12 is significantly lower than FY 2010-11 funding so less grant funding will be awarded. The Council has instructed staff to include funding for the hanging baskets in the City's proposed budget so about \$7,500 will be proposed in the City's operating budget. Staff has not identified the specific fund that will be asked to fund the baskets. Even without the hanging baskets, there will be less CEP funds to award in the coming fiscal year.

RECOMMENDATION: It is recommended that the Council review the attached application, instructions, evaluation form and contract for the CEP grant application process. If acceptable, Council should approve the resolution adopting the CEP process and authorize staff to commence the process for selecting community enhancement projects for FY 2011-12.



RESOLUTION NO. 2011-20

**RESOLUTION ADOPTING COMMUNITY ENHANCEMENT PROGRAM
PROCESS FOR 2011-12 AND REPEALING RESOLUTION NO. 2010-19**

WHEREAS, the City has executed an agreement with Metro to receive funds for the purpose of enhancing and rehabilitating the area impacted by operation of the Forest Grove Transfer Station; and

WHEREAS, the Forest Grove City Council has adopted a boundary for the area eligible to receive funding and criteria for determining enhancement projects receiving funding; and

WHEREAS, the Metro Council has approved the Forest Grove boundary and criteria; and

WHEREAS, the City Council wishes to establish a fair and equitable process for selecting community enhancement projects.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1: In selecting community enhancement projects to receive funding, that the City will follow the process outlined in the funding allocation process, application, instructions and evaluation forms attached as Exhibit A.

Section 2: Resolution No. 2010-19 is hereby repealed.

Section 3: This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 28th day of February, 2011.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 28th day of February, 2011.

Peter B. Truax, Mayor

Resolution No. 2011-20

Exhibit A

FY 2011-12 CEP Funding Allocation Process

1. Staff will receive and compile grant requests. Staff will determine total amount of requests.
2. The Council will hear presentations from the applicants at a special meeting. The applicants will have up to four minutes to present their projects after which the Council will have up to five minutes to ask questions.
3. Staff will determine the total amount of funds available to fund the grant requests. Each councilor will receive one-seventh (1/7) of the total funds available to allocate to individual projects. If \$70,000 in total is available for funding, each councilor will get \$10,000 to allocate.
4. After the presentations, councilors will score the projects by allocating funds to the projects from his/her individual pool of funds to each project. No councilor can allocate more than one-seventh of an individual project's requested funds. If an individual project requests \$7,000 in funding, the maximum that any one councilor can allocate to that project is \$1,000. **At least four councilors must ultimately allocate funding to a particular project or that project will not be funded.**
5. Councilors will submit their funding allocations to staff. The proposed funding allocation list will be presented to the Council at a work session. Projects that do not receive funding allocations from at least four councilors will be highlighted on the list. If a project does not receive funding allocations from at least four councilors, a councilor(s) can request that the other councilors reconsider their funding allocations to allocate funding to that project. If a project does not receive funding from at least four councilors, then that project is dropped from further consideration.

6. Councilors who have allocated funding to projects that are dropped from further consideration will have the option to re-allocate the funds from those projects to other projects still on the list or the funds will carry-over to next year and become part of the total available funds to distribute next year. The re-allocation of funds to other projects cannot cause a project to receive more than one-seventh of its funding from any individual councilor. Staff will total the re-allocated funds and schedule the Public Hearing.
7. The Public Hearing to formally consider the allocations will be held at which time the Council will be asked to approve the resolution formally allocating funds.

**2011-12
COMMUNITY ENHANCEMENT PROJECT
APPLICATION INSTRUCTIONS**

The following is the process schedule for the Community Enhancement Projects Grant Program:

March		Applications for project proposals will be available. (Application form is attached)
March 31	-	Applications must be completed and returned to City Hall, 1924 Council Street, by 5 pm.
April 19	-	City Council will hold special meeting to hear sponsor presentation of proposed project. Meeting will be held in the Community Auditorium, 1915 Main Street. Presentations should be limited to 4 minutes after which the Council will have up to 5 minutes to ask questions.
April 29	-	Council's completed allocation worksheets due to staff. (Sample evaluation form is attached)
May 9		Compilation of allocations discussed at City Council Work Session.
May 23	-	Council will hold a public hearing on funding of designated projects at 7:00 pm in the Community Auditorium.
June 13	-	Adoption of City Budget
July 18		Contracts for awarded projects will be distributed to Sponsors. Contracts must be executed by September 30, 2011, or grant is forfeited. (Sample contract is attached.)

General Instructions

- Applicants must have non-profit status to be eligible for a grant.
- All projects must be within the City's Urban Growth Boundary to be eligible for funding. Attached is a map with the City's Urban Growth Boundary outlined in black.
- Each project must meet one of five Metro-approved criteria listed on the City Council's evaluation (attached).
- The City's Vision Statement (attached) will be used as a guideline during the evaluation process.
- Each project is evaluated by Councilors individually and reviewed by the Council together to determine funding which may be as fully funded, partly funded, or not funded.
- Sponsors are encouraged to limit question responses to the spaces provided on the application. Additional information may be provided during the presentation of the proposed project. Every question should have a response. If question does not apply to your proposed project, indicate this response in the appropriate space.

Application packets will be available on the website at www.forestgrove-or.gov or at City Hall, 1924 Council Street, from 8:00 am to 5:00 pm Monday through Friday. Any questions regarding the application should be directed to Paul Downey, Administrative Services Director, at 503-992-3200.

Applicant Information

Name of non-profit group, organization, or committee should be listed in Sponsor Information. Contact person, phone and address should be provided for notification purposes and in case further information is required. The contact person should be the person who prepared the project proposal, or is able to answer questions about the project. The person signing the proposal should be the person authorized to submit the application.

CEP - INSTRUCTION SHEET

Page 2

Project Information

- A. Project Title, Amount Requested and Funds Needed by: Sponsor should indicate when the requested funds are required as availability of funds is contingent on City's receipt of disbursements from Metro. Sponsor should identify the date the project will begin and when the project will be completed.
- B. Project Description: This should be a short description for the proposed program or project including for what purpose or how the CEP funds will be used. When possible, statements should be related to the project criteria within the evaluation form.
- C. Estimate how many residents within the boundary area will benefit, and specify who will benefit if the project is funded. Also complete the information indicating whether or not the project and/or sponsor have received Community Enhancement grant money in past years.
- D. Project Budget: Provide total estimated costs and how these costs were estimated. Breakdown the estimated costs by source. Personnel Services should include employee salaries, salary estimates for in-kind volunteer labor and/or contractual costs. Supplies and services would include any consumable materials and supplies used to complete project or program. Examples include postage and paper products. Capital would include major expenditures greater than \$500. This would include major tools, equipment or furnishings. Compute percent of total budget provided by the sponsor.
- E. List the amounts and sources of the funding for the Sponsor's share of the project and whether the sponsor has secured funding from the other sources. **Reimbursement of project costs incurred prior to July 1, 2011 is not allowed.**
- F. List any on-going operations and/or maintenance costs associated with the project and indicate how these will be funded.
- G. Complete a brief description of the correlation between the project and the values in the Forest Grove Vision Statement.

Project Management

- A. Provide an outline of the major project tasks and completion dates for the tasks.
- B. Describe prior experience managing similar projects: Provide a description of project, the dollar amount of project and the date the project was completed. Include any prior Community Enhancement Projects.
- C. Explain whether this project is part of a coordinated effort involving other individuals or organizations within the community. Describe how the project activities have been coordinated with other individuals or organizations.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: _____ Tax ID # _____

Contact Person: _____ Daytime Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Signature: _____

PROJECT INFORMATION

A. Project Title	Amount Requested:	Funds Needed by*:
_____	\$ _____	_____

*Availability of funds is contingent on City's receipt of disbursements from Metro

Proposed schedule

Project Start Date: _____ Project Completion Date: _____

B. Project Description:

B. Project Description Continued:

C. Estimate how many residents will benefit if this project is funded.

Has the sponsor received a Community Enhancement grant for this project in the past?
If so, amount received \$ _____

Has the sponsor received a Community Enhancement grant for the current year?
If so, is the project completed?

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

D. PROJECT BUDGET

Total Estimated Costs: _____ How were these costs estimated (quotes, catalog, previous projects, etc.)? _____

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services				
Supplies				
Capital				
Materials				
Other				
Total				

% of Total Budget provided by Sponsor: _____%

E. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

F. Will the project be completed with the proposed funding or will future funding be necessary?

G. Explain how this project helps achieve the values described in the Forest Grove Vision Statement?

Project Title: _____

Community Enhancement Project Evaluation

Evaluation Process: Following presentation of the proposals, each City Councilor will evaluate the project and allocate their share of funds available. Based on funding requests and money available, Council will determine which projects receive funding. Funding may be full, partial, or none.

Criteria: Projects must meet **one or more** of the following criteria to be eligible for funding. If not, the application will not be considered further.

- Does the project enhance the appearance and cleanliness of the area within the boundary?
- Does the project improve public safety within the boundary?
- Does it improve natural, cultural or recreational resources for public enjoyment within the boundary?
- Does the project improve transportation including pedestrian and bike routes within the boundary?
- Does the project improve the viability of commercial, industrial or residential areas within the boundary?

NOTES:

COMMUNITY ENHANCEMENT PROJECT AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Forest Grove ("City") and «SPONSOR» ("Sponsor"). The City has designated «PROJECT» as a "Community Enhancement Project". The project will be completed as proposed in your application. **If the Project did not receive total funds requested, necessary revisions to the proposed project are described in B1 below.**

Upon execution of this agreement, the parties agree as follows:

- A. The City agrees to grant the Sponsor \$«AMT_APPROVED» to assist in completing the Community Enhancement Project.
- B. The Sponsor agrees to:
 - 1. Complete all improvements and activities within the specified time as described in Sponsor's application with the following revisions, if any, due to partial funding:
 - 2. Provide all necessary administrative support to manage the project.
 - 3. Provide upon request by the City any receipts, documents, or contracts showing use of the \$«AMT_APPROVED» in grant money.
 - 4. Provide the City with a report upon completion of the project. The report should include activities completed and indicate how the grant money has been spent. Any unspent grant money shall be remitted back to the City.
 - 5. Hold the City harmless and indemnify City from any claims or causes of action of whatever nature that may arise out of Sponsor's administration of the Community Enhancement proposal.
- C. If the sponsor fails to comply with all the provisions in this agreement within the designated time, the Sponsor shall remit back to the City the full \$«AMT_APPROVED» of grant money. The deadline for completing the Community Enhancement Project may be extended upon mutual agreement by the City and the Sponsor. Such extension shall be approved in writing.
- D. If Sponsor fails to execute and return contract to City by September 30, 2011, grant is forfeited.

Signed this ____ day of _____, 2011.

City of Forest Grove

«SPONSOR»

By _____
Michael J. Sykes, City Manager

By _____
Authorized Person To Execute Contract

February 28, 2011

**FINANCIAL REPORT
FOR THE QUARTER ENDING
DECEMBER 31, 2010**

Project Team: Paul Downey, Director of Administrative Services
Susan Cole, Assistant Director of Administrative Services
Michael Sykes, City Manager

This is the quarterly financial report for the quarter ending December 31, 2010. This is the second quarter of the City's fiscal year ending June 30, 2011. If revenue or expenditures were received or expended on a consistent basis throughout the fiscal year, they should be at 50% received or spent. The attached reports show the revenues and expenditures of each department in the General Fund and the revenue and expenditures for all of the other funds.

Many revenues and expenditures are not received or spent on a regular monthly basis during the fiscal year. For expenditures, salary expenses are incurred evenly throughout the fiscal year while capital outlay expenditures can vary widely due to the timing of capital purchases.

The City is beginning its budget process and departments have been asked to project their revenues and expenditures through June 30, 2011.

General Fund

The projections show that the City should finish the year with a surplus mostly due to vacancies and departments not spending all their budgeted funds. Revenue will be flat or slightly under the amounts projected. Actual assessed value increased by 2.3% compared to a projected 3.0% increase used to prepare the budget. That should result in \$38,873 less property taxes for FY 2010-11 than was budgeted for the current year's taxes. However, prior year's property tax payments are significantly higher than budgeted and that difference is offsetting the current year's lower property taxes. Beginning Fund Balance is significantly higher than budgeted which is helping the City to manage the flattening revenue in the General Fund for now.

No department is over 50% spent at this time. Individual line items may be overspent but the departments are expected to manage the expenditures between line items.

Staff is monitoring Municipal Court. Citation volume has been declining significantly and, in the

current fiscal year, the City is barely covering the costs of operating the Court with revenue collected from traffic and parking citations.

Building Permits Fund

The Building Permits Fund is doing better than originally projected when the budget was put together. Originally, the Building Fund was projected to use about \$150,000 of reserves by the end of the fiscal year in June, but is on track to use \$100,000 in reserves by year-end. This is mainly due to a recent uptick in activity and higher than budgeted revenue. Staff is not currently looking at additional changes to this fund but will continue to monitor it on a regular basis.

Water Fund

Staff is reviewing the Water Fund revenue and expenditures. The principal financial issue for this fund is that the City is not generating much additional revenue even after a 6% rate increase in FY 2009-10 and an 8% rate increase in FY 2010-11. Commercial and industrial usage is lower due to the economy. There is little growth in residential rate revenue probably due to the economy and cooler weather last summer. The City is currently doing a water rate and SDC study, so there will be more discussion on this topic with the Council in the coming months.

100 - General Fund

Department #11 - Legislative & Executive

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420029	Portland Community College Payr	18,288	12,862	(5,426)	70%
440025	Copy Service	54	0	(54)	0%
440029	General Fund Spt Svc (522023)	307,090	307,090	0	100%
472005	Miscellaneous	0	200	200	0%
	REVENUES TOTAL	325,432	320,152	(5,280)	98%
EXPENDITURES					
511005	Regular Employee Wages	(282,603)	(130,464)	152,139	46%
511010	Part-Time Employee Wages	(9,000)	(4,226)	4,774	47%
512005	Health & Dental Benefits	(50,350)	(25,175)	25,175	50%
512008	Health Reimb Arrangement	(2,766)	(1,388)	1,378	50%
512010	Retirement	(56,153)	(26,567)	29,586	47%
512015	FICA	(22,307)	(8,779)	13,528	39%
512020	Workers Comp	(358)	(358)	0	100%
512025	Other Benefits	(1,542)	(1,151)	391	75%
512030	Other Payroll Taxes	(2,105)	(1,057)	1,048	50%
520110	Operating Supplies	(1,000)	(329)	671	33%
520120	Organization Business Expense	(8,000)	(2,919)	5,081	36%
520150	Utilities	(2,200)	(914)	1,286	42%
520180	Subscriptions & Books	(100)	(56)	44	56%
520503	Printing	(2,000)	(328)	1,672	16%
520506	Postage	(700)	(192)	508	27%
520509	Telephone	(452)	(372)	80	82%
520521	Public Information	(11,520)	(5,999)	5,521	52%
520524	Publications	(465)	(460)	6	99%
520530	Memberships	(7,124)	(4,500)	2,624	63%
520563	Sister City Contribution	(6,000)	(1,447)	4,553	24%
520578	Insurance & Bonds	(365)	(365)	0	100%
521003	Training/Conferences	(8,044)	(5,659)	2,386	70%
521004	Legislative Conferences & Trainin	(17,000)	(3,570)	13,430	21%
521006	Travel	(300)	(7)	293	2%
521150	Professional Services	(1,000)	0	1,000	0%
522003	Equipment Maint & Oper Supplies	(500)	(499)	1	100%
522012	Fuel/Oil	0	(118)	(118)	0%
522021	Equipment Fund Charges	(1,740)	(870)	870	50%
522022	Information Systems Fund Charge	(2,668)	(1,334)	1,334	50%
522309	Building/Facility Rental	(15,588)	(9,933)	5,655	64%
522312	Facility Maintenance Supplies	(500)	(133)	367	27%
	EXPENDITURES TOTAL	(514,450)	(239,168)	275,282	46%
	Department Net Totals	(189,018)	80,984		

100 - General Fund

Department #12 - Administration Services

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
432280	Healthy Benefits Grant	1,500	2,250	750	150%
440022	Lien Searches	9,750	4,845	(4,905)	50%
440025	Copy Service	240	10	(230)	4%
440028	Passport Execution Fee	9,850	3,550	(6,300)	36%
440029	General Fund Spt Svc (522023)	1,730,764	1,730,764	0	100%
440030	Reserved Parking	2,000	480	(1,520)	24%
440040	New Account Set-Up Fee	20,085	12,119	(7,966)	60%
440042	Door Hanger Fee	18,540	12,322	(6,218)	66%
450055	Business License Late Fees	0	15	15	0%
450056	Business License	30,000	22,346	(7,654)	74%
450057	Other	40	0	(40)	0%
471030	Bond Refinancing Proceeds	11,800	11,979	179	102%
472005	Miscellaneous	6,500	2,726	(3,774)	42%
480006	Reimbursements	5,000	2	(4,998)	0%
	REVENUES TOTAL	1,846,069	1,803,409	(42,660)	98%
EXPENDITURES					
511005	Regular Employee Wages	(854,925)	(401,500)	453,425	47%
511010	Part-Time Employee Wages	(64,000)	(33,172)	30,829	52%
511015	Overtime	(2,400)	0	2,400	0%
511020	Temporary Employee Wages	0	(5,075)	(5,075)	0%
512005	Health & Dental Benefits	(241,307)	(121,405)	119,902	50%
512008	Health Reimb Arrangement	(8,812)	(4,338)	4,474	49%
512010	Retirement	(170,932)	(80,131)	90,801	47%
512015	FICA	(70,481)	(33,223)	37,258	47%
512020	Workers Comp	(4,523)	(4,526)	(3)	100%
512025	Other Benefits	(4,776)	(2,357)	2,419	49%
512030	Other Payroll Taxes	(6,825)	(2,053)	4,772	30%
520110	Operating Supplies	(8,000)	(2,863)	5,137	36%
520120	Organization Business Expense	(6,350)	(2,614)	3,736	41%
520150	Utilities	(7,100)	(3,252)	3,848	46%
520180	Subscriptions & Books	(800)	(160)	640	20%
520200	Computer Software Maintenance	(65,129)	(29,814)	35,315	46%
520220	Small Equipment	(4,700)	(2,407)	2,293	51%
520503	Printing	(15,670)	(8,602)	7,068	55%
520506	Postage	(63,400)	(48,878)	14,522	77%
520509	Telephone	(5,950)	(2,154)	3,796	36%
520521	Public Information	(3,500)	(61)	3,439	2%
520524	Publications	(1,135)	(467)	668	41%
520530	Memberships	(18,795)	(17,670)	1,125	94%
520533	Recruiting Expenses	(2,500)	(85)	2,415	3%
520557	Intergovernmental Services	(5,809)	(3,325)	2,484	57%
520560	Senior Center	(17,500)	(10,809)	6,691	62%
520578	Insurance & Bonds	(8,741)	(8,741)	0	100%
521003	Training/Conferences	(22,600)	(8,333)	14,267	37%
521006	Travel	(1,500)	(18)	1,482	1%
521113	Attorney Services	(60,000)	(14,436)	45,564	24%
521150	Professional Services	(39,200)	(8,337)	30,863	21%
521165	Contracts for Services	(6,500)	(1,930)	4,570	30%
521168	Misc Medical Services	0	(76)	(76)	0%
521171	Financial Services, Auditing, Inve:	(58,300)	(37,850)	20,450	65%
521172	Bank Service Fees	(5,000)	(620)	4,380	12%

100 - General Fund

Department #12 - Administration Services

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
522003	Equipment Maint & Oper Supplies	(27,600)	(6,112)	21,488	22%
522021	Equipment Fund Charges	(5,869)	(2,935)	2,934	50%
522022	Information Systems Fund Charge	(82,260)	(41,130)	41,130	50%
522303	Custodial	(6,900)	(2,490)	4,410	36%
522306	Rents & Leases	(1,150)	0	1,150	0%
522309	Building/Facility Rental	(21,860)	(10,928)	10,932	50%
522312	Facility Maintenance Supplies	(5,600)	(1,955)	3,645	35%
522315	Facility Mnt/Repairs	(94,500)	(36,238)	58,262	38%
	EXPENDITURES TOTAL	(2,102,899)	(1,003,068)	1,099,831	48%
	Department Net Totals	(256,830)	800,340		

100 - General Fund

Department #13 - Municipal Court

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
460115	Parking Fines (PK)	12,150	4,713	(7,437)	39%
460120	Traffic Fines (TR)	192,245	75,212	(117,033)	39%
460125	PD Ordinance Fines	1,000	695	(305)	70%
460126	CD Code Violation Fines	0	100	100	0%
460130	Marijuana Fines/Fees (ML)	1,900	1,885	(15)	99%
460135	Minor in Possession Fines/Fees (I)	4,050	4,097	47	101%
480006	Reimbursements	12,195	6,378	(5,817)	52%
	REVENUES TOTAL	223,540	93,080	(130,460)	42%
EXPENDITURES					
511005	Regular Employee Wages	(54,965)	(25,319)	29,646	46%
511010	Part-Time Employee Wages	(44,311)	(18,822)	25,489	42%
512005	Health & Dental Benefits	(11,970)	(5,985)	5,985	50%
512008	Health Reimb Arrangement	(539)	(269)	270	50%
512010	Retirement	(10,947)	(5,156)	5,791	47%
512015	Fica	(7,595)	(3,325)	4,270	44%
512020	Workers Comp	(126)	(126)	0	100%
512025	Other Benefits	(537)	(247)	290	46%
512030	Other Payroll Taxes	(727)	(321)	406	44%
520110	Operating Supplies	(1,000)	(51)	949	5%
520120	Organization Business Expense	(200)	(16)	184	8%
520200	Computer Software Maintenance	(6,200)	(6,152)	48	99%
520220	Small Equipment	(200)	0	200	0%
520503	Printing	(400)	(4)	396	1%
520506	Postage	(1,150)	(172)	978	15%
520509	Telephone	(250)	(99)	151	40%
520521	Public Information	(100)	0	100	0%
520524	Publications	(500)	(25)	475	5%
520530	Memberships	(185)	(85)	100	46%
520539	Assessment - County	(8,600)	(2,322)	6,278	27%
520540	State Crt Security Asmt (SCSF)	(4,800)	(1,186)	3,614	25%
520557	Intergovernmental Services	(700)	(172)	529	25%
520566	Assessment - State	(42,500)	(10,735)	31,765	25%
520578	Insurance & Bonds	(327)	(327)	0	100%
521003	Training/Conferences	(2,600)	0	2,600	0%
521150	Professional Services	(3,900)	(1,623)	2,278	42%
521172	Bank Service Fees	(1,500)	(621)	879	41%
522022	Information Systems Fund Charge	(6,476)	(3,238)	3,238	50%
522309	Building/Facility Rental	(784)	(394)	390	50%
	EXPENDITURES TOTAL	(214,089)	(86,790)	127,299	41%
	Department Net Totals	9,451	6,289		

100 - General Fund

Department #14 - Library

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420035	W.C.C.L.S.	650,466	520,373	(130,093)	80%
430601	Public Library Support Grant	3,800	0	(3,800)	0%
440019	WCCLS Collection Agency Charg	1,000	441	(559)	44%
440021	Library Charges	4,000	1,680	(2,320)	42%
440023	Print Fees	2,500	1,659	(841)	66%
440025	Copy Service	120	679	559	566%
440301	Rental Income	575	504	(71)	88%
450057	Other	20	34	14	171%
460500	Library Late Fines	16,000	12,014	(3,986)	75%
471020	Unrestricted Donations	1,000	98	(902)	10%
471022	Restricted Library Memorials	1,000	50	(950)	5%
REVENUES TOTAL		680,481	537,532	(142,949)	79%
EXPENDITURES					
511005	Regular Employee Wages	(337,640)	(157,588)	180,052	47%
511010	Part-Time Employee Wages	(225,177)	(105,461)	119,716	47%
511021	Unemployment Compensation	0	(491)	(491)	0%
512005	Health & Dental Benefits	(75,849)	(35,099)	40,750	46%
512008	Health Reimb Arrangement	(4,021)	(1,962)	2,059	49%
512010	Retirement	(67,618)	(31,846)	35,772	47%
512015	FICA	(43,056)	(19,594)	23,462	46%
512020	Workers Comp	(713)	(713)	0	100%
512025	Other Benefits	(2,623)	(1,179)	1,444	45%
512030	Other Payroll Taxes	(4,196)	(1,933)	2,263	46%
520110	Operating Supplies	(5,000)	(2,008)	2,992	40%
520120	Organization Business Expense	(100)	(22)	78	22%
520140	Library Materials	(79,850)	(20,821)	59,029	26%
520150	Utilities	(1,424)	(723)	701	51%
520506	Postage	(1,900)	(412)	1,488	22%
520509	Telephone	(2,400)	(741)	1,659	31%
520521	Public Information	(1,800)	(370)	1,430	21%
520530	Memberships	(850)	(505)	345	59%
520536	Customer Refunds	(300)	(46)	254	15%
520557	Intergovernmental Services	(1,950)	(801)	1,149	41%
520578	Insurance & Bonds	(7,388)	(7,388)	0	100%
521003	Training/Conferences	(1,000)	(100)	900	10%
521006	Travel	(500)	0	500	0%
521165	Contracts for Services	(6,575)	(1,421)	5,154	22%
522003	Equipment Maint & Oper Supplies	(4,250)	(723)	3,527	17%
522021	Equipment Fund Charges	(1,740)	(870)	870	50%
522022	Information Systems Fund Charge	(22,135)	(11,068)	11,067	50%
522312	Facility Maintenance Supplies	(4,000)	(2,654)	1,346	66%
522315	Facility Mnt/Repairs	(4,350)	(1,578)	2,772	36%
EXPENDITURES TOTAL		(908,405)	(408,116)	500,289	45%
Department Net Totals		(227,924)	129,416		

100 - General Fund

Department #15 - Aquatics

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440004	Swimming Pool	253,030	132,989	(120,041)	53%
440010	Lockers/Vending Machines	12,000	7,961	(4,039)	66%
	REVENUES TOTAL	265,030	140,950	(124,080)	53%
EXPENDITURES					
511005	Regular Employee Wages	(135,686)	(63,729)	71,957	47%
511010	Part-Time Employee Wages	(184,911)	(77,300)	107,611	42%
511021	Unemployment Compensation	0	(1)	(1)	0%
512005	Health & Dental Benefits	(32,520)	(17,733)	14,787	55%
512008	Health Reimb Arrangement	(1,535)	(1,071)	464	70%
512010	Retirement	(26,983)	(12,702)	14,281	47%
512015	FICA	(24,832)	(10,399)	14,433	42%
512020	Workers Comp	(6,534)	(6,534)	0	100%
512025	Other Benefits	(1,551)	(571)	980	37%
512030	Other Payroll Taxes	(2,519)	(1,097)	1,422	44%
520110	Operating Supplies	(28,600)	(9,078)	19,522	32%
520120	Organization Business Expense	(400)	(128)	273	32%
520130	Personnel Uniforms & Equipment	(300)	0	300	0%
520150	Utilities	(98,800)	(31,275)	67,525	32%
520220	Small Equipment	(5,250)	(3,544)	1,706	68%
520503	Printing	(2,550)	(329)	2,221	13%
520506	Postage	(500)	(98)	402	20%
520509	Telephone	(620)	(188)	432	30%
520521	Public Information	(1,600)	(529)	1,071	33%
520530	Memberships	(250)	0	250	0%
520557	Intergovernmental Services	(1,000)	(1,139)	(139)	114%
520578	Insurance & Bonds	(6,306)	(6,306)	0	100%
521003	Training/Conferences	(1,550)	(718)	832	46%
521150	Professional Services	0	(32)	(32)	0%
522003	Equipment Maint & Oper Supplies	(1,150)	(1,959)	(809)	170%
522021	Equipment Fund Charges	(1,740)	(870)	870	50%
522022	Information Systems Fund Charge	(3,682)	(1,841)	1,841	50%
522312	Facility Maintenance Supplies	(12,300)	(3,229)	9,071	26%
522315	Facility Mnt/Repairs	(25,450)	(10,826)	14,624	43%
	EXPENDITURES TOTAL	(609,119)	(263,225)	345,894	43%
	Department Net Totals	(344,089)	(122,275)		

100 - General Fund

Department #16 - Parks & Recreation

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440007	Recreation User Fees	19,594	10,534	(9,060)	54%
440029	General Fund Spt Svc (522023)	86,842	86,842	0	100%
440301	Rental Income	575	0	(575)	0%
471020	Unrestricted Donations	0	1,000	1,000	0%
480006	Reimbursements	0	1,227	1,227	0%
	REVENUES TOTAL	107,011	99,603	(7,408)	93%
EXPENDITURES					
511005	Regular Employee Wages	(236,028)	(110,579)	125,449	47%
511010	Part-Time Employee Wages	(45,427)	0	45,427	0%
511020	Temporary Employee Wages	0	(19,065)	(19,065)	0%
511021	Unemployment Compensation	(2,500)	(1,989)	511	80%
512005	Health & Dental Benefits	(48,699)	(24,349)	24,350	50%
512008	Health Reimb Arrangement	(2,333)	(935)	1,398	40%
512010	Retirement	(47,369)	(22,972)	24,397	48%
512015	FICA	(21,943)	(9,787)	12,156	45%
512020	Workers Comp	(6,544)	(6,544)	0	100%
512025	Other Benefits	(1,062)	(782)	280	74%
512030	Other Payroll Taxes	(2,140)	(945)	1,195	44%
520110	Operating Supplies	(2,100)	(507)	1,593	24%
520120	Organization Business Expense	(100)	(70)	30	70%
520130	Personnel Uniforms & Equipment	(2,100)	(942)	1,158	45%
520150	Utilities	(4,475)	(1,647)	2,828	37%
520220	Small Equipment	(8,050)	(1,347)	6,703	17%
520506	Postage	(150)	0	150	0%
520509	Telephone	(2,735)	(576)	2,159	21%
520521	Public Information	(200)	0	200	0%
520530	Memberships	(1,170)	(475)	695	41%
520557	Intergovernmental Services	(450)	(158)	293	35%
520578	Insurance & Bonds	(2,042)	(2,042)	0	100%
521003	Training/Conferences	(1,855)	(620)	1,235	33%
521150	Professional Services	(14,700)	(2,211)	12,490	15%
521168	Misc Medical Services	0	(78)	(78)	0%
522003	Equipment Maint & Oper Supplies	(2,500)	(634)	1,866	25%
522012	Fuel/Oil	0	(416)	(416)	0%
522021	Equipment Fund Charges	(65,186)	(32,594)	32,592	50%
522022	Information Systems Fund Charge	(1,422)	(711)	711	50%
522306	Rents & Leases	(500)	0	500	0%
522312	Facility Maintenance Supplies	(20,800)	(8,222)	12,578	40%
522315	Facility Mnt/Repairs	(11,200)	(9,144)	2,056	82%
	EXPENDITURES TOTAL	(555,780)	(260,341)	295,439	47%
	Department Net Totals	(448,769)	(160,737)		

100 - General Fund

Department #18 - Non-Departmental

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
411003	Property Taxes	4,443,268	4,028,474	(414,794)	91%
411010	Local Option Levy	1,516,512	1,371,627	(144,885)	90%
411150	Property Tax Prior Years	135,000	154,110	19,110	114%
413001	Franchise Tax	564,962	145,944	(419,018)	26%
420020	State Revenue Sharing	177,207	83,062	(94,145)	47%
420055	Metro Construction Excise Tax	30,000	15,557	(14,443)	52%
422045	Transient Room Tax	48,000	27,973	(20,027)	58%
422055	SD15 Construction Excise Tax	100,000	80,439	(19,561)	80%
470105	Interest	75,000	11,244	(63,756)	15%
480050	In-Lieu of Tax	874,841	883,635	8,794	101%
481005	Transfer from Other Funds	19,663	19,663	0	100%
495005	Fund Bal Avail. for Approp.	4,163,503	4,373,806	210,303	105%
	REVENUES TOTAL	12,147,956	11,195,535	(952,421)	92%
EXPENDITURES					
520547	Metro Construction Excise Tax	(28,500)	(12,248)	16,252	43%
520549	SD15 Construction Excise Tax Pa	(96,000)	(37,965)	58,035	40%
570124	Transfer to Building Fund	(20,000)	0	20,000	0%
570127	Transfer to Other Funds	(545,000)	0	545,000	0%
580206	Contingency	(1,227,535)	0	1,227,535	0%
590304	Unapp Fund Balance	(2,400,000)	0	2,400,000	0%
	EXPENDITURES TOTAL	(4,317,035)	(50,213)	4,266,822	1%
	Department Net Totals	7,830,921	11,145,322		

100 - General Fund

Department #21 - Police

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420005	Alcoholic Beverages	246,768	152,429	(94,339)	62%
430328	Justice Assistance Grant	0	3,574	3,574	0%
430335	DEC/DUII Police Grant	0	3,110	3,110	0%
440025	Copy Service	2,515	1,675	(840)	67%
450050	Liquor Licenses	1,700	635	(1,065)	37%
450051	Police Permits	0	33	33	0%
450057	Other	440	281	(159)	64%
450225	Impound Fees	1,030	300	(730)	29%
460105	State Court Fines	36,775	12,710	(24,065)	35%
471021	Donations	0	630	630	0%
472005	Miscellaneous	1,000	1,413	413	141%
480006	Reimbursements	5,000	2,890	(2,110)	58%
480009	TriMet Officer Reimbursement	122,960	45,958	(77,002)	37%
480010	SRO Reimbursement	53,330	0	(53,330)	0%
480011	Overtime Reimbursement	10,500	2,333	(8,167)	22%
	REVENUES TOTAL	482,018	227,970	(254,048)	47%
EXPENDITURES					
511005	Regular Employee Wages	(2,330,284)	(1,020,642)	1,309,642	44%
511010	Part-Time Employee Wages	(39,450)	(15,200)	24,250	39%
511015	Overtime	(152,048)	(67,455)	84,593	44%
511021	Unemployment Compensation	(8,000)	(996)	7,004	12%
512005	Health & Dental Benefits	(451,156)	(215,621)	235,535	48%
512008	Health Reimb Arrangement	(31,861)	(22,088)	9,773	69%
512010	Retirement	(430,353)	(186,520)	243,833	43%
512015	FICA	(192,916)	(83,625)	109,291	43%
512020	Workers Comp	(65,591)	(65,591)	0	100%
512025	Other Benefits	(12,248)	(6,628)	5,620	54%
512030	Other Payroll Taxes	(18,371)	(7,938)	10,433	43%
520110	Operating Supplies	(20,207)	(3,189)	17,018	16%
520120	Organization Business Expense	(1,005)	(668)	337	66%
520130	Personnel Uniforms & Equipment	(16,195)	(6,165)	10,030	38%
520150	Utilities	(2,475)	(1,294)	1,181	52%
520220	Small Equipment	(2,500)	(288)	2,212	12%
520225	Reserve Officer Expenses	0	(3,847)	(3,847)	0%
520270	Miscellaneous	(500)	(506)	(6)	101%
520503	Printing	(4,293)	(865)	3,428	20%
520506	Postage	(2,000)	(588)	1,412	29%
520509	Telephone	(15,825)	(4,466)	11,359	28%
520521	Public Information	(2,409)	(1,614)	795	67%
520524	Publications	(1,558)	0	1,558	0%
520530	Memberships	(2,807)	(1,072)	1,735	38%
520557	Intergovernmental Services	(10,123)	(2,938)	7,185	29%
520558	WCCCA	(166,137)	(125,171)	40,966	75%
520578	Insurance & Bonds	(28,441)	(28,441)	0	100%
521003	Training/Conferences	(25,200)	(8,815)	16,385	35%
521150	Professional Services	(5,536)	(3,699)	1,837	67%
521168	Misc Medical Services	(3,717)	(5,205)	(1,488)	140%
522003	Equipment Maint & Oper Supplies	(4,258)	(749)	3,509	18%
522009	Vehicle Maint & Oper Supplies	(1,000)	0	1,000	0%
522010	Vehicle Maint External	(500)	(5)	495	1%
522021	Equipment Fund Charges	(149,430)	(74,718)	74,712	50%

100 - General Fund**Department #21 - Police**

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
522022	Information Systems Fund Charge	(24,197)	(12,099)	12,098	50%
522306	Rents & Leases	(6,060)	(5,587)	473	92%
522312	Facility Maintenance Supplies	(1,611)	(1,419)	192	88%
522315	Facility Mnt/Repairs	(3,520)	(1,081)	2,439	31%
	EXPENDITURES TOTAL	(4,233,782)	(1,986,793)	2,246,989	47%
	Department Net Totals	(3,751,764)	(1,758,823)		

100 - General Fund

Department #22 - Fire

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420015	Cigarette	32,340	17,088	(15,252)	53%
420050	Rural Fire District	429,098	217,335	(211,763)	51%
430214	Homeland Security Grant	20,000	0	(20,000)	0%
440025	Copy Service	70	20	(50)	29%
472005	Miscellaneous	0	246	246	0%
480015	Fire Dept Reimbursement	150	25,754	25,604	#####%
480017	Fire Dept Inspection Reimburse	4,500	2,773	(1,727)	62%
	REVENUES TOTAL	486,158	263,216	(222,942)	54%
EXPENDITURES					
511005	Regular Employee Wages	(1,388,605)	(650,298)	738,307	47%
511010	Part-Time Employee Wages	(16,470)	(6,046)	10,424	37%
511015	Overtime	(87,080)	(65,444)	21,636	75%
511019	Volunteer Firefighter Stipend	(58,000)	(28,341)	29,659	49%
511020	Temporary Employee Wages	(20,000)	(6,680)	13,320	33%
512005	Health & Dental Benefits	(273,047)	(135,026)	138,021	49%
512008	Health Reimb Arrangement	(12,902)	(6,406)	6,496	50%
512010	Retirement	(265,479)	(122,518)	142,961	46%
512015	FICA	(119,973)	(55,898)	64,075	47%
512020	Workers Comp	(28,099)	(28,099)	0	100%
512025	Other Benefits	(7,608)	(4,433)	3,175	58%
512030	Other Payroll Taxes	(11,472)	(5,479)	5,993	48%
512035	Volunteer Fringe Benefits	(2,646)	0	2,646	0%
520110	Operating Supplies	(15,000)	(8,233)	6,767	55%
520120	Organization Business Expense	(4,300)	(2,183)	2,117	51%
520130	Personnel Uniforms & Equipment	(14,000)	(14,470)	(470)	103%
520150	Utilities	(23,750)	(5,404)	18,346	23%
520220	Small Equipment	(8,000)	(5,214)	2,786	65%
520230	Tools- 50/50	(35,800)	(11,867)	23,933	33%
520300	Emergency Operations Center	(3,000)	(199)	2,801	7%
520503	Printing	(700)	(8)	692	1%
520506	Postage	(900)	(151)	749	17%
520509	Telephone	(4,000)	(2,942)	1,058	74%
520521	Public Information	(2,000)	(602)	1,398	30%
520524	Publications	(1,490)	(1,241)	249	83%
520530	Memberships	(1,000)	(650)	350	65%
520557	Intergovernmental Services	(1,400)	(583)	818	42%
520558	WCCCA	(122,059)	(91,356)	30,703	75%
520578	Insurance & Bonds	(27,088)	(27,088)	0	100%
521003	Training/Conferences	(25,600)	(13,501)	12,099	53%
521150	Professional Services	(65,540)	(22,275)	43,265	34%
521165	Contracts for Services	(10,000)	0	10,000	0%
521168	Misc Medical Services	(500)	(2,151)	(1,651)	430%
522003	Equipment Maint & Oper Supplies	(5,000)	(2,249)	2,752	45%
522009	Vehicle Maint & Oper Supplies	(50,000)	(25,421)	24,579	51%
522012	Fuel/Oil	(24,500)	(10,461)	14,039	43%
522021	Equipment Fund Charges	(2,000)	(998)	1,002	50%
522022	Information Systems Fund Charge	(15,455)	(7,728)	7,727	50%
522303	Custodial	(1,000)	(310)	690	31%
522312	Facility Maintenance Supplies	(3,000)	(1,808)	1,192	60%
522315	Facility Mnt/Repairs	(9,000)	(4,705)	4,295	52%

100 - General Fund

Department #22 - Fire

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
	EXPENDITURES TOTAL	(2,767,463)	(1,378,465)	1,388,998	50%
	Department Net Totals	(2,281,305)	(1,115,249)		

100 - General Fund

Department #31 - Planning

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
430460	SHPO Grant	0	11,435	11,435	0%
430587	Grant Match - Other Agencies	85,000	0	(85,000)	0%
440020	Code Enforcement Revenue	1,000	854	(146)	85%
440025	Copy Service	110	15	(95)	14%
440029	General Fund Spt Svc (522023)	55,362	55,362	0	100%
450054	Metro Business License	8,084	12,835	4,751	159%
450057	Other	100	0	(100)	0%
450101	Planning Fees	41,637	28,142	(13,495)	68%
471021	Donations	0	25	25	0%
472020	Forestry Run	1,800	0	(1,800)	0%
	REVENUES TOTAL	193,093	108,669	(84,424)	56%
EXPENDITURES					
511005	Regular Employee Wages	(238,852)	(110,585)	128,267	46%
511021	Unemployment Compensation	(1,500)	0	1,500	0%
512005	Health & Dental Benefits	(32,489)	(16,057)	16,432	49%
512008	Health Reimb Arrangement	(2,370)	(1,163)	1,207	49%
512010	Retirement	(48,127)	(22,404)	25,723	47%
512015	FICA	(18,272)	(8,205)	10,067	45%
512020	Workers Comp	(303)	(305)	(2)	101%
512025	Other Benefits	(1,120)	(793)	327	71%
512030	Other Payroll Taxes	(1,735)	(790)	945	46%
520110	Operating Supplies	(2,912)	(297)	2,615	10%
520120	Organization Business Expense	(1,120)	(83)	1,037	7%
520170	Code Enforcement Expenditures	(4,500)	(4,211)	289	94%
520190	Computer Software	(600)	0	600	0%
520200	Computer Software Maintenance	(1,250)	0	1,250	0%
520503	Printing	(4,150)	0	4,150	0%
520506	Postage	(2,200)	(661)	1,539	30%
520509	Telephone	(800)	(425)	375	53%
520521	Public Information	(6,577)	(1,634)	4,943	25%
520524	Publications	(1,200)	0	1,200	0%
520530	Memberships	(2,075)	(155)	1,920	7%
520557	Intergovernmental Services	(6,800)	0	6,800	0%
520569	Forestry Commission	(2,386)	(20)	2,366	1%
520578	Insurance & Bonds	(468)	(468)	0	100%
521003	Training/Conferences	(1,300)	(203)	1,097	16%
521113	Attorney Services	(14,500)	(4,618)	9,882	32%
521150	Professional Services	(85,000)	0	85,000	0%
522003	Equipment Maint & Oper Supplies	(4,080)	(206)	3,874	5%
522021	Equipment Fund Charges	(1,740)	(870)	870	50%
522022	Information Systems Fund Charge	(4,133)	(2,067)	2,066	50%
522309	Building/Facility Rental	(1,573)	(787)	786	50%
523006	SHPO Grant Expense	0	(103)	(103)	0%
	EXPENDITURES TOTAL	(494,132)	(177,110)	317,022	36%
	Department Net Totals	(301,039)	(68,441)		

100 - General Fund

Department #51 - Engineering

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440025	Copy Service	891	910	19	102%
440029	General Fund Spt Svc (522023)	538,402	538,402	0	100%
450122	Engineering Inspection Fees	25,000	1,949	(23,051)	8%
	REVENUES TOTAL	564,293	541,261	(23,032)	96%
EXPENDITURES					
511005	Regular Employee Wages	(361,766)	(163,406)	198,360	45%
511010	Part-Time Employee Wages	0	(1,198)	(1,198)	0%
511015	Overtime	(2,400)	0	2,400	0%
511020	Temporary Employee Wages	0	(3,859)	(3,859)	0%
512005	Health & Dental Benefits	(49,313)	(30,156)	19,157	61%
512008	Health Reimb Arrangement	(3,066)	(1,390)	1,676	45%
512010	Retirement	(72,345)	(32,270)	40,075	45%
512015	FICA	(27,859)	(12,534)	15,325	45%
512020	Workers Comp	(2,957)	(2,957)	0	100%
512025	Other Benefits	(1,909)	(1,351)	558	71%
512030	Other Payroll Taxes	(2,676)	(1,213)	1,463	45%
520110	Operating Supplies	(3,000)	(639)	2,361	21%
520120	Organization Business Expense	(250)	(55)	196	22%
520130	Personnel Uniforms & Equipment	(710)	0	710	0%
520190	Computer Software	(3,000)	(2,983)	17	99%
520220	Small Equipment	(3,300)	0	3,300	0%
520503	Printing	(2,100)	(779)	1,321	37%
520506	Postage	(550)	(1,002)	(452)	182%
520509	Telephone	(2,940)	(675)	2,265	23%
520521	Public Information	0	(711)	(711)	0%
520524	Publications	(990)	(28)	962	3%
520530	Memberships	(1,600)	(792)	808	50%
520557	Intergovernmental Services	(650)	0	650	0%
520578	Insurance & Bonds	(961)	(961)	0	100%
521003	Training/Conferences	(2,550)	0	2,550	0%
521113	Attorney Services	(6,000)	0	6,000	0%
521150	Professional Services	(20,520)	0	20,520	0%
522003	Equipment Maint & Oper Supplies	(4,060)	(1,110)	2,950	27%
522021	Equipment Fund Charges	(14,088)	(7,044)	7,044	50%
522022	Information Systems Fund Charge	(12,267)	(6,134)	6,133	50%
522306	Rents & Leases	(100)	0	100	0%
	EXPENDITURES TOTAL	(603,927)	(273,245)	330,682	45%
	Department Net Totals	(39,634)	268,015		

100 - General Fund

Department #51 - Engineering

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
	Fund Total Revenues	17,321,081	15,331,375		
	Fund Total Expenditures	(17,321,081)	(6,126,535)		
	Fund Net	0	9,204,841		

100 - General Fund

Department #51 - Engineering

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
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205 - Building Permits Fund
Department #32 - Building Services
For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440025	Copy Service	100	43	(57)	43%
450074	Structural Building Permits	80,095	144,890	64,795	181%
450076	Manufactured Home Permits	360	0	(360)	0%
450078	Plumbing Permits	25,862	22,417	(3,445)	87%
450080	Mechanical Permits	9,151	7,234	(1,917)	79%
450082	Structural State Surcharge	9,611	11,069	1,458	115%
450084	Manuf. Housing State Surcharge	43	0	(43)	0%
450086	Plumbing State Surcharge	3,103	2,584	(519)	83%
450088	Mechanical Plans St. Surcharge	1,098	868	(230)	79%
450106	Structural Plan Review Fees	101,878	203	(101,675)	0%
450108	Plumbing Plan Review Fees	0	797	797	0%
450110	Mechanical Plan Review Fees	1,406	1,355	(51)	96%
450112	FL&S Plan Review Fees	2,500	3,019	519	121%
450124	Erosion Control Fees	12,500	9,650	(2,850)	77%
450126	Misc - Reinspect & Invstg Fee	500	0	(500)	0%
470105	Interest	3,156	681	(2,475)	22%
495005	Fund Bal Avail. for Approp.	313,355	420,603	107,248	134%
	REVENUES TOTAL	564,718	625,411	60,693	111%
EXPENDITURES					
511005	Regular Employee Wages	(194,921)	(91,151)	103,770	47%
512005	Health & Dental Benefits	(33,049)	(16,712)	16,337	51%
512008	Health Reimb Arrangement	(1,924)	(974)	950	51%
512010	Retirement	(39,061)	(18,676)	20,385	48%
512015	FICA	(14,912)	(6,888)	8,024	46%
512020	Workers Comp	(1,243)	(1,241)	2	100%
512025	Other Benefits	(922)	(624)	298	68%
512030	Other Payroll Taxes	(1,420)	(651)	769	46%
520110	Operating Supplies	(975)	(275)	700	28%
520120	Organization Business Expense	(300)	0	300	0%
520190	Computer Software	(3,560)	0	3,560	0%
520200	Computer Software Maintenance	0	(1,620)	(1,620)	0%
520503	Printing	(800)	(418)	382	52%
520506	Postage	(200)	(48)	152	24%
520509	Telephone	(1,850)	(614)	1,236	33%
520521	Public Information	(750)	0	750	0%
520524	Publications	(3,000)	0	3,000	0%
520530	Memberships	(950)	(700)	250	74%
520557	Intergovernmental Services	(33,856)	(15,735)	18,121	46%
520578	Insurance & Bonds	(515)	(515)	0	100%
521003	Training/Conferences	(8,000)	(900)	7,100	11%
521113	Attorney Services	(2,000)	(1,712)	288	86%
521150	Professional Services	(700)	(793)	(93)	113%
521172	Bank Service Fees	(150)	(44)	106	29%
522003	Equipment Maint & Oper Supplies	(900)	(272)	628	30%
522021	Equipment Fund Charges	(7,692)	(3,846)	3,846	50%
522022	Information Systems Fund Charge	(6,153)	(3,077)	3,076	50%
522023	General Fund Admin Services	(43,007)	(43,007)	0	100%
580206	Contingency	(111,908)	0	111,908	0%
590304	Unapp Fund Balance	(50,000)	0	50,000	0%
	EXPENDITURES TOTAL	(564,718)	(210,493)	354,225	37%

205 - Building Permits Fund

Department #32 - Building Services

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
	Department Net Totals	0	414,918		
	Fund Total Revenues	564,718	625,411		
	Fund Total Expenditures	(564,718)	(210,493)		
	Fund Net	0	414,918		

210 - Street Fund

Department #52 - Streets & Traffic

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
422015	State Gas Tax	840,600	482,032	(358,568)	57%
422025	County Gas Tax	84,809	43,091	(41,718)	51%
450057	Other	109,000	1,915	(107,085)	2%
450100	Street Improv Fee-N Central Proje	0	2,100	2,100	0%
470105	Interest	7,438	713	(6,725)	10%
495005	Fund Bal Avail. for Approp.	743,815	918,128	174,313	123%
	REVENUES TOTAL	1,785,662	1,447,979	(337,683)	81%
EXPENDITURES					
511005	Regular Employee Wages	(149,916)	(67,421)	82,495	45%
511015	Overtime	(6,624)	(661)	5,963	10%
512005	Health & Dental Benefits	(40,780)	(18,444)	22,336	45%
512008	Health Reimb Arrangement	(1,491)	(654)	837	44%
512010	Retirement	(30,270)	(13,721)	16,549	45%
512015	FICA	(11,975)	(5,206)	6,769	43%
512020	Workers Comp	(5,493)	(5,493)	0	100%
512025	Other Benefits	(704)	(443)	261	63%
512030	Other Payroll Taxes	(1,168)	(456)	712	39%
520110	Operating Supplies	(2,000)	(793)	1,207	40%
520120	Organization Business Expense	(350)	(34)	316	10%
520130	Personnel Uniforms & Equipment	(2,000)	(1,116)	884	56%
520150	Utilities	(80,000)	(33,700)	46,300	42%
520190	Computer Software	(2,500)	(733)	1,767	29%
520220	Small Equipment	(3,500)	(5,460)	(1,960)	156%
520240	Construction Supplies	(83,000)	(5,272)	77,728	6%
520280	Street Light Maint. (610-430110)	(73,000)	0	73,000	0%
520503	Printing	(800)	(434)	366	54%
520506	Postage	(100)	(17)	83	17%
520509	Telephone	(650)	(376)	274	58%
520521	Public Information	(500)	(338)	162	68%
520524	Publications	(300)	0	300	0%
520557	Intergovernmental Services	(21,800)	(6,023)	15,777	28%
520578	Insurance & Bonds	(5,448)	(5,448)	0	100%
521003	Training/Conferences	(1,100)	(400)	700	36%
521113	Attorney Services	0	(1,266)	(1,266)	0%
521150	Professional Services	(2,950)	(1,637)	1,313	55%
521168	Misc Medical Services	0	(228)	(228)	0%
521172	Bank Service Fees	(600)	(351)	249	58%
522003	Equipment Maint & Oper Supplies	(1,200)	(12)	1,188	1%
522012	Fuel/Oil	0	(185)	(185)	0%
522021	Equipment Fund Charges	(77,425)	(38,713)	38,712	50%
522022	Information Systems Fund Charge	(1,484)	(742)	742	50%
522023	General Fund Admin Services	(403,302)	(403,302)	0	100%
522306	Rents & Leases	(7,600)	(950)	6,650	13%
522309	Building/Facility Rental	(3,132)	(1,566)	1,566	50%
522312	Facility Maintenance Supplies	(500)	0	500	0%
550181	Major Tools & Work Equipment	(7,000)	(3,750)	3,250	54%
550563	Construction Maintenance	(180,000)	(188,493)	(8,493)	105%
550575	Street Construction	(109,000)	(109,000)	0	100%
580206	Contingency	(150,000)	0	150,000	0%
590304	Unapp Fund Balance	(316,000)	0	316,000	0%

210 - Street Fund

Department #52 - Streets & Traffic

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
	EXPENDITURES TOTAL	(1,785,662)	(922,839)	862,823	52%
	Department Net Totals	0	525,140		
	Fund Total Revenues	1,785,662	1,447,979		
	Fund Total Expenditures	(1,785,662)	(922,839)		
	Fund Net	0	525,140		

212 - Street Tree Fund

Department #31 - Planning

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
450140	Tree Planting Fees	12,000	0	(12,000)	0%
470105	Interest	750	134	(616)	18%
495005	Fund Bal Avail. for Approp.	72,885	74,318	1,433	102%
	REVENUES TOTAL	85,635	74,453	(11,183)	87%
EXPENDITURES					
520290	Street Tree Planting	(85,635)	(5)	85,630	0%
	EXPENDITURES TOTAL	(85,635)	(5)	85,630	0%
	Department Net Totals	0	74,448		
	Fund Total Revenues	85,635	74,453		
	Fund Total Expenditures	(85,635)	(5)		
	Fund Net	0	74,448		

215 - 911 Emergency Fund
 Department #20 - Debt Service
 For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
422035	911 Emergency Tax	120,000	52,305	(67,695)	44%
	REVENUES TOTAL	120,000	52,305	(67,695)	44%
EXPENDITURES					
520557	Intergovernmental Services	(120,000)	(52,305)	67,695	44%
	EXPENDITURES TOTAL	(120,000)	(52,305)	67,695	44%
	Department Net Totals	0	0		
	Fund Total Revenues	120,000	52,305		
	Fund Total Expenditures	(120,000)	(52,305)		
	Fund Net	0	0		

220 - Forfeiture Sharing Fund

Department #21 - Police

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
460150	Forfeiture Sharing Revenue	10,000	0	(10,000)	0%
495005	Fund Bal Avail. for Approp.	0	46	46	0%
	REVENUES TOTAL	10,000	46	(9,954)	0%
EXPENDITURES					
520220	Small Equipment	(10,000)	0	10,000	0%
	EXPENDITURES TOTAL	(10,000)	0	10,000	0%
	Department Net Totals	0	46		
	Fund Total Revenues	10,000	46		
	Fund Total Expenditures	(10,000)	0		
	Fund Net	0	46		

225 - Fire Equipment Repl. Fund
Department #23 - Fire Equipment Repl Fund
 For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420010	Rural District Share	37,500	16,427	(21,073)	44%
430214	Homeland Security Grant	25,000	10,258	(14,742)	41%
445015	Sale of Equipment	0	700	700	0%
470105	Interest	3,700	820	(2,880)	22%
481005	Transfer from Other Funds	97,850	48,925	(48,925)	50%
495005	Fund Bal Avail. for Approp.	389,032	398,133	9,101	102%
	REVENUES TOTAL	553,082	475,263	(77,819)	86%
EXPENDITURES					
550166	Building Improvements	(25,000)	0	25,000	0%
550181	Major Tools & Work Equipment	(75,000)	(85,276)	(10,276)	114%
580206	Contingency	(50,000)	0	50,000	0%
590304	Unapp Fund Balance	(403,082)	0	403,082	0%
	EXPENDITURES TOTAL	(553,082)	(85,276)	467,806	15%
	Department Net Totals	0	389,987		
	Fund Total Revenues	553,082	475,263		
	Fund Total Expenditures	(553,082)	(85,276)		
	Fund Net	0	389,987		

240 - Bikeway Development Fund
Department #52 - Streets & Traffic
 For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
422015	State Gas Tax	8,215	4,869	(3,346)	59%
450052	Bicycle Licenses	50	0	(50)	0%
470105	Interest	762	94	(668)	12%
495005	Fund Bal Avail. for Approp.	76,214	76,814	600	101%
	REVENUES TOTAL	85,241	81,777	(3,464)	96%
EXPENDITURES					
550169	General Capital Outlay	(85,241)	(3,650)	81,591	4%
	EXPENDITURES TOTAL	(85,241)	(3,650)	81,591	4%
	Department Net Totals	0	78,127		
	Fund Total Revenues	85,241	81,777		
	Fund Total Expenditures	(85,241)	(3,650)		
	Fund Net	0	78,127		

250 - Library Donations Fund

Department #14 - Library

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
481005	Transfer from Other Funds	635	0	(635)	0%
495005	Fund Bal Avail. for Approp.	95	1,484	1,389	1,562%
	REVENUES TOTAL	730	1,484	754	203%
EXPENDITURES					
520220	Small Equipment	(730)	0	730	0%
	EXPENDITURES TOTAL	(730)	0	730	0%
	Department Net Totals	0	1,484		
	Fund Total Revenues	730	1,484		
	Fund Total Expenditures	(730)	0		
	Fund Net	0	1,484		

260 - Trail System Fund
Department #16 - Parks & Recreation
For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
470105	Interest	1,200	(16)	(1,216)	-1%
495005	Fund Bal Avail. for Approp.	201,615	162,685	(38,930)	81%
	REVENUES TOTAL	202,815	162,669	(40,146)	80%
EXPENDITURES					
522320	TRAIL MAINTENANCE	(15,000)	0	15,000	0%
550240	Trail Construction	(187,815)	(96,405)	91,410	51%
	EXPENDITURES TOTAL	(202,815)	(96,405)	106,410	48%
	Department Net Totals	0	66,263		
	Fund Total Revenues	202,815	162,669		
	Fund Total Expenditures	(202,815)	(96,405)		
	Fund Net	0	66,263		

265 - Transportation Services Fund
Department #12 - Administration Services
For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
430725	DHS Transportation Grant	400,000	154,544	(245,456)	39%
	REVENUES TOTAL	400,000	154,544	(245,456)	39%
EXPENDITURES					
523015	Transportation Grant	(400,000)	(111,297)	288,703	28%
	EXPENDITURES TOTAL	(400,000)	(111,297)	288,703	28%
	Department Net Totals	0	43,247		
	Fund Total Revenues	400,000	154,544		
	Fund Total Expenditures	(400,000)	(111,297)		
	Fund Net	0	43,247		

270 - Facility Major Maintenance Fund
Department #12 - Administration Services
 For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
470105	Interest	5,000	0	(5,000)	0%
481007	Transfer from General Fund	545,000	0	(545,000)	0%
	REVENUES TOTAL	550,000	0	(550,000)	0%
EXPENDITURES					
550166	Building Improvements	(120,000)	0	120,000	0%
590304	Unapp Fund Balance	(430,000)	0	430,000	0%
	EXPENDITURES TOTAL	(550,000)	0	550,000	0%
	Department Net Totals	0	0		
	Fund Total Revenues	550,000	0		
	Fund Total Expenditures	(550,000)	0		
	Fund Net	0	0		

275 - Community Enhancement Fund
Department #12 - Administration Services
For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420025	Metro Enhancement Fee	66,000	30,088	(35,912)	46%
431001	Repayment of Grants	0	901	901	0%
470105	Interest	0	27	27	0%
495005	Fund Bal Avail. for Approp.	35,230	32,609	(2,621)	93%
REVENUES TOTAL		101,230	63,625	(37,605)	63%
EXPENDITURES					
523003	Comm Enhancement Grants	(75,869)	(56,650)	19,219	75%
523004	CEP Carryover	(4,000)	(4,000)	0	100%
590304	Unapp Fund Balance	(21,361)	0	21,361	0%
EXPENDITURES TOTAL		(101,230)	(60,650)	40,580	60%
Department Net Totals		0	2,975		
Fund Total Revenues		101,230	63,625		
Fund Total Expenditures		(101,230)	(60,650)		
Fund Net		0	2,975		

280 - Public Arts Fund

Department #11 - Legislative & Executive

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
470105	Interest	180	24	(156)	13%
471025	Public Arts Comm. Donations	1,000	4	(996)	0%
495005	Fund Bal Avail. for Approp.	17,527	17,580	53	100%
	REVENUES TOTAL	18,707	17,608	(1,099)	94%
EXPENDITURES					
520564	Public Arts Comm. Expenditures	(18,707)	(10,196)	8,511	55%
	EXPENDITURES TOTAL	(18,707)	(10,196)	8,511	55%
	Department Net Totals	0	7,412		
	Fund Total Revenues	18,707	17,608		
	Fund Total Expenditures	(18,707)	(10,196)		
	Fund Net	0	7,412		

310 - Traffic Impact Fund
Department #52 - Streets & Traffic
 For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
470105	Interest	31,420	4,243	(27,177)	14%
495005	Fund Bal Avail. for Approp.	3,141,930	3,199,813	57,883	102%
	REVENUES TOTAL	3,173,350	3,204,057	30,707	101%
EXPENDITURES					
550169	General Capital Outlay	(3,173,350)	0	3,173,350	0%
	EXPENDITURES TOTAL	(3,173,350)	0	3,173,350	0%
	Department Net Totals	0	3,204,057		
	Fund Total Revenues	3,173,350	3,204,057		
	Fund Total Expenditures	(3,173,350)	0		
	Fund Net	0	3,204,057		

311 - Transportation Development Tax Fund

Department #52 - Streets & Traffic

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451070	Transportation Development Tax	130,000	163,961	33,961	126%
470105	Interest	1,300	681	(619)	52%
495005	Fund Bal Avail. for Approp.	128,972	160,387	31,415	124%
	REVENUES TOTAL	260,272	325,028	64,756	125%
EXPENDITURES					
550575	Street Construction	(260,272)	0	260,272	0%
	EXPENDITURES TOTAL	(260,272)	0	260,272	0%
	Department Net Totals	0	325,028		
	Fund Total Revenues	260,272	325,028		
	Fund Total Expenditures	(260,272)	0		
	Fund Net	0	325,028		

320 - Park Acq. & Dev Fund
Department #16 - Parks & Recreation
For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
430708	State Parks Grant	0	124,272	124,272	0%
451009	Parks SDC	150,000	84,000	(66,000)	56%
470105	Interest	3,500	639	(2,861)	18%
495005	Fund Bal Avail. for Approp.	402,971	297,554	(105,417)	74%
	REVENUES TOTAL	556,471	506,465	(50,006)	91%
EXPENDITURES					
521150	Professional Services	(85,000)	0	85,000	0%
550200	Parks Projects - General	(347,971)	(4,325)	343,646	1%
550247	Thatcher Park	0	(659)	(659)	0%
550248	Trails and Greenways	(123,500)	(12,394)	111,106	10%
	EXPENDITURES TOTAL	(556,471)	(17,379)	539,092	3%
	Department Net Totals	0	489,086		
	Fund Total Revenues	556,471	506,465		
	Fund Total Expenditures	(556,471)	(17,379)		
	Fund Net	0	489,086		

330 - Capital Projects Fund
Department #12 - Administration Services
For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
430708	State Parks Grant	0	122,275	122,275	0%
470105	Interest	30,000	3,483	(26,517)	12%
495005	Fund Bal Avail. for Approp.	2,826,509	2,856,654	30,145	101%
	REVENUES TOTAL	2,856,509	2,982,412	125,903	104%
EXPENDITURES					
550150	Fiber Optic Project	(10,000)	(9,310)	690	93%
550153	Wireless Project	0	(181)	(181)	0%
550169	General Capital Outlay	(37,681)	0	37,681	0%
550201	Parks Land Acquisition	0	(1,023)	(1,023)	0%
550245	Park Property Purchase	(2,808,828)	0	2,808,828	0%
550248	Trails and Greenways	0	(122,275)	(122,275)	0%
	EXPENDITURES TOTAL	(2,856,509)	(132,790)	2,723,720	5%
	Department Net Totals	0	2,849,622		
	Fund Total Revenues	2,856,509	2,982,412		
	Fund Total Expenditures	(2,856,509)	(132,790)		
	Fund Net	0	2,849,622		

350 - CIP Excise Tax Fund

Department #12 - Administration Services

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
450200	C.I.P. Fees	202,000	102,782	(99,218)	51%
470105	Interest	1,000	87	(913)	9%
495005	Fund Bal Avail. for Approp.	112,209	113,808	1,599	101%
	REVENUES TOTAL	315,209	216,677	(98,532)	69%
EXPENDITURES					
550170	Capital Projects - Support Service	(57,668)	(15,376)	42,292	27%
550171	Capital Projects - Public Safety	(73,631)	(37,698)	35,933	51%
570127	Transfer to Other Funds	(183,910)	(91,955)	91,955	50%
	EXPENDITURES TOTAL	(315,209)	(145,029)	170,180	46%
	Department Net Totals	0	71,648		
	Fund Total Revenues	315,209	216,677		
	Fund Total Expenditures	(315,209)	(145,029)		
	Fund Net	0	71,648		

410 - General Debt Service Fund

Department #19 -

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
411003	Property Taxes	457,481	435,392	(22,089)	95%
411150	Property Tax Prior Years	11,000	12,787	1,787	116%
470105	Interest	2,700	593	(2,107)	22%
495005	Fund Bal Avail. for Approp.	194,068	195,871	1,803	101%
	REVENUES TOTAL	665,249	644,643	(20,606)	97%
EXPENDITURES					
562005	Principal - 1999 GO Bonds	(270,000)	0	270,000	0%
562006	Principal - Fire Station	(65,000)	0	65,000	0%
562040	Interest - 1999 GO Bonds	(121,870)	0	121,870	0%
562048	Interest - 2010 Series	0	(9,984)	(9,984)	0%
562060	Interest - Fire Station	(14,310)	0	14,310	0%
562095	Bond Refinancing Payment	(150,000)	(150,000)	0	100%
590304	Unapp Fund Balance	(44,069)	0	44,069	0%
	EXPENDITURES TOTAL	(665,249)	(159,984)	505,265	24%
	Department Net Totals	0	484,659		
	Fund Total Revenues	665,249	644,643		
	Fund Total Expenditures	(665,249)	(159,984)		
	Fund Net	0	484,659		

430 - SPWF-Debt Service Fund

Department #19 -

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451200	Assessment Charges	6,700	4,362	(2,338)	65%
470105	Interest	38,765	38,765	0	100%
470130	Interest - Assessments	6,000	2,654	(3,346)	44%
495005	Fund Bal Avail. for Approp.	39,266	39,266	0	100%
	REVENUES TOTAL	90,731	85,047	(5,684)	94%
EXPENDITURES					
562015	Principal - 91 S.P.W.F. Loan	(51,279)	(51,278)	1	100%
562020	Principal - 95 S.P.W.F. Loan	(17,730)	(17,729)	1	100%
562050	Interest - 91 S.P.W.F. Loan	(3,378)	(3,378)	0	100%
562055	Interest - 95 S.P.W.F. Loan	(6,839)	(6,838)	1	100%
590304	Unapp Fund Balance	(11,505)	0	11,505	0%
	EXPENDITURES TOTAL	(90,731)	(79,223)	11,508	87%
	Department Net Totals	0	5,823		
	Fund Total Revenues	90,731	85,047		
	Fund Total Expenditures	(90,731)	(79,223)		
	Fund Net	0	5,823		

505 - Library Endowment Fund

Department #14 - Library

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
470105	Interest	440	67	(373)	15%
495005	Fund Bal Avail. for Approp.	195	270	75	139%
495006	Restricted Fund Balance	41,187	41,186	(1)	100%
	REVENUES TOTAL	41,822	41,524	(298)	99%
EXPENDITURES					
570127	Transfer to Other Funds	(635)	0	635	0%
590304	Unapp Fund Balance	(41,187)	0	41,187	0%
	EXPENDITURES TOTAL	(41,822)	0	41,822	0%
	Department Net Totals	0	41,524		
	Fund Total Revenues	41,822	41,524		
	Fund Total Expenditures	(41,822)	0		
	Fund Net	0	41,524		

610 - Light Fund

Department #41 - Light & Power

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440035	NSF Handling Charge	0	1,125	1,125	0%
440105	Residential Sales	6,662,500	2,948,415	(3,714,085)	44%
440110	General Service - 1 ph Sales	590,000	277,336	(312,664)	47%
440112	General Service - 3 ph Sales	620,000	286,356	(333,644)	46%
440120	Industrial Service - Special Contr	1,670,000	879,114	(790,886)	53%
440125	Large Commercial Industrial	3,400,000	1,704,333	(1,695,667)	50%
440130	Public Street Lighting Sales	69,000	30,794	(38,206)	45%
440135	Rental Lights	103,000	50,926	(52,074)	49%
440140	Irrigation Service	4,500	1,573	(2,927)	35%
440150	Green Power Units	12,000	5,436	(6,564)	45%
440165	Connection Charges	110,000	28,462	(81,538)	26%
440170	Street Light Maint. (210-520280)	73,000	0	(73,000)	0%
440175	Reconnect Charges	15,000	9,763	(5,237)	65%
440180	Pole Rental	24,000	0	(24,000)	0%
440302	Auditorium Rental	24,000	13,236	(10,764)	55%
445005	Sale of Scrap	10,000	9,345	(655)	93%
445010	Sale of Materials	5,000	0	(5,000)	0%
445015	Sale of Equipment	0	125	125	0%
450057	Other	22,000	4,203	(17,797)	19%
451035	Contribution-In-Aid	20,000	0	(20,000)	0%
470105	Interest	60,000	4,347	(55,653)	7%
480006	Reimbursements	0	16,286	16,286	0%
480020	Conservation Incentive Reimburs	100,000	149,882	49,882	150%
481005	Transfer from Other Funds	11,614	11,614	0	100%
495005	Fund Bal Avail. for Approp.	5,176,953	6,056,523	879,570	117%
REVENUES TOTAL		18,782,567	12,489,195	(6,293,372)	66%
EXPENDITURES					
511005	Regular Employee Wages	(1,838,223)	(805,684)	1,032,539	44%
511010	Part-Time Employee Wages	(28,221)	(17,139)	11,082	61%
511015	Overtime	(90,000)	(46,251)	43,749	51%
512005	Health & Dental Benefits	(356,822)	(155,946)	200,876	44%
512008	Health Reimb Arrangement	(5,508)	(2,341)	3,167	43%
512010	Retirement	(371,335)	(159,778)	211,557	43%
512015	FICA	(149,668)	(64,429)	85,239	43%
512020	Workers Comp	(35,572)	(35,572)	0	100%
512025	Other Benefits	(9,344)	(4,390)	4,954	47%
512030	Other Payroll Taxes	(14,212)	(6,233)	7,979	44%
520110	Operating Supplies	(8,500)	(5,826)	2,674	69%
520120	Organization Business Expense	(10,500)	(2,838)	7,662	27%
520130	Personnel Uniforms & Equipment	(37,250)	(21,608)	15,642	58%
520150	Utilities	(25,000)	(11,005)	13,995	44%
520180	Subscriptions & Books	(600)	(155)	445	26%
520190	Computer Software	(4,000)	(2,850)	1,150	71%
520200	Computer Software Maintenance	(4,500)	0	4,500	0%
520220	Small Equipment	(55,200)	(21,207)	33,993	38%
520240	Construction Supplies	(420,000)	(143,804)	276,196	34%
520260	Purchased Power	(8,071,803)	(3,899,507)	4,172,296	48%
520270	Miscellaneous	(1,000)	(400)	600	40%
520503	Printing	(3,000)	0	3,000	0%
520506	Postage	(1,200)	(771)	429	64%

610 - Light Fund

Department #41 - Light & Power

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
520509	Telephone	(9,200)	(3,336)	5,864	36%
520521	Public Information	(5,000)	0	5,000	0%
520524	Publications	(1,000)	(52)	948	5%
520530	Memberships	(78,605)	(25,047)	53,558	32%
520533	Recruiting Expenses	(2,500)	(2,027)	473	81%
520542	Bill Paying Assistance Program	(75,000)	(39,990)	35,010	53%
520554	Conservation Incentives	(80,000)	(15,163)	64,837	19%
520555	Industrial Conservation Augments	(80,000)	(113,724)	(33,724)	142%
520556	Green Power Info & Promotion	(2,000)	0	2,000	0%
520557	Intergovernmental Services	(10,500)	(5,573)	4,927	53%
520578	Insurance & Bonds	(33,557)	(33,557)	0	100%
521003	Training/Conferences	(36,100)	(12,820)	23,280	36%
521113	Attorney Services	(5,000)	(155)	4,845	3%
521150	Professional Services	(13,000)	(17,807)	(4,807)	137%
521162	Consultants	(80,000)	0	80,000	0%
521165	Contracts for Services	(114,450)	(18,302)	96,148	16%
521168	Misc Medical Services	(1,000)	(2,231)	(1,231)	223%
521172	Bank Service Fees	(33,537)	(15,303)	18,234	46%
522003	Equipment Maint & Oper Supplies	(37,000)	(6,310)	30,690	17%
522009	Vehicle Maint & Oper Supplies	(35,000)	(12,406)	22,594	35%
522010	Vehicle Maint External	(20,000)	(6,871)	13,129	34%
522012	Fuel/Oil	(31,000)	(14,153)	16,847	46%
522022	Information Systems Fund Charge	(18,421)	(9,211)	9,210	50%
522023	General Fund Admin Services	(1,004,386)	(502,192)	502,194	50%
522306	Rents & Leases	(14,000)	(8,109)	5,891	58%
522312	Facility Maintenance Supplies	(6,700)	(3,058)	3,642	46%
522315	Facility Mnt/Repairs	(12,500)	(6,502)	5,998	52%
550166	Building Improvements	(592,000)	(20,036)	571,964	3%
550181	Major Tools & Work Equipment	(60,000)	(51,883)	8,117	86%
550960	FG Substation Improvements	(15,000)	(10,731)	4,269	72%
550962	System Additions & Upgrades	(65,000)	0	65,000	0%
551260	Vehicle Replacement	(192,000)	(95,595)	96,405	50%
570127	Transfer to Other Funds	(121,000)	(60,367)	60,633	50%
570130	In-Lieu of Tax	(656,550)	(328,272)	328,278	50%
580206	Contingency	(1,980,924)	0	1,980,924	0%
590303	Reserved Fund Balance	(100,000)	0	100,000	0%
590304	Unapp Fund Balance	(1,619,179)	0	1,619,179	0%
EXPENDITURES TOTAL		(18,782,567)	(6,848,517)	11,934,050	36%
Department Net Totals		0	5,640,678		
Fund Total Revenues		18,782,567	12,489,195		
Fund Total Expenditures		(18,782,567)	(6,848,517)		
Fund Net		0	5,640,678		

620 - Sewer Fund

Department #54 - Sewer

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440105	Residential Sales	3,142,530	1,587,335	(1,555,195)	51%
440106	Commercial Sales	717,103	336,723	(380,380)	47%
440120	Industrial Service - Special Contr	181,833	91,828	(90,005)	51%
450057	Other	800	0	(800)	0%
451040	Sewer Laterals	2,000	0	(2,000)	0%
470105	Interest	15,381	2,074	(13,307)	13%
495005	Fund Bal Avail. for Approp.	1,538,183	1,781,735	243,552	116%
	REVENUES TOTAL	5,597,830	3,799,694	(1,798,136)	68%
EXPENDITURES					
511005	Regular Employee Wages	(211,911)	(58,641)	153,270	28%
511015	Overtime	(1,932)	(1,020)	912	53%
512005	Health & Dental Benefits	(57,181)	(26,104)	31,077	46%
512008	Health Reimb Arrangement	(2,105)	(951)	1,154	45%
512010	Retirement	(42,736)	(11,788)	30,948	28%
512015	FICA	(16,359)	(4,565)	11,794	28%
512020	Workers Comp	(6,492)	(6,492)	0	100%
512025	Other Benefits	(962)	(656)	306	68%
512030	Other Payroll Taxes	(1,591)	(655)	936	41%
520110	Operating Supplies	(3,535)	(743)	2,792	21%
520120	Organization Business Expense	(375)	0	375	0%
520130	Personnel Uniforms & Equipment	(2,250)	(1,156)	1,094	51%
520150	Utilities	(1,200)	(878)	323	73%
520190	Computer Software	(3,400)	(2,680)	720	79%
520220	Small Equipment	(12,200)	(1,026)	11,174	8%
520240	Construction Supplies	(15,500)	(1,203)	14,297	8%
520270	Miscellaneous	(500)	0	500	0%
520503	Printing	(200)	(133)	67	67%
520506	Postage	(100)	(28)	72	28%
520509	Telephone	(800)	(203)	597	25%
520521	Public Information	(225)	0	225	0%
520524	Publications	(700)	0	700	0%
520530	Memberships	(700)	(516)	184	74%
520557	Intergovernmental Services	(3,036,633)	(1,317,038)	1,719,595	43%
520578	Insurance & Bonds	(8,204)	(8,204)	0	100%
521003	Training/Conferences	(2,820)	(440)	2,380	16%
521113	Attorney Services	0	(1,545)	(1,545)	0%
521150	Professional Services	(3,000)	(1,634)	1,366	54%
521168	Misc Medical Services	(375)	(247)	128	66%
521172	Bank Service Fees	(6,000)	(5,361)	639	89%
522003	Equipment Maint & Oper Supplies	(1,000)	(17)	983	2%
522012	Fuel/Oil	0	(34)	(34)	0%
522021	Equipment Fund Charges	(86,808)	(43,404)	43,404	50%
522022	Information Systems Fund Charg	(1,279)	(640)	639	50%
522023	General Fund Admin Services	(412,092)	(412,092)	0	100%
522306	Rents & Leases	(500)	0	500	0%
522309	Building/Facility Rental	(6,264)	(3,132)	3,132	50%
522312	Facility Maintenance Supplies	(500)	(167)	333	33%
522315	Facility Mnt/Repairs	(250)	0	250	0%
550763	Sewer Construction	(185,000)	(84,353)	100,647	46%
562001	Principal-CWS/City Phase III Reh	(75,887)	(36,922)	38,965	49%

620 - Sewer Fund

Department #54 - Sewer

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
562041	Interest - CWS/City Phase III Reh	(18,117)	(10,080)	8,037	56%
570130	In-Lieu of Tax	(50,292)	(50,292)	0	100%
580206	Contingency	(319,855)	0	319,855	0%
590304	Unapp Fund Balance	(1,000,000)	0	1,000,000	0%
EXPENDITURES TOTAL		(5,597,830)	(2,095,038)	3,502,792	37%
Department Net Totals		0	1,704,656		
Fund Total Revenues		5,597,830	3,799,694		
Fund Total Expenditures		(5,597,830)	(2,095,038)		
Fund Net		0	1,704,656		

622 - Sewer SDC Fund

Department #54 - Sewer

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451005	System Development Charge	205,000	236,253	31,253	115%
451042	Sunset Sewer Connection Fee	2,000	0	(2,000)	0%
470105	Interest	10,564	1,167	(9,397)	11%
495005	Fund Bal Avail. for Approp.	1,056,407	1,080,792	24,385	102%
	REVENUES TOTAL	1,273,971	1,318,212	44,241	103%
EXPENDITURES					
520557	Intergovernmental Services	(164,000)	(189,002)	(25,002)	115%
550760	Construction Projects	(50,000)	0	50,000	0%
562002	Principal-CWS/City Sunset Drive	(88,475)	(43,732)	44,743	49%
562042	Interest - CWS/City Sunset Drive	(33,520)	(17,265)	16,255	52%
580206	Contingency	(87,976)	0	87,976	0%
590304	Unapp Fund Balance	(850,000)	0	850,000	0%
	EXPENDITURES TOTAL	(1,273,971)	(250,000)	1,023,971	20%
	Department Net Totals	0	1,068,213		
	Fund Total Revenues	1,273,971	1,318,212		
	Fund Total Expenditures	(1,273,971)	(250,000)		
	Fund Net	0	1,068,213		

630 - Water Fund

Department #53 - Water

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440105	Residential Sales	1,617,022	889,930	(727,092)	55%
440106	Commercial Sales	486,694	278,655	(208,039)	57%
440118	Multi-Family Sales	384,330	210,149	(174,181)	55%
440120	Industrial Service - Special Contr	236,022	131,213	(104,809)	56%
440160	Non-Metered Sales	20,000	9,777	(10,223)	49%
440165	Connection Charges	20,000	20,862	862	104%
440305	Building Rental Income	35,928	17,964	(17,964)	50%
445025	Timber Sales	700,000	0	(700,000)	0%
445026	Timber Sales FY 2011	0	757,436	757,436	0%
450057	Other	5,000	4,585	(415)	92%
470105	Interest	20,907	2,883	(18,024)	14%
495005	Fund Bal Avail. for Approp.	2,090,718	2,297,167	206,449	110%
	REVENUES TOTAL	5,616,621	4,620,621	(996,000)	82%
EXPENDITURES					
511005	Regular Employee Wages	(545,726)	(256,670)	289,056	47%
511015	Overtime	(28,980)	(17,525)	11,455	60%
512005	Health & Dental Benefits	(136,631)	(67,142)	69,490	49%
512008	Health Reimb Arrangement	(5,425)	(2,522)	2,903	46%
512010	Retirement	(110,140)	(50,575)	59,565	46%
512015	FICA	(43,965)	(20,914)	23,051	48%
512020	Workers Comp	(19,225)	(19,225)	0	100%
512025	Other Benefits	(3,306)	(1,749)	1,557	53%
512030	Other Payroll Taxes	(4,275)	(2,040)	2,235	48%
520110	Operating Supplies	(87,786)	(35,401)	52,385	40%
520120	Organization Business Expense	(350)	(28)	323	8%
520130	Personnel Uniforms & Equipment	(4,500)	(2,799)	1,701	62%
520150	Utilities	(71,400)	(20,809)	50,591	29%
520190	Computer Software	(3,315)	(730)	2,585	22%
520220	Small Equipment	(17,493)	(5,575)	11,918	32%
520240	Construction Supplies	(170,500)	(140,078)	30,422	82%
520250	JWC Water Purchases	(225,000)	(79,621)	145,379	35%
520503	Printing	(2,110)	(396)	1,714	19%
520506	Postage	(1,000)	(276)	724	28%
520509	Telephone	(5,543)	(2,110)	3,433	38%
520521	Public Information	(250)	(162)	88	65%
520524	Publications	(1,108)	(180)	928	16%
520530	Memberships	(825)	(625)	200	76%
520548	Watershed Management	(10,000)	0	10,000	0%
520550	Watershed Maintenance	(7,500)	0	7,500	0%
520551	Timber Harvesting	(300,000)	(310,585)	(10,585)	104%
520557	Intergovernmental Services	(63,075)	(24,042)	39,033	38%
520578	Insurance & Bonds	(25,509)	(25,509)	0	100%
521003	Training/Conferences	(6,400)	(280)	6,120	4%
521113	Attorney Services	(30,000)	0	30,000	0%
521150	Professional Services	(80,500)	(39,749)	40,751	49%
521168	Misc Medical Services	0	(389)	(389)	0%
521172	Bank Service Fees	(12,230)	(4,898)	7,332	40%
522003	Equipment Maint & Oper Supplies	(21,000)	(792)	20,208	4%
522012	Fuel/Oil	0	(37)	(37)	0%
522021	Equipment Fund Charges	(118,043)	(59,021)	59,022	50%

630 - Water Fund

Department #53 - Water

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
522022	Information Systems Fund Charge	(12,557)	(6,279)	6,278	50%
522023	General Fund Admin Services	(706,654)	(706,654)	0	100%
522306	Rents & Leases	(1,000)	0	1,000	0%
522312	Facility Maintenance Supplies	(7,475)	(6,971)	504	93%
522315	Facility Mnt/Repairs	(3,500)	(7,410)	(3,910)	212%
550181	Major Tools & Work Equipment	(10,000)	(11,751)	(1,751)	118%
550663	JWC - Other Projects	(139,096)	(5,664)	133,432	4%
550669	Water Treatment Plant Equip	(10,000)	(3,796)	6,204	38%
550672	Watershed Capital	(20,000)	0	20,000	0%
550760	Construction Projects	(25,000)	0	25,000	0%
562010	Principal - 2003 FFC Bonds	(245,000)	0	245,000	0%
562030	Principal - Scoggins Reservoir	(29,762)	(29,763)	(1)	100%
562045	Interest - 2003 FFC Bonds	(166,500)	(83,250)	83,250	50%
562070	Interest - Scoggins Reservoir	(43,035)	(43,034)	1	100%
570127	Transfer to Other Funds	(42,000)	(31,420)	10,580	75%
570130	In-Lieu of Tax	(138,203)	(138,203)	0	100%
580203	JWC - Contingency	(333,250)	0	333,250	0%
580206	Contingency	(100,000)	0	100,000	0%
580212	Debt Service Contingency	(415,000)	0	415,000	0%
590304	Unapp Fund Balance	(1,005,479)	0	1,005,479	0%
EXPENDITURES TOTAL		(5,616,621)	(2,266,647)	3,349,974	40%
Department Net Totals		0	2,353,973		
Fund Total Revenues		5,616,621	4,620,621		
Fund Total Expenditures		(5,616,621)	(2,266,647)		
Fund Net		0	2,353,973		

632 - Water SDC Fund

Department #53 - Water

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451005	System Development Charge	200,000	143,953	(56,047)	72%
470031	Principal - J Lieb Water SDC	0	2,479	2,479	0%
470032	Interest - J Lieb Water SDC	0	420	420	0%
470105	Interest	11,696	2,012	(9,684)	17%
495005	Fund Bal Avail. for Approp.	1,169,662	1,334,493	164,831	114%
	REVENUES TOTAL	1,381,358	1,483,357	101,999	107%
EXPENDITURES					
521150	Professional Services	(35,000)	0	35,000	0%
550760	Construction Projects	(290,000)	0	290,000	0%
580206	Contingency	(75,000)	0	75,000	0%
590304	Unapp Fund Balance	(981,358)	0	981,358	0%
	EXPENDITURES TOTAL	(1,381,358)	0	1,381,358	0%
	Department Net Totals	0	1,483,357		
	Fund Total Revenues	1,381,358	1,483,357		
	Fund Total Expenditures	(1,381,358)	0		
	Fund Net	0	1,483,357		

640 - Surface Water Management Fund

Department #55 - Surf Water Mgmt

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440101	Surface Water Management Fees	771,804	384,655	(387,149)	50%
450057	Other	0	1,341	1,341	0%
470105	Interest	3,246	232	(3,014)	7%
495005	Fund Bal Avail. for Approp.	324,620	349,142	24,522	108%
REVENUES TOTAL		1,099,670	735,369	(364,301)	67%
EXPENDITURES					
511005	Regular Employee Wages	(159,707)	(105,044)	54,663	66%
511015	Overtime	0	(1,149)	(1,149)	0%
512005	Health & Dental Benefits	(46,142)	(21,998)	24,144	48%
512008	Health Reimb Arrangement	(1,590)	(749)	841	47%
512010	Retirement	(32,272)	(21,188)	11,084	66%
512015	FICA	(12,218)	(8,078)	4,140	66%
512020	Workers Comp	(5,546)	(5,546)	0	100%
512025	Other Benefits	(719)	(511)	208	71%
512030	Other Payroll Taxes	(1,190)	(554)	636	47%
520110	Operating Supplies	(1,500)	(144)	1,356	10%
520120	Organization Business Expense	(50)	0	50	0%
520130	Personnel Uniforms & Equipment	(2,000)	(1,210)	790	61%
520150	Utilities	(1,000)	0	1,000	0%
520190	Computer Software	(3,300)	(1,450)	1,850	44%
520220	Small Equipment	(5,200)	(1,147)	4,053	22%
520240	Construction Supplies	(10,500)	(5,101)	5,399	49%
520503	Printing	(1,500)	(604)	896	40%
520506	Postage	(50)	0	50	0%
520509	Telephone	(430)	(97)	333	23%
520521	Public Information	(250)	(115)	135	46%
520524	Publications	(500)	0	500	0%
520557	Intergovernmental Services	(168,140)	(71,551)	96,589	43%
520578	Insurance & Bonds	(5,172)	(5,172)	0	100%
521003	Training/Conferences	(1,100)	(573)	527	52%
521150	Professional Services	(14,200)	(1,865)	12,335	13%
521168	Misc Medical Services	(150)	(78)	72	52%
521172	Bank Service Fees	(1,184)	(1,033)	151	87%
522003	Equipment Maint & Oper Supplies	(1,300)	(81)	1,219	6%
522021	Equipment Fund Charges	(103,068)	(51,534)	51,534	50%
522022	Information Systems Fund Charge	(548)	(274)	274	50%
522023	General Fund Admin Services	(149,019)	(149,019)	0	100%
522306	Rents & Leases	(400)	0	400	0%
522309	Building/Facility Rental	(3,132)	(1,566)	1,566	50%
522312	Facility Maintenance Supplies	(1,500)	(14)	1,486	1%
550863	Storm Sewer Construction	(113,000)	(6,271)	106,729	6%
570130	In-Lieu of Tax	(38,590)	(38,590)	0	100%
580206	Contingency	(50,000)	0	50,000	0%
590304	Unapp Fund Balance	(163,503)	0	163,503	0%
EXPENDITURES TOTAL		(1,099,670)	(502,307)	597,363	46%
Department Net Totals		0	233,062		

640 - Surface Water Management Fund

Department #55 - Surf Water Mgmt

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
	Fund Total Revenues	1,099,670	735,369		
	Fund Total Expenditures	(1,099,670)	(502,307)		
	Fund Net	0	233,062		

642 - SWM SDC Fund

Department #55 - Surf Water Mgmt

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451006	SWM SDC Quality	11,250	928	(10,323)	8%
451007	SWM SDC Quantity	13,750	9,328	(4,422)	68%
470105	Interest	2,068	514	(1,554)	25%
495005	Fund Bal Avail. for Approp.	206,811	225,321	18,510	109%
	REVENUES TOTAL	233,879	236,091	2,212	101%
EXPENDITURES					
550860	Quantity System Improvements	(30,000)	(27,647)	2,353	92%
580207	SWM SDC Cont. Quality	(112,246)	0	112,246	0%
580208	SWM SDC Cont. Quantity	(91,633)	0	91,633	0%
	EXPENDITURES TOTAL	(233,879)	(27,647)	206,232	12%
	Department Net Totals	0	208,444		
	Fund Total Revenues	233,879	236,091		
	Fund Total Expenditures	(233,879)	(27,647)		
	Fund Net	0	208,444		

710 - Information Systems Fund
Department #12 - Administration Services
For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440225	Equipment Charges	218,489	109,251	(109,238)	50%
450057	Other	0	6,919	6,919	0%
470105	Interest	5,000	752	(4,248)	15%
472005	Miscellaneous	0	50	50	0%
495005	Fund Bal Avail. for Approp.	520,347	577,646	57,299	111%
	REVENUES TOTAL	743,836	694,618	(49,218)	93%
EXPENDITURES					
520110	Operating Supplies	(3,000)	(545)	2,455	18%
520190	Computer Software	(8,895)	(418)	8,477	5%
520200	Computer Software Maintenance	(34,530)	(16,010)	18,520	46%
520210	Computer Supplies	(17,450)	(9,296)	8,154	53%
520220	Small Equipment	(156,864)	(26,129)	130,735	17%
520506	Postage	0	(129)	(129)	0%
520557	Intergovernmental Services	(7,482)	(7,327)	155	98%
521003	Training/Conferences	(9,000)	0	9,000	0%
521150	Professional Services	(21,000)	(6,220)	14,780	30%
522003	Equipment Maint & Oper Supplies	(8,309)	(8,028)	281	97%
550051	Office Equipment & Furniture	(15,000)	0	15,000	0%
550460	Accounting System	(62,341)	0	62,341	0%
580206	Contingency	(10,000)	0	10,000	0%
590304	Unapp Fund Balance	(389,965)	0	389,965	0%
	EXPENDITURES TOTAL	(743,836)	(74,102)	669,734	10%
	Department Net Totals	0	620,516		
	Fund Total Revenues	743,836	694,618		
	Fund Total Expenditures	(743,836)	(74,102)		
	Fund Net	0	620,516		

720 - Equipment Fund

Department #56 - Equipment Rental & Repl

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440220	Equipment Rental	431,257	219,093	(212,164)	51%
440221	City Hall Vehicle Replacement	14,976	7,488	(7,488)	50%
440222	Parks Veh & Equipment Replacer	20,942	10,472	(10,470)	50%
440223	Police Veh & Equipment Replacer	0	43,030	43,030	0%
440224	Public Works Veh & Equipment R	162,468	81,234	(81,234)	50%
440227	Light/Fire Maintenance	25,000	14,314	(10,686)	57%
440228	Sale of Gas & Oil	50,000	25,182	(24,818)	50%
445015	Sale of Equipment	10,000	0	(10,000)	0%
450057	Other	0	913	913	0%
470005	Transfers From Other Funds	86,060	0	(86,060)	0%
470105	Interest	1,786	296	(1,490)	17%
481005	Transfer from Other Funds	30,171	30,171	0	100%
495005	Fund Bal Avail. for Approp.	178,562	(217,667)	(396,229)	-122%
495010	City Hall Veh Fund Bal Avail	0	40,824	40,824	0%
495011	Parks Veh Fund Bal Avail	0	47,526	47,526	0%
495012	Police Veh Fund Bal Avail	0	130,822	130,822	0%
495013	PW Veh Fund Bal Avail	0	187,865	187,865	0%
REVENUES TOTAL		1,011,222	621,563	(389,659)	61%
EXPENDITURES					
511005	Regular Employee Wages	(127,827)	(59,643)	68,184	47%
511015	Overtime	(757)	0	757	0%
512005	Health & Dental Benefits	(27,602)	(15,497)	12,105	56%
512008	Health Reimb Arrangement	(1,276)	(637)	639	50%
512010	Retirement	(25,905)	(12,145)	13,760	47%
512015	FICA	(9,779)	(4,526)	5,253	46%
512020	Workers Comp	(2,633)	(2,633)	0	100%
512025	Other Benefits	(575)	(487)	88	85%
512030	Other Payroll Taxes	(948)	(434)	514	46%
520110	Operating Supplies	(1,000)	(189)	811	19%
520130	Personnel Uniforms & Equipment	(550)	0	550	0%
520190	Computer Software	(5,445)	(1,715)	3,730	31%
520220	Small Equipment	(2,500)	(303)	2,197	12%
520506	Postage	(150)	(59)	91	40%
520509	Telephone	(350)	(98)	252	28%
520530	Memberships	0	(3)	(3)	0%
520557	Intergovernmental Services	(950)	(138)	812	15%
520578	Insurance & Bonds	(25,748)	(25,748)	0	100%
521003	Training/Conferences	(1,500)	(525)	975	35%
521150	Professional Services	(2,400)	(620)	1,780	26%
521172	Bank Service Fees	(400)	(88)	312	22%
522003	Equipment Maint & Oper Supplies	(1,000)	(51)	949	5%
522009	Vehicle Maint & Oper Supplies	(68,000)	(23,420)	44,580	34%
522010	Vehicle Maint External	(27,000)	(2,877)	24,123	11%
522012	Fuel/Oil	(165,000)	(82,468)	82,532	50%
522022	Information Systems Fund Charge	(3,355)	(1,678)	1,677	50%
522306	Rents & Leases	(200)	0	200	0%
522309	Building/Facility Rental	(23,400)	(11,700)	11,700	50%
551263	Parks Veh & Equipmnt Replacem	(8,000)	0	8,000	0%
551264	Police Veh & Equipmnt Replacem	(96,000)	(17,592)	78,408	18%
551265	Public Works Veh & Equipmnt Re	(211,000)	(188,733)	22,267	89%

720 - Equipment Fund

Department #56 - Equipment Rental & Repl

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budaet	YTD Activity	Balance	% Used
580206	Contingency	(50,000)	0	50,000	0%
590304	Unapp Fund Balance	(119,972)	0	119,972	0%
	EXPENDITURES TOTAL	(1,011,222)	(454,006)	557,216	45%
	Department Net Totals	0	167,557		
	Fund Total Revenues	1,011,222	621,563		
	Fund Total Expenditures	(1,011,222)	(454,006)		
	Fund Net	0	167,557		

730 - City Utility Fund

Department #12 - Administration Services

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
481005	Transfer from Other Funds	121,000	60,367	(60,633)	50%
481010	Transfer from Water Fund	42,000	31,420	(10,580)	75%
	REVENUES TOTAL	163,000	91,788	(71,212)	56%
EXPENDITURES					
520151	City Hall Utilities	(24,500)	(11,176)	13,324	46%
520152	Library Utilities	(30,000)	(14,369)	15,631	48%
520153	Aquatics Utilities	(36,000)	(19,771)	16,229	55%
520154	Parks Utilities	(39,000)	(31,357)	7,643	80%
520155	Police Utilities	(18,500)	(7,824)	10,676	42%
520156	Fire Utilities	(12,000)	(6,263)	5,737	52%
520157	Engineering Building Utilities	(3,000)	(1,028)	1,972	34%
	EXPENDITURES TOTAL	(163,000)	(91,788)	71,212	56%
	Department Net Totals	0	0		
	Fund Total Revenues	163,000	91,788		
	Fund Total Expenditures	(163,000)	(91,788)		
	Fund Net	0	0		

740 - Risk Management Fund
Department #12 - Administration Services
For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
444126	P/L Insurance - General Fund	82,127	82,127	0	100%
444127	P/L Insurance - Other Funds	104,154	104,153	(1)	100%
444128	WC Insurance - General Fund	115,850	115,748	(102)	100%
444129	WC Insurance - Other Funds	76,237	76,204	(33)	100%
470105	Interest	5,200	1,143	(4,057)	22%
472005	Miscellaneous	0	8,465	8,465	0%
495005	Fund Bal Avail. for Approp.	504,458	486,942	(17,516)	97%
	REVENUES TOTAL	888,026	874,782	(13,244)	99%
EXPENDITURES					
520585	Property/Liability Premiums	(98,787)	(93,649)	5,138	95%
520586	P/L Claims - General Fund	(10,000)	0	10,000	0%
520589	Risk Management Activities	(25,986)	0	25,986	0%
520590	Worker's Compensation Premium	(60,000)	(48,370)	11,630	81%
520591	WC Claims - General Fund	(201,500)	(24,383)	177,117	12%
570127	Transfer to Other Funds	(61,448)	(61,448)	0	100%
590303	Reserved Fund Balance	(430,305)	0	430,305	0%
	EXPENDITURES TOTAL	(888,026)	(227,851)	660,175	26%
	Department Net Totals	0	646,931		
	Fund Total Revenues	888,026	874,782		
	Fund Total Expenditures	(888,026)	(227,851)		
	Fund Net	0	646,931		

740 - Risk Management Fund

Department #12 - Administration Services

For the Period Ending: December, 2010

Budget Year Elapsed → 50%

G/L Account #	Account Name	Budaet	YTD Activity	Balance	%
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RESOLUTION NO. 2011-21

**RESOLUTION OF THE CITY OF FOREST GROVE CITY COUNCIL
ADOPTING CITY COUNCIL GOALS FOR FISCAL YEAR 2011-12**

WHEREAS, pursuant to City Council Rules of Procedure, Section 16, the City Council must set its Council Goals annually; and

WHEREAS, the Forest Grove City Council held an Annual Town Meeting on January 29, 2011; and

WHEREAS, the Forest Grove City Council and Management Team met in Goal-Setting Work Session on February 19, 2011, to discuss goals for the next fiscal year; and

WHEREAS, the City Council has determined three goals for Fiscal Year 2011-12.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. That the City of Forest Grove City Council hereby adopts the City Council Goals for Fiscal Year 2011-12 as follows:

- GOAL 1 Promote Safe, Livable, and Sustainable Neighborhoods and a Prosperous Dynamic, Green City**
- GOAL 2 Promote a Prudent Financial Plan to Maintain Effective Service Levels of a Full-Service City**
- GOAL 3 Promote the Interests and Needs of Forest Grove in Local, State, and National Affairs**

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 28th day of February, 2011.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 28th day of February, 2011.

Peter B. Truax, Mayor

city of
forest
grove

CITY COUNCIL GOALS FOR 2011-12

**Promote Safe, Livable and
Sustainable Neighborhoods and
a Prosperous Dynamic, Green City**



**Promote a Prudent Financial Plan to
Maintain Effective Service Levels
of a Full-Service City**

**Promote the Interests and Needs of
Forest Grove in Local, State, and
National Affairs**

**CITY COUNCIL
TEAM AGREEMENT
2011**



Agreements for Conducting Council Meetings and Business

- Attendance at Council meetings is first priority; if unable to attend, please contact the City Recorder.
- Be on time to meetings and read the packet prior to the meeting - be prepared to work.
- Mayor will take the lead in keeping the meeting and discussion focused.
- Distribute information in advance of Council discussion.
- Mayor will recognize councilors when indicating they wish to speak.
- Put a time limit on audience testimony and ask them not to repeat previous speakers.
- Use formal procedure (point of order, call for question, etc.) to focus the meeting. Formal procedure may be used when necessary for effective discussion in lieu of Council's usual, more informal, process. Individuals should use procedure appropriately and courteously.
- Limit side conversations (be aware of microphones and televised meetings).
- Refrain from personal attacks, including to presenters, staff, and Council.
- Agree to be diplomatic about disagreement; leave disagreement at the dais and do not try to polarize other councilors.
- Call the City Manager or designee with questions and requests prior to the meeting.
- As a general principle, information available to one council member should be available to all, in a timely manner.
- Every effort will be made to adjourn meetings by 10:00 p.m.

Individual Council Member Conduct Agreements

Council Members agree to:

- Be straightforward about goals and issues.
- Cultivate exchange of views with other councilors.
- Avoid saying or doing anything that would discredit or harm the City.

Commitments as a Council

Council strives to:

- Continue to improve citizen involvement, awareness and participation.
- Improve follow-up and resolution of citizen concerns or complaints.
- Act as an advocate for the City.