

**CITY COUNCIL MONTHLY MEETING CALENDAR**

**May-12**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5 HLB Fair 9am - Central Sch
			Rural Fire Bd 8pm	EDC Noon	Ford Institute Leadership Conference Skamania - Stevenson, Washington	
6	7 Planning Comm 7pm	8 Library 6:30pm	9 MPAC Watershed Ad-Hoc 5:30pm	10 Tualatin River Watershed 7pm - Comm Aud PAC 5pm	11	12
13	14 <b>CITY COUNCIL</b> 5:30 PM - EXECUTIVE SESSION (Litigation) 6:00 PM - WORK SESSION (UGB) 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	15 Primary Election Day CCI 5:30pm	16 WCVA Executive Director Meet & Greet 3pm - Forest Rm Reception 5:30 pm TBA P&R 7am CFC 5:15pm	17 Fernhill Wetlands 5pm	18	19 Rep. Brewer 9am - BJ's Coffee
20	21 Chamber Luncheon - Comm Aud Senior Ctr Bd 6:30pm Planning Comm 7pm	22 Notary Training Seminar 1pm - 4pm Community Auditorium Downtown Revitalization 6pm HLB 6pm	23 PSAC 7:30am MPAC Watershed Ad-Hoc 5:30pm 1st BUDGET COMM MTG 7:00 pm - Comm Aud	24 Watershed Ad-Hoc 5:30pm Sustainability 5:30pm	25	26
27	28 <b>CITY HALL CLOSED</b> <b>HOLIDAY</b>	29 <b>CITY COUNCIL</b> 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	30 2nd BUDGET COMM MTG 7:00 pm - Comm Aud	31 Ford Institute Leadership 4pm - Comm Aud		

**June-12**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Candidacy Packets Available 9am - City Recorder's Office Planning Comm 7pm	5	6 3rd BUDGET COMM MTG 7:00 pm - Comm Aud (TBA) Water Providers-CB 7pm Rural Fire Bd 8pm	7 Employee Breakfast 7am - Fire Station EDC Noon	8 JWC 12:30pm -TBA	9
10	11 <b>CITY COUNCIL</b> 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	12 Library 6:30pm	13 Water Providers-CTC 1:30pm MPAC Watershed Ad-Hoc 5:30pm	14 PAC 5pm	15	16 Rep. Brewer 9am - BJ's Coffee
17	18 Chamber Luncheon - Comm Aud Senior Ctr Bd 6:30pm Planning Comm 7pm	19 CCI 5:30pm	20 P&R 7am CFC 5:15pm	21 Fernhill Wetlands 5pm	22	23
24	25 <b>CITY COUNCIL</b> 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	26 Red Cross Blood Drive 1:30pm - 6:30pm Comm Aud Downtown Revitalization 1pm HLB 6pm	27 PSAC 7:30am MPAC Watershed Ad-Hoc 5:30pm	28 Sustainability 5:30pm	29	30

**July-12**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Planning Comm 7pm	3	4 Rural Fire Bd 8pm	5 EDC Moved to 12th	6	7
8	9 <b>CITY COUNCIL</b> 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM 1st DAY TO FILE CANDIDACY PETITION 120-DAYS BEFORE ELECTION 9AM - CITY RECORDER'S OFFICE	10 Library 6:30pm	11 MPAC	12 EDC Noon PAC 5pm	13 JWC 12:30pm	14
15	16 Chamber Luncheon - Comm Aud Senior Ctr Bd 6:30pm Planning Comm 7pm Nyuzen BBO 3pm-Thatcher Pk <i>Nyuzen Adult Delegation Departs</i>	17 CCI 5:30pm	18 P&R 7am CFC 5:15pm	19 Fernhill Wetlands 5pm	20	21 Rep. Brewer 9am - BJ's Coffee
22	23 <b>NO CITY COUNCIL MEETING</b> <b>SCHEDULED</b>	24 Downtown Revitalization 6pm HLB 6pm	25 MPAC PSAC 7:30am	26	27	28
29	30	31				



# FOREST GROVE CITY COUNCIL

## Tuesday, May 29, 2012

### Meeting Agenda

5:30 PM – Executive Session (City Manager Evaluation)  
6:00 PM – Work Session (Cornelius Municipal Court)  
7:00 PM – Regular Meeting

Community Auditorium  
1915 Main Street  
Forest Grove, OR 97116

Forest Grove City Council Meetings are televised live by Tualatin Valley Community Television (TVCTV) Government Access Programming, Ch 30. To obtain the programming schedule, please contact TVCTV at 503.629.8534 or visit <http://www.tvctv.org/government-programming/government-meetings/forest-grove>.

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.

City Council meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder at 503-992-3235, at least 48 hours prior to the meeting.

**FOREST GROVE CITY COUNCIL AGENDA**  
**MAY 29, 2012**  
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Michael Sykes City Manager	<b>5:30</b>	<p><b><u>EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC.</u></b> Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision. <b><i>The City Council will convene in the Community Auditorium – Conference Room to hold the following executive session(s):</i></b> <b><u>in accordance with ORS 192.660(2)(i)</u></b> to review and evaluate the employment-related performance of the City Manager.</p>
<hr/>		
Susan Cole, Administration Services Assistant Director Paul Downey, Administrative Services Director	<b>6:00</b>	<p><b><u>WORK SESSION: CORNELIUS MUNICIPAL COURT</u></b> 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).</p>
<hr/>		
	<b>7:00</b>	<p>1. <b><u>REGULAR MEETING:</u></b> Roll Call and Pledge of Allegiance</p> <p>1. A. <b><u>EMPLOYEE RECOGNITION:</u></b></p> <ul style="list-style-type: none"><li>• <b><i>Mike Herb, Police Captain</i></b></li></ul> <p>2. <b><u>CITIZEN COMMUNICATIONS:</u></b> Anyone wishing to speak to Council on an item <u>not on the agenda</u> may be heard at this time. <i>Please sign-in before the meeting on the Citizen Communications form posted in the foyer.</i> In the interest of time, please limit comments to two minutes. Thank you.</p> <p>3. <b><u>CONSENT AGENDA:</u></b> See Page 4</p> <p>4. <b><u>ADDITIONS/DELETIONS:</u></b></p> <p>5. <b><u>PRESENTATIONS:</u></b></p>
Susan Cole, Administration Services Assistant Director Paul Downey, Administrative Services Director	<b>7:05</b>	<p>5. A. <ul style="list-style-type: none"><li>• <b><u>QUARTERLY FINANCIAL REPORT FOR PERIOD ENDING MARCH 31, 2012</u></b></li></ul></p>
Dan Riordan Senior Planner Jon Holan, Community Development Director	<b>7:20</b>	<p>6. <b><u>PUBLIC HEARING AND RESOLUTION NO. 2012-31 ADOPTING THE CITY OF FOREST GROVE SUGGESTED STREET TREE PLANTING LIST</u></b></p>

- |  |      |     |   |
|--|------|-----|---|
| Paul Downey, Administrative<br>Services Director   | 7:30 | 7.  | <u><b>PUBLIC HEARING AND RESOLUTION NO. 2012-32<br/>DESIGNATING COMMUNITY ENHANCEMENT<br/>PROGRAM (CEP) PROJECTS (EXHIBIT A) FOR FISCAL<br/>YEAR 2012-13</b></u>                  |
| Susan Cole, Administration<br>Services Assistant Director<br>Paul Downey, Administrative<br>Services Director  | 7:40 | 8.  | <u><b>PUBLIC HEARING AND RESOLUTION NO. 2012-33<br/>SETTING FEES AND CHARGES, EFFECTIVE JULY 1,<br/>2012, AND REPEALING RESOLUTION NO. 2011-52</b></u>                            |
| Rob Foster<br>Public Works Director<br>Paul Downey, Administrative<br>Services Director<br>Susan Cole, Administrative<br>Services Assistant Director | 7:50 | 9.  | <u><b>PUBLIC HEARING AND RESOLUTION NO. 2012-34<br/>FIXING WATER RATES FOR THE CITY OF FOREST<br/>GROVE, EFFECTIVE JULY 1, 2012, AND REPEALING<br/>RESOLUTION NO. 2011-57</b></u> |
| Michael Sykes<br>City Manager  | 8:00 | 10. | <u><b>CITY MANAGER'S REPORT:</b></u>  |
|  | 8:15 | 11. | <u><b>COUNCIL COMMUNICATIONS:</b></u>   |
|  | 8:30 | 12. | <u><b>ADJOURNMENT</b></u>   |

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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 (Litigation) Meeting Minutes of May 14, 2012.
  - B. Approve City Council Regular Meeting Minutes of May 14, 2012.
  - C. Accept Public Arts Commission Meeting Minutes of April 12, 2012.
  - D. Accept Public Safety Advisory Commission Meeting Minutes of April 24, 2012.
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May 29, 2012

**STAFF REPORT – INTERGOVERNMENTAL AGREEMENT WITH CORNELIUS**

**PROJECT TEAM:** Susanne Hudson-Rau, Municipal Court Coordinator  
Susan Cole, Assistant Director, Administrative Services  
Paul Downey, Director, Administrative Services  
Michael Sykes, City Manager

**ISSUE STATEMENT:** The City has been approached by the City of Cornelius to assume that City's Municipal Court operations.

**BACKGROUND:** The City of Cornelius approached the City of Forest Grove about the possibility of Forest Grove assuming the municipal court operations of the City of Cornelius. The Cornelius court employee recently left the City of Cornelius, and rather than recruit and hire a new person into that slot, Cornelius asked Forest Grove to evaluate whether Forest Grove could feasibly assume the Cornelius' court operations. The Cornelius Municipal Court would still exist, but all operations would transfer to the Forest Grove Municipal Court.

After reviewing the operations of both courts, Forest Grove staff believe it is feasible to assume the operations of the Cornelius Municipal Court. Staff is currently working with legal counsel to draft up an intergovernmental agreement between the two cities, as well as to determine what resolutions and/or ordinances, if any, are needed to be passed by the respective city councils in order to affect this change. The goal is to have this effective on July 1, 2012, or soon thereafter.

Once it becomes effective, the City of Cornelius Police Officers would begin to cite traffic violations, parking violations, and code enforcement violations into the Forest Grove Municipal Court. Forest Grove would apply its current operating procedures, timelines, payment arrangements and fees to these violations. For violations that occurred up to 90 days prior to the effective date of this arrangement, Cornelius would transfer those to Forest Grove for follow up. Cornelius would handle violations that occurred prior to that.

Operationally, staffing in the Forest Grove Municipal Court would increase by approximately one-half of a full-time equivalent (FTE). Currently, the Forest Grove Municipal Court employs 1.55 FTEs, a Court Coordinator and an Administrative Specialist. The Administrative Specialist is currently shared with Utility Billing. In order to assume the operations of the Cornelius Municipal Court, the Administrative Specialist would be allocated to the Forest Grove Court full time, in order to properly set up the Cornelius Court procedures and provide customer service. Additionally, it is anticipated that the Municipal Court Judge will spend more time in court on court days, and other costs in terms of office supplies, postage, etc, will increase slightly. Forest Grove and Cornelius have agreed that to cover these costs, the City of Cornelius will pay the City of Forest Grove \$30,000 for the first year, defined as July 1, 2012 through June 30, 2013. The cost structure will be reviewed and mutually agreed upon annually after that.

In terms of disbursing the fines, the Oregon Revised Statute 153.650 states that the fines, net of what is owed the State, be split one-half to the City in which the Court is located, and one-half to the City that employs the Officer. Forest Grove and Cornelius have agreed to split all fines and fees in half, with the exception of payment arrangement fees. The City of Forest Grove will retain all fees charged for payment arrangements.

Forest Grove also agreed to provide a report each quarter to Cornelius, which will include financial accounting as well as citation volume, type and disposition.

**FISCAL IMPACT:** This arrangement has not been reflected in the FY 2012-13 proposed budget. The revenue anticipated from City of Cornelius citations is difficult to predict, and can be volatile. To minimize accounting and to streamline cash flow, the City of Forest Grove will record the fine and fee revenue due to Cornelius each quarter, and will first cover its costs, agreed at \$30,000 for the first year, and once that amount is covered, then begin remitting to Cornelius its half of the fine and fee revenue, excluding payment arrangement fees. However, if Cornelius' share of the fee and fine revenue for the year does not cover the \$30,000, Forest Grove will not charge Cornelius. Based upon the history of the court collections for City of Cornelius, staff believe that the costs will be covered.

**STAFF RECOMMENDATION:** This is a work session to provide information and receive feedback from the Forest Grove City Council.

3A.

**FOREST GROVE CITY COUNCIL EXECUTIVE SESSION  
ORS 192.660(2)(H) LITIGATION  
MAY 14, 2012 – 5:30 P.M.  
COMMUNITY AUDITORIUM – CONFERENCE ROOM  
PAGE 1**

*Minutes are unofficial until approved by Council.*

- 1. **ROLL CALL:**  
Mayor Peter Truax called the Executive Session to order at 5:32 p.m. **ROLL CALL: COUNCIL PRESENT:** Thomas BeLusko, Jr. (declared a potential conflict of interest), Thomas Johnston, Council President, Victoria Lowe, Camille Miller, Ronald Thompson, Elena Uhing, and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Elsner, City Attorney; Mike Greene, City Attorney; Paul Downey, Administrative Services Director; and Anna Ruggles, City Recorder.
  
- 2. **EXECUTIVE SESSION:**  
The City Council met in Executive Session in accordance with:  
  
**ORS 192.660(2)(e)** to discuss Council's legal rights and duties with regard to current litigation or litigation likely to be filed.  
  
**ORS 40.225** relating to lawyer-client privilege.
  
- 3. **ADJOURNMENT**  
Mayor Truax adjourned the Executive Session at 6:06 p.m.  
  
Respectfully submitted,

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Anna D. Ruggles, CMC, City Recorder



**FOREST GROVE CITY COUNCIL REGULAR MEETING**  
**May 14, 2012 – 7:00 P.M.**  
**COMMUNITY AUDITORIUM**  
**PAGE 1**

*Minutes are unofficial until approved by Council.*

**1. ROLL CALL:**

Mayor Peter Truax called the regular City Council meeting to order at 7:00 p.m. and led the Pledge of Allegiance. **ROLL CALL: COUNCIL PRESENT:** Thomas BeLusko, Jr., Thomas Johnston, Council President, Victoria Lowe, Camille Miller, Ronald Thompson, Elena Uhing, and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager; Kerry Aleshire, Police Chief; Paul Downey, Administrative Services Director; Rob Foster, Public Works Director; Michael Kinkade, Fire Chief; George Cress, Light and Power Director (in the audience); Colleen Winters, Library Director (in the audience); and Anna Ruggles, City Recorder.

**1. A. POLICE OFFICER SWEARING-IN CEREMONY:**

Ruggles administered the Oath of Office to Jeremy Lazenby who was sworn-in as Police Officer. Police Chief Aleshire read the biography and introduced, welcomed and presented Officer Lazenby with his official Police badge.

**1. B. EMPLOYEE RECOGNITION:**

Mayor Truax and City Manager Sykes presented a Certificate of Appreciation and a plaque honoring Kerry Aleshire, Police Chief, in recognition of his dedicated years of service as Police Chief, noting Chief Aleshire was hired in 2004 and his last day with the City is May 21, 2012. Sykes commended Chief Aleshire, noting Chief Aleshire was very instrumental in raising citizen awareness and citizen participation, crediting Chief Aleshire for implementing the Citizens' Police Academy and Police Officer Reserve Program as well recognizing him for other significant accomplishments.

**1. C. INTERIM POLICE CHIEF SWEARING-IN CEREMONY:**

Ruggles administered the Oath of Office to Bill Steele who was sworn-in as Interim Police Chief. Police Chief Aleshire read the biography and introduced, welcomed and presented Chief Steele with his official Police badge. Sykes welcomed Steele, noting Steele is a Washington County Sheriff's Office Chief Deputy temporarily assigned as Interim Police Chief, through an Intergovernmental Agreement with Washington County, for five months while the City is recruiting for a new Police Chief.

**FOREST GROVE CITY COUNCIL REGULAR MEETING**  
**May 14, 2012 – 7:00 P.M.**  
**COMMUNITY AUDITORIUM**  
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**1. D. PROCLAMATIONS:**

*National Police Week*

Council President Johnston read the proclamation proclaiming May 13 – May 19, 2012, as “National Police Week in Forest Grove”. Johnston presented the proclamation to Police Chief Aleshire who accepted the proclamation on behalf of the Forest Grove Police Department.

*Forest Grove Fire and Rescue Emergency Medical Services Week*

Council President Johnston read the proclamation proclaiming May 20 – May 26, 2012, as “Fire and Rescue Emergency Medical Services Week” in Forest Grove”. Johnston presented the proclamation to Fire Chief Kinkade who accepted the proclamation on behalf of the Forest Grove Fire and Rescue Department.

**CIVILIAN APPRECIATION CERTIFICATE (ADDED TO AGENDA):**

Fire Chief Kinkade read the Citation of Merit honoring Phoebe Reinecker, Reinecker Nursery, for a recent act involving saving the life of one of their employees, who gone into cardiac arrest, by administering effective CPR. Chief Kinkade presented the Civilian Appreciation Certificate to Reinecker and commended her for her courageous act and heroic deed.

*Emergency Medical Services Week*

Council President Johnston read the proclamation proclaiming May 20 – May 26, 2012, as “Emergency Medical Services Week” in Forest Grove”. Johnston presented the proclamation to Robert Breihoff who accepted the proclamation on behalf of Metro West Ambulance. Metro West Ambulance presented a Certificate of Appreciation to Johnston who accepted the plaque on behalf of the City.

*National Historic Preservation Month*

Councilor Uhing read the proclamation proclaiming the month of May, 2012, as “National Historic Preservation Month”. Neil Poulsen, Chair, and Holly Tsur, Vice Chair of Historic Landmark Board (HLB), accepted the proclamation on behalf of HLB.

**FOREST GROVE CITY COUNCIL REGULAR MEETING**  
**May 14, 2012 – 7:00 P.M.**  
**COMMUNITY AUDITORIUM**  
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**1. E. ERIC G. STEWART AWARD PRESENTATION:**

Mayor Truax presented the "2012 Eric G. Stewart Award" to Ismoon Hunter-Morton, City Librarian, and her Team of Volunteers, including: Casey Kolakowski, Linda Lee, Mitch Perdue, Chris Potter, Chuck Prichard, Don Santo, Jessie Sweeney, and Jane Zilk, in recognition of outstanding service and support of historic preservation in Forest Grove. Hunter-Morton and her Team of Volunteers spent literally hundreds of hours preserving, indexing, and archiving the Eric Stewart Historical Collection (chronicling the history of Forest Grove), which was gifted to the City approximately 20 years ago. The collection will be available for public viewing in the Stewart History Room at the Forest Grove Library.

**1. F. IF I WERE MAYOR 2012 AWARD PRESENTATION:**

Mayor Truax announced the 2012 "If I Were Mayor Contest" winner Jordan Kollar, Harvey Elementary School, noting Kollar is awarded a \$50 cash prize for submitting a Poster, with the theme "*If I Were Mayor, After-School Would Be...*". Mayor Truax noted the Oregon Mayors Association sponsors the contest and all entries are submitted into the State level contest for a chance to win a laptop computer.

**2. CITIZEN COMMUNICATIONS: None.**

**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) Meeting Minutes of April 23, 2012.
- B. Approve City Council Work Session (Subdivision Analysis) Meeting Minutes of April 23, 2012.
- C. Approve City Council Regular Meeting Minutes of April 23, 2012.
- D. Accept Community Forestry Commission Meeting Minutes of March 21, 2012.
- E. Accept Historic Landmarks Board Meeting Minutes of March 27, 2012.
- F. Accept Parks and Recreation Commission Meeting Minutes

**FOREST GROVE CITY COUNCIL REGULAR MEETING**  
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**COMMUNITY AUDITORIUM**  
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of March 22, 2012.

- G. Accept Planning Commission Meeting Minutes of March 5, 2012.
- H. Community Development Department Monthly Building Activity Informational Report for April 2012.
- I. Library Department Monthly Circulation Statistics Report for May 2012.

**MOTION:** Councilor Lowe moved, seconded by Council President Johnston, to approve the Consent Agenda as presented. MOTION CARRIED 7-0 by voice vote.

- 4. **ADDITIONS/DELETIONS:** None.
- 5. **PRESENTATIONS:** None.
- 6. **PUBLIC HEARING AND FIRST AND SECOND READING OF ORDINANCE NO. 2012-03 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**

**Staff Report:**

Foster and Downey presented the above-proposed ordinance for Council consideration, noting the proposed ordinance is assessing the final costs to property owners (listed in Exhibit A) who voluntarily consented to sidewalk repairs pursuant to the City-Wide Voluntary Sidewalk Local Improvements District Program. Foster reported the second phase of the program resumed January, 2012, and is now completed, noting staff is submitting for Council consideration the completed projects on a monthly basis so reimbursement costs to the City can be assessed immediately thereafter. Downey outlined the repayment terms, noting property owners who submit installment agreements for payment option 1B, pursuant to Resolution No. 2010-67, the installment period will be 60 months at an interest rate of 4.25% with no pre-payment penalty. For property owners

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**COMMUNITY AUDITORIUM**  
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who submit installment agreements for payment option 1C, the installment period will be 120 months at an interest rate of 6.50% with no pre-payment penalty. Property owners whose payment becomes delinquent will be assessed a penalty of \$10 per every 30-day period payments are or remain delinquent. Downey advised the assessments would be listed in the City's lien docket and if unpaid (along with accrued and unpaid interest and penalties), the City could lien pursuant to ORS. In conclusion, Foster and Downey advised staff is recommending Council declare the proposed ordinance as an emergency in order for the City Recorder to file the assessment liens in a timely manner.

Before proceeding with Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Ordinance No. 2012-03 for first and second reading, declaring an emergency pursuant to City Charter.

Sykes read Ordinance No. 2012-03 by title for first and second reading, declaring an emergency pursuant to City Charter.

**MOTION: Councilor BeLusko, Jr., moved, seconded by Councilor Miller, to approve First and Second Reading and adopt Ordinance No. 2012-03 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.**

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing.

**Written Objections Received:**

No written objections to the assessments were received prior to the published deadline of May 14, 2012, 7:00 p.m.

**Proponents:**

No one testified and no written comments were received.

**Opponents:**

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**COMMUNITY AUDITORIUM**  
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No one testified and no written comments were received.

**Others:**

No one testified and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

**Council Discussion:**

Hearing no discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

**ROLL CALL VOTE: AYES: Councilors BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

**7. PUBLIC HEARING ADOPTING CITY MANAGER ANNUAL PERFORMANCE EVALUATION STANDARDS AND CRITERIA**

**Staff Report:**

Mayor Truax reported that pursuant to the City Manager's Employment Agreement, Section 6, the Council must evaluate the City Manager's annual performance and establish the performance evaluation criteria, standards, policy directives, and compensation in an open meeting. Mayor Truax outlined the City Manager performance evaluation process as follows, which is the same process as previous years:

1. City Manager is directed to prepare a self-evaluation.
2. Department Directors are asked to submit input with an option to remain confidential. Council has named the City Attorney, as third-party person, who will prohibit disclosure of information submitted in confidence as provided by ORS 192.502(4).
3. City Attorney compiles submitted comments into a single document and distributes results in a sealed envelope directly to Council.
4. Council reviews compiled responses with City Manager in Executive Session.
5. Each Councilmember submits an evaluation form to Mayor.
6. Mayor and Council President tabulate and summarize results of Council evaluations and present performance appraisal to City

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Manager in Executive Session.

In addition, Mayor Truax reported Council will hear the City Manager's self-evaluation and review the compiled responses and comments with the City Manager in Executive Sessions tentatively scheduled for May 29 and June 11, 2012, and after concluding the performance appraisal in the Executive Session scheduled for June 25, 2012, Council will return into open meeting to give a summary of the City Manager's performance appraisal.

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing.

**Proponents:**

No one wished to testify and no written comments were received.

**Opponents:**

No one wished to testify and no written comments were received.

**Others:**

No one wished to testify and no written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

**Council Discussion:**

BeLusko mentioned that he recalled the Council discussing last year about having a team look at redoing the performance evaluation form, noting he volunteered to be on the review team, to which Mayor Truax replied he recalls discussing the evaluation process but not formally redoing the form. Mayor Truax indicated Council did look at various forms but did not find a better tool, noting he believes the current form is serving Council's purpose.

Council President Johnston mentioned that he recalled Council also discussing having reviews two or three times a year instead of waiting all year to complete the City Manager's performance appraisal, noting it is important to highlight the important things as they occur.

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Thompson mentioned as a reminder that Council is receiving updates from all departments from the City Manager in his bi-monthly reports to Council, noting Council could summarize what has been recorded in the City Manager's updates.

In conclusion of the above-noted discussion, Mayor Truax asked staff to remind him to put the City Manager's evaluation performance on their October/November Agenda for discussion and again in February/March Agenda to review the overall process. In addition, Mayor Truax advised that he might ask one more Councilor to assist with the summary and tabulation.

**MOTION BY CONSENSUS:** Mayor Truax asked for Council consensus to adopt the above-proposed City Manager's performance evaluation standards and criteria as noted above.

Hearing no further discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

**ROLL CALL VOTE:** **AYES:** Councilors BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. **NOES:** None.  
**MOTION CARRIED 7-0.**

**8. RESOLUTION NO. 2012-30 AUTHORIZING CITY MANAGER TO ENDORSE INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF FOREST GROVE AND THE CITY OF CORNELIUS RELATING TO THE COMPLETION OF A WATER LINE PROJECT (TV HIGHWAY WATERLINE PROJECT)**

**Staff Report:**

Downey and Foster presented the above-proposed resolution for Council consideration, noting the proposed resolution authorizes the City to enter into an Intergovernmental Agreement (IGA) with the City of Cornelius for the purpose of completing a waterline project along Tualatin Valley Highway (TV Highway 8), on the east side of town near Taco Bell and the future Prime Time Restaurant. Foster reported the City of Cornelius recently identified a water project that they would like to complete in the same vicinity but within their City limits, noting both cities would like having the projects completed prior to the Oregon Department of Transportation's

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repaving project. Foster explained the City of Cornelius will bid the project and manage the construction and the City will reimburse Cornelius of its portion of the project as noted below. In conclusion, Downey referenced the IGA (Exhibit A) outlining the cost of each projects, noting the City's share is \$68,396 for its waterline project and Cornelius's share is \$42,495 for its waterline project.

Before proceeding with Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2012-30.

**MOTION: Council President Johnston moved, seconded by Councilor Lowe, to adopt Resolution No. 2012-30 Authorizing City Manager to Endorse Intergovernmental Agreement (IGA) between the City of Forest Grove and the City of Cornelius relating to the Completion of a Water Line Project (TV Highway Waterline Project).**

**Council Discussion:**

BeLusko commended staff for coordinating the projects, noting this is a great example of entities working together.

Hearing no further discussion from the Council, Mayor Truax asked for a roll call vote on the above motion.

**ROLL CALL VOTE: AYES: Councilors BeLusko, Jr., Johnston, Lowe, Miller, Thompson, Uhing, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.**

**9. DISCUSS AND DETERMINE DISTRIBUTION OF FUNDING FOR COMMUNITY ENHANCEMENT PROGRAM (CEP) PROJECTS FOR FISCAL YEAR 2012-13**

**Staff Report:**

Downey reported the purpose of the above-noted agenda item was to discuss designating the 2012-13 Community Enhancement Program (CEP) projects and funding allocations. Downey reported the City received 24 applications totaling \$129,350 and the CEP funds available to disburse are \$57,000. Downey reported the Council heard the CEP project presentations on April 17, 2012, and Councilors submitted their individual recommended funding allocations for the various CEP projects.

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**Council Discussion:**

Mayor Truax opened the floor and roundtable discussion ensued pertaining to designating the 2012-13 CEP projects and allocation of the CEP funds based on the funding allocation methodology adopted by Council. Downey presented an overhead copy of the worksheet outlining each of the Councilmember's recommended funding allocations for each of the CEP projects. Downey advised some of the projects did not receive funding from at least four Councilors as required by the funding allocation methodology adopted by Council, noting projects are subject to drop off the list unless funds are reallocated from at least four Councilmembers. Discussion ensued as Council assessed the projects and reallocated individual funds available for reallocation. At the conclusion of the above-noted assessment, Council collectively allocated the following funding amounts to each of the CEP projects as noted below:

**2012-13 COMMUNITY ENHANCEMENT GRANT FUNDING**

<b>PROJECT</b>	<b>SPONSOR</b>	<b>AMOUNT FUNDED</b>
Housing Rehab, Repair & Access Modifications	Rebuilding Together * Washington County	\$3,086
Emergency Overnight Housing	St. Vincent dePaul Society	\$872
Old Glory	FG Firefighters Association	\$1,913
Sidewalk Chalk Art Festival	Valley Art Association	\$3,606
Food Service Equipment Replacement/Conversion	FG Senior & Community Center	\$3,400
The Main Course - A Celebration of NW Wine & Food	FG Foundation Main Course Team	\$1,847
FGSD Mentoring Program	Big Brothers Big Sisters Columbia NW	\$2,530
HLB Grant Program	Historic Landmarks Board	\$4,050
Farmers Market Revitalization: Increasing Community Opportunities	Adelante Mujeres	\$5,264
Register of Significant Tree Inspections	Community Forestry Commission	\$1,250
WESTCO	Community Action Organization	\$4,203
Football Tackle Dummies/Blocking Sleds	Little Guy Football	\$1,252

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Building Permit Fees for Low Income Housing	West Tuality Habitat For Humanity	\$4,904
Ticket Booth Renovation	Theatre in the Grove	\$1,376
Youth Empowerment Program	Adventures Without Limits	\$1,750
Adelante Chicas Summer Day Camps	Adelante Mujeres	\$1,350
Downtown Attraction / First Wednesday	City Club	\$2,525
Art Alive in Forest Grove	Public Arts Commission	\$3,150
FG Community Garden- Maintenance and Compost	Community Garden Committee	\$912
Art Education in Forest Grove	Valley Art Association	\$1,850
Old Train Station Exterior Renovation	Friends of Historic Forest Grove	\$2,346
FGLL Uniforms and Gear	Forest Grove Little League	\$1,500
Fernhill Wetlands Viewing Shelter Replacement	Fernhill Wetlands Council, Inc.	\$2,064
TOTAL FUNDS AWARDED FOR FY 2012-13		\$57,000

At the conclusion of the above-discussion, Downey advised staff would bring back a proposed resolution making the above CEP allocations for Council consideration at the next meeting, at which time the Public Hearing would also be held.

**10. CITY MANAGER'S REPORT:**

City Manager Sykes reported on upcoming events as noted in the Council calendar and reported on other various upcoming local meetings and events. Sykes reported the first Budget Committee Meeting is scheduled for Wednesday, May 23, 2012, at 7:00 p.m., noting the proposed budget books will be distributed May 16, 2012. Sykes reported staff has been examining merging the City of Cornelius's Municipal Court with Forest Grove's Municipal Court, noting by doing this merge, it will allow the City to keep a full-time staff person. Sykes commended and thanked Police Chief Aleshire for his tenure with the City and expressed his appreciation of having Bill Steele as Interim Police Chief, noting he will be conducting a national recruitment for a new Police Chief and will use the same process as he has in the past, i.e., three panels and technical committee.

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In addition, Sykes distributed a copy of his written report, which outlined various meetings he attended and provided updates on various City department-related activities, projects, and other upcoming city/community-wide events.

**11. COUNCIL COMMUNICATIONS:**

BeLusko reported he was unable to attend the Public Arts Commission meeting. BeLusko reported on Economic Development Commission-related activities, noting the Business Incentive Program will be coming back to Council for consideration to renew/extend the program. BeLusko reported May 22, 2012, is the next Downtown Revitalization meeting, noting the program is being conducted by Metro on the City's behalf. In addition, BeLusko reported on other matters of interest and upcoming meetings he was planning to attend.

Council President Johnston reported on matters of interest and upcoming meetings he was planning to attend.

Lowe reported on Fernhill Wetlands-related activities, noting Clean Water Services is working on a documentary about Fernhill Wetlands. In addition, Lowe reported on other matters of interest and upcoming meetings she was planning to attend.

Miller reported on upcoming community-related events and meetings she was planning to attend.

Thompson reported on Forest Grove Senior and Community Center-related activities. In addition, Thompson reported on other matters of interest and upcoming meetings he was planning to attend.

Uhing commended Jeff King, Economic Development Coordinator, for his work and the remarkable relationships he has developed with local business owners. Uhing reported on Historic Landmarks Board (HLB)-related activities, noting approximately 30 people and 14 vendors attended HLB's Preservation Fair event on Saturday, May 5, 2012.

Mayor Truax reported on various local, regional, Metro, and Washington County meetings he attended and reported on various upcoming meetings and community-related events he was planning to attend. Mayor Truax

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advised the League of Oregon Cities would be sending out soon its list of proposed legislative topics to be scored and returned to the Board for consideration. Mayor Truax reported on Library Commission meeting, noting the Commission is working on its mission statement. Mayor Truax reported the Washington County Visitors Association has hired a new Executive Director, Carolyn McCormick, who will be visiting Forest Grove on Wednesday, May 16, 2012. In addition, Mayor Truax highlighted various upcoming Council Calendar events and other community-related matters of interest. In conclusion, Mayor Truax reminded everyone to vote by May 15, 2012, Primary Election.

**12. ADJOURNMENT:**

Mayor Truax adjourned the meeting at 8:54 p.m.

Respectfully submitted,

---

Anna D. Ruggles, CMC, City Recorder



**Minutes approved by the PAC on May 10, 2012.**

- 1) CALL TO ORDER:** Kathleen Leatham called the meeting to order at 5:00 p.m.  
**PRESENT:** Kathy Broom, Linda Taylor, Dana Zurcher, Kathleen Leatham, Pat Truax, Jim Flory, Tom Gamble, Dana Lommen and Colleen Winters. **ABSENT:** James Friend and Council Liaison Tom BeLusko.
- 2) CITIZEN COMMUNICATION:** Dana Lommen introduced himself as the treasurer of TITG and that he was attending in James Friend's absence.
- 3) APPROVAL OF PAC MEETING MINUTES OF March 15, 2012.** Jim Flory moved and Linda Taylor seconded that the minutes be approved as presented. The vote was favorable.
- 4) ADDITIONS/DELETIONS**
  - Levy message from Mayor Peter Truax and Glenn VanBlarcom
  - Newly appointed PAC board members
  - Update on WCVA Grant-Colleen Winters
  - Update on Artist Dinner – Jim Flory
- 5) BUSINESS:**
  - a) Arts in the Grove:** Final preparations were made for the April 14<sup>th</sup> event. Set up at the FG UCC, clean up at Valley Art Gallery were discussed. We will plan to meet at the church at noon on the 14<sup>th</sup> to set up the room and make final preparations. Food will be picked up from Maggie's Buns and delivered to Valley Art. Information gleaned from the event will be charted, grafted and compiled to give us a picture of what direction the public sees the PAC taking.
  - b) TITG** sent a proposal for use of the 2011 Main course donation. They propose to use the money for facilitating a free learning art experience for kids through the CAST (Children's After School Theater) program this summer. The \$1000 will be used to help offset the cost for royalties for a musical, teachers, and other cost associated with this Free to children opportunity. **Pat moved and Linda seconded this proposal. The vote was favorable.** As this is different from the regulations on a mini grant the funds will be distributed in a timely manner.
  - c) CEP Application:** Kathleen and Dana completed the CEP grant application. Kathleen will represent the PAC at the presentations to the City Council on April 17<sup>th</sup>.
  - d) Financial Report:** Two of the Robert Weller paintings are being framed to be displayed in the library. This cost will be charged to the 2011 CEP grant. \$1000 has been awarded to TITG for the CAST program, these funds are from the Main Course donation. There are still funds available for additional mini grants.
  - e) Levy message:** Mayor Pete Truax and Glenn VanBlarcom explained the Public Safety/Community Services Levy, Ballot Measure #34-196. They gave a brief history of the levy and its importance to the vitality of the City. We were encouraged to vote by May 15, 2012.
  - f) PAC Board Members:** With the addition of Laura Frye as the FGSD representative and

**PUBLIC ARTS COMMISSION**

**April 12, 2012**

Community Auditorium Conference Room

Page 2

Barb Smith as an at-large member, the PAC has a full commission. Jim Flory will pursue students from the Art Department at Pacific University to fill the student position.

**g) Washington County Visitors Association (WCVA) Grant:** Colleen reports that our grant has made it to round two. She, Kathleen, and Linda will attend the interview on Wednesday, April 18, at 9:15 am to further explain to the grant committee how Public Art will compliment tourism in Forest Grove.

**h) Artist Dinner:** Jim Flory announced that on either October 5<sup>th</sup> or the 12<sup>th</sup> there will be an Artist dinner at Pacific University featuring the university art faculty. This event will be open to 45-50 participants and feature dinner and an art sale.

Kathleen Leatham graciously volunteered, along her husband Ray, to host a Meet the Artist dinner as soon as arrangements can be made with an artist.

**6) COMMISSIONERS COMMENTS:** None at this time.

**7) STAFF COMMUNICATIONS:** None at this time.

**8) ADJOURNMENT:** The meeting adjourned at 6:30 p.m. The next regular meeting will be Thursday, May 10, at 5:00.

Submitted by  
Pat Truax

**APPROVED**

30

1. **ROLL CALL:**

Chair Chere Sandusky called the meeting to order at 7:32 am

**MEMBERS PRESENT:** Chere Sandusky, Bob Mills, Russell Redmond, Victoria Johnson, Mike Bernhardt and John Rinier

**LIAISONS PRESENT:** Matt Pool, and City Councilor Tom Johnston

**STAFF PRESENT:** Fire: Chief Michael Kinkade Police: Chief Aleshire, and Carol Lorenz

**CITIZEN PRESENT:** None

**MEMBERS NOT PRESENT:** Randall Roedl, and Tim Dierickx

**LIAISONS NOT PRESENT:** Drue Garrison, Rob Dahl, Byron Schmildkofer, Brandon Hundley, Naomi Montelongo, and Harold Roark

2. **CITIZEN COMMUNICATIONS:** None

3. **APPROVAL OF MINUTES:** April 24, 2012 minutes approved and seconded

4. **ADDITIONS/DELETIONS:** None

5. **ACTION ITEMS/DISCUSSION:** Election for Vice Chairperson – Victoria Johnson nominated Bob Mills and was seconded by Russ Redmond. All in favor – Bob Mills reelected to Vice Chair.

6. **SUBCOMMITTEE:** None

7. **STAFF REPORT:**

**Police:**

**Monthly Department Report:** See attached

**Police partnering with Forest Grove High School:** The police department along with the Forest Grove School District is partnering to educate the community regarding drugs in our community.

**Citizen's Academy:** The department received a lot of good feedback regarding our 4<sup>th</sup> annual citizen's academy and what officers deal with regarding their jobs.

**Murder Cases:** Our detectives have been very busy working on three murder cases.

**PUBLIC SAFETY ADVISORY COMMISSION  
FOREST GROVE FIRE STATION,  
1919 ASH STREET  
April 24, 2012  
PAGE 2 OF 2**

**Staffing:** CSO Debbie Andrews will be leaving April 25<sup>th</sup> due to her husband being transferred. Chief Aleshire has taken a position with Beaverton PD and his last day will be May 21<sup>st</sup>.

**Fire:**

**Monthly Department Report:** See attached

**PSAC:** Tom Johnston reported information from the League of Oregon City. Councilor Johnston shared that there is discussion regarding 10 year levies, and Oregon's tax system.

8. **OLD BUSINESS:**

9. **NEW BUSINESS:**

Victoria Johnson recommended discussing the idea of a "police and fire budget strategy" for the next PSAC meeting. It was agreed to have it listed on the agenda and Victoria is going to present ideas for discussion.

10. **ANNOUNCEMENT OF NEXT MEETING:** May 23, 2012

11. **ADJOURNMENT:**

Chere Sandusky adjourned the meeting at 08:55 a.m.

Respectfully submitted by:  
Carol Lorenz



# Fire Chief's Report

Reporting Period: March 1-31, 2012



## Notable Calls and Events

1. Forest Grove - Severe motor vehicle accident on Highway 6 on March 23, Volkswagen Bus versus semi-truck. Patient was extricated and transported but died at the hospital.
2. Forest Grove - Large gas leak in the 900 block of Goff Road after workers accidentally cut a 2" line with a backhoe. Crews monitored neighboring houses for LEL of natural gas. Area was blocked off until Northwest Natural could repair the leak. No evacuations required.
3. Forest Grove - On March 17, C Shift attended the annual fund raiser dinner at the Forest Grove Senior Center.
4. Forest Grove - Structure fire in manufactured home on Wilson River Highway, believed to have started in attic.
5. Cornelius - Motor home fire next to house on South Nectarine. Motor home was 3' from a house but fire was confined to the motor home, a 1958 converted 30' Greyhound bus. The motor home was a complete loss.
6. Forest Grove: Responded to weather related crash resulting from snow/ice build up on the Wilson River Highway summit. This crash involved 20 to 30 vehicles, including 3 semi trucks and a tour type bus. No injuries.
7. Cornelius: Lieutenant Sheila Jackson announced she will retire from the Cornelius Fire Department on May 1, 2012 after 20 years of service.
8. Cornelius: Kurt Albee received Cornelius City Council recognition for his 35 years of dedicated service to the Cornelius Fire Department. The event was attended by over 40 firefighters from both Cornelius and Forest Grove.

## Training

1. Joint: Division Chief O'Connor met with TVFR Training Captains to discuss joint compartment fire behavior training.
2. Forest Grove: Division Chief O'Connor assisted with teaching components of NFPA Instructor III class.
3. Joint: Dr. Daya provided monthly medical training to both departments on March 19.
4. Forest Grove: FF Ted Penge completed NFPA Instructor II class, Lt. Chris Woodford completed all classes for NFPA Fire Officer II.
5. Joint: Fire Chief taught ICS 100 to Spring recruit firefighter academy, Division Chief Nemeyer taught Hazmat Awareness and Operations to same group.
6. Forest Grove: Division Chief O'Connor successfully completed re-accreditation of the department's fire training program with DPSST.



## Fire Chief's Report

Reporting Period: March 1-31, 2012



7. Cornelius: FF Kevin Ritcheson was certified to operate Engine 813 and FF Andrea Pumarejo has been certified to operate Engine 814 and 815.
8. Forest Grove: FF Will Murphy received training on use of Washington County's new mobile EMS training simulator and is in the process for reserving it for future training dates.
9. Forest Grove: Received updated on mobile fire training unit – exterior work nearly complete, will begin soon on interior components. Expecting delivery in the 2<sup>nd</sup> or 3<sup>rd</sup> week of May.
10. Forest Grove: Captain Joe Smith attended Type II Incident Management training at the TEEEX facility in College Station, Texas.

### Fire Prevention/Community Risk Reduction

1. Forest Grove: Division Chief Nemeyer provided a fire safety presentation to over 100 seniors at the Homestead Community Center.
2. Forest Grove: Fire inspections conducted of Forest Grove Community Charter school, Hilda Higge Home, Half-Moon Sports Bar, Diamond Place, FG Sushi, Mandarin Chinese Restaurant. Re-inspections of Grendels, Connies Corner Café, Sweet Pea Treasurers, Izgara Restaurant.
3. Joint: Division Chief Nemeyer attended school district safety committee meeting to discuss juvenile fire intervention programs – in the last most we have had 3 separate fires set in our schools.
4. Forest Grove: B Shift conducted a "red card party" at Jennings McCall – "red cards" are special cards that senior citizens keep on their refrigerators with medication and medical history listed for fire department paramedics to refer to in an emergency.
5. Forest Grove: Fire Marshal Nemeyer participated in the reading event at the kindergarten and first grade classes at Dilley Elementary School as part of a celebration for Dr. Seuss' birthday.
6. Joint: Fire Prevention Officers from both departments attended 3 day seminar on fire codes related to hazardous materials and flammable/combustible liquids in Hillsboro.

### Projects and Administration

1. Forest Grove: March Public Safety Advisory Committee meeting held. Updates provided on levy.
2. Forest Grove: Submitted fire department proposed budget to finance.
3. Forest Grove: Gales Creek remodel is complete. Forest Grove remodel has some pending electrical issues to be resolved but should be complete soon. Furniture has been ordered.



## Fire Chief's Report

Reporting Period: March 1-31, 2012



4. Cornelius: Lt. Duncan scheduled NFPA medical exams for firefighters that are due.
5. Joint: Continued research into records management systems for both departments.
6. Forest Grove: Responded to FEMA questions regarding details of SAFER application.
7. Cornelius: Lt. Duncan researched volunteer firefighter eligibility for EAP programs.
8. Cornelius: Received donated Type VI engine from TVFR, began process for placing in service.
9. Joint: Fire Chief attended Fire Defense Board – discussions on patch to YCOMM (they supported assisting with the funding for this), and progress on the TVID hydrant program.
10. Cornelius: Captain Marc Reckmann received notification from FEMA that the department was eligible for reimbursement of expenses that occurred for the intern program after December 2010 – applied for \$15,100 in funds.
11. Joint: Fire Chief attended Washington County EMS Operations meeting, major discussion on response criteria to medical/rehab/care facilities with recommendations made.
12. Forest Grove: Proposal given to City Department Heads for achieving NIMS level certification for employees.
13. Joint: Division Chief Nemeyer completed a draft policy for social media use.
14. Joint: Fire Chief had teleconference with Fire Chief's from Western Fire Chiefs Association and Oregon Fire Chiefs Association to discuss preparation for ISO rating – recommendation that we stall ISO to do our rating until they have adopted their new standard and corrected some of the turmoil currently going on with ISO.
15. Joint: Withdrew the grant request for continuity of operations planning for this year until we can get both Cities NIMS qualified.
16. Joint: Division Chief O'Connor continued administrative work on YCOM/WCCCA patch.
17. **Joint: Strategic plan update is posted here:**  
<http://dl.dropbox.com/u/56302195/Strategic%20Plan%20-%20Strategies.png>. Once the page opens click to zoom in, use the arrow keys on your keyboard to move around. Our progress is updated frequently. This update can also be access on our web site.





# Forest Grove Police Department Monthly Report - March 2012



## Patrol Division Activities

Homicide	Robbery	Rape	Sexual Assaults	Burglary	Theft	Agg. Assault	Domestic Assault	Simple Assault	DUII	Graffiti	Detox	Motor Vehicle Crash	Traffic Citations	Arrests
0	0	0	1	5	18	1	1	2	2	8	2	6	95	29

**Highlights:**

- Officers took a two burglary reports at Pacific University which were related to a stolen vehicle on Main Street. Successful K-9 track conducted leading to two arrests.
- Officer Jacobsen observed suspicious activity at Wal-Mart which turned out to be a theft in progress. Suspects were arrested for attempt to elude, theft and MIP.
- St. Patrick's Day DUII saturation patrol conducted.
- Numerous stolen items were recovered from a variety of unreported burglaries.
- Officers responded to a very large oak tree that fell across Main Street in downtown.
- Officers responded to a local restaurant where a patron assaulted an employee.
- There has been a notable increase of gang graffiti and patrol has responded by doing more directed patrols in affected areas.
- Attended Annual Leadership Seminar
- Subject arrested for heroin possession / use at local business bathroom.
- Assisted Geico insurance with a fraud scam involving the claim for \$24,000 related to a motor home reported stolen out of Forest Grove
- Assisted WC Animal Control with contacting subject regarding possible animal neglect.
- Officers assisted CSO with department tour for 32 young children
- Arrested a subject that broke into the Virginia Garcia Health Clinic at the high school.

## 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
13	17	1	1	17	29	0	5	0	0

- Niaz Khoshnaw arrest for the murder of Luis Guzman after approximately 20 detectives simultaneously deployed in four counties conducting multiple interviews
- Sgt. Foster and Det Hall presented at Soar With Your Dreams
- Det Smith presented an elder abuse session at Jennings McCall
- Sgt. Foster attended the NW Leadership Seminar
- Det. Smith wrote five search warrants for the Guzman homicide
- Sgt. Foster presented at two Citizen's Academy sessions



# Forest Grove Police Department Monthly Report - March 2012



## 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	Private Property Vehicles/Junk Contacts	Private Property Vehicles/Junk Resolved
5	7	4	36	2	7	5	17	9	8 removed after stickering	31	19	26	9

**CSO Highlights:**

- *Well attended (25) Neighborhood Watch meeting conducted with Kohl and Officer King. Many questions from attendees.*
- *Neighborhood Watch meeting for Pacific Crossing with 19 neighbors attending*
- *Attended Crime Prevention workshop with multi agency attendance focusing on crime prevention*
- *Conducted department tour of 32 kinder kids from Emmaus preschool*
- *Steering committee meeting attended for 1st Wed. report on NNO*
- *Visits to Senior Center, GAP, Theater in the Grove for youth production, parking info and or good will visits to local businesses ( 6)*
- *Conducted planning meetings and info sessions for National Night Out*
- *Extensive review of private property issues and notices sent with substantial response DA*

### **Significant Department Training Accomplished**

- *Outdoor Range/Special Impact Munitions Training completed*
- *New Field Training Officers selected*
- *Captains Ashbaugh and Herb attended week long Oregon Executive Leadership Institute training*

## CITY OF FOREST GROVE

### Financial Report For The Quarter Ending March 31, 2012

This is the quarterly financial report for the quarter ending March 31, 2012. This is the third quarter of the City's fiscal year ending June 30, 2012. The City has distributed the annual budget into quarterly budget allotments. The quarterly budget allotments are based upon the pattern of revenue collections and expenditure disbursements from the prior fiscal year.

The first part of this report is a graphical representation of the quarterly status of the City's major operating departments and funds. The second part of this report is the line item detail of the City's departments and funds. The actual revenues received or expenditures disbursed through the end of the quarter are compared to the quarterly budget allotment, and expressed in the detail report as both a dollar variance and percent variance.

Many revenues and expenditures are not received or spent on a regular monthly basis during the fiscal year. The quarterly budget allotment reflects this. For example, property tax revenue generally is received during the second quarter of the year; therefore, the quarterly budget allotment for the first quarter for property taxes will be zero. The second quarterly budget allotment for property taxes, however, will be nearly 100%, reflecting the City's expectation that property taxes are generally received during the second quarter.

This report begins with an overview of the General Fund, first in summary, and then each department. Next is the Building Service Fund, followed by the Information Systems Fund, the Light Fund and then select Public Works' funds. Not all of the City's funds are represented in the graphical section of this report, but are included in the line item detail section.

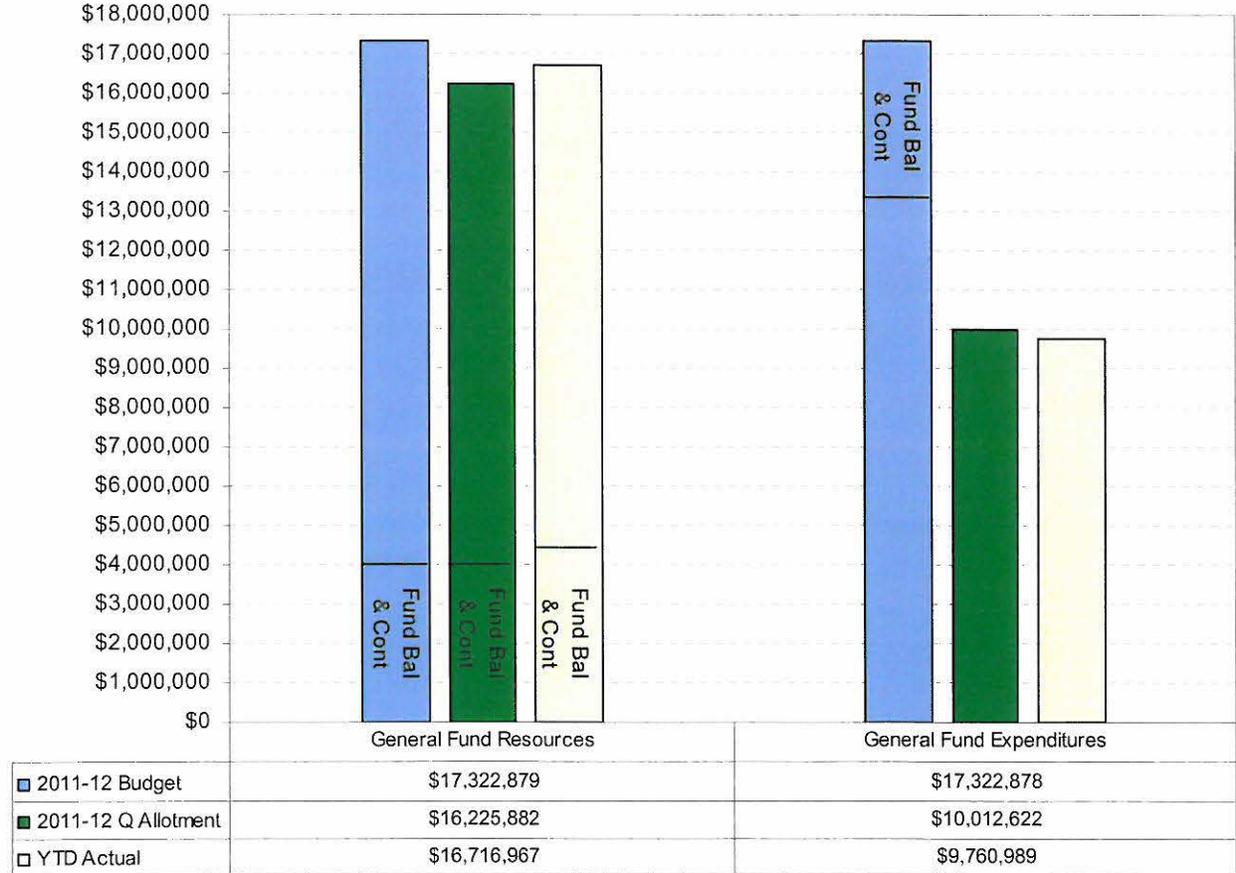
All funds have budgeted contingency and unappropriated fund balance, which enables each fund's expenditures to balance to its resources. However, the unappropriated fund balance cannot be spent during the fiscal year. Contingency funds can be spent with Council approval. Both amounts added together make up each fund's reserves. The unappropriated fund balance and contingency amounts are indicated on each fund's graphical display in order to give a sense of how much may actually be spent out of each fund.

# General Fund

The General Fund receives the most focus throughout the year and during the budget cycle. The General Fund houses property taxes and the major services areas the public associates with local government – police, fire, parks, aquatics and the library, in addition to administrative and planning functions. Below is a summary of the General Fund. General Fund revenues and expenditures are next broken down into categories and departments, respectively. Line item detail for each revenue source and expense item follows in the detail section of this report.

Through the third quarter of the year, the General Fund is in a good position. As explained more below, revenues are 3% ahead of the third quarter allotment, mainly due to fund balance as explained in the first quarter report. Spending is below its quarterly target by 3%. It is anticipated that the General Fund will end the fiscal year in the same way – with revenues 3% more than budgeted, and expenditures approximately 3% less than budgeted.

**General Fund Summary**



## General Fund Revenue

The following graph displays the General Fund Revenue in a snapshot. For each revenue category, the annual revenue is displayed, then the quarterly budget allocation, then the actual amounts collected through the end of the quarter.

Property taxes are generally received by the City in November, which falls during the second quarter. As seen in the chart below, the property taxes, including the local option levy, received are slightly ahead of the third quarter allotment, about \$64,000 or 1%. Property taxes will continue to trickle in through the rest of the year.

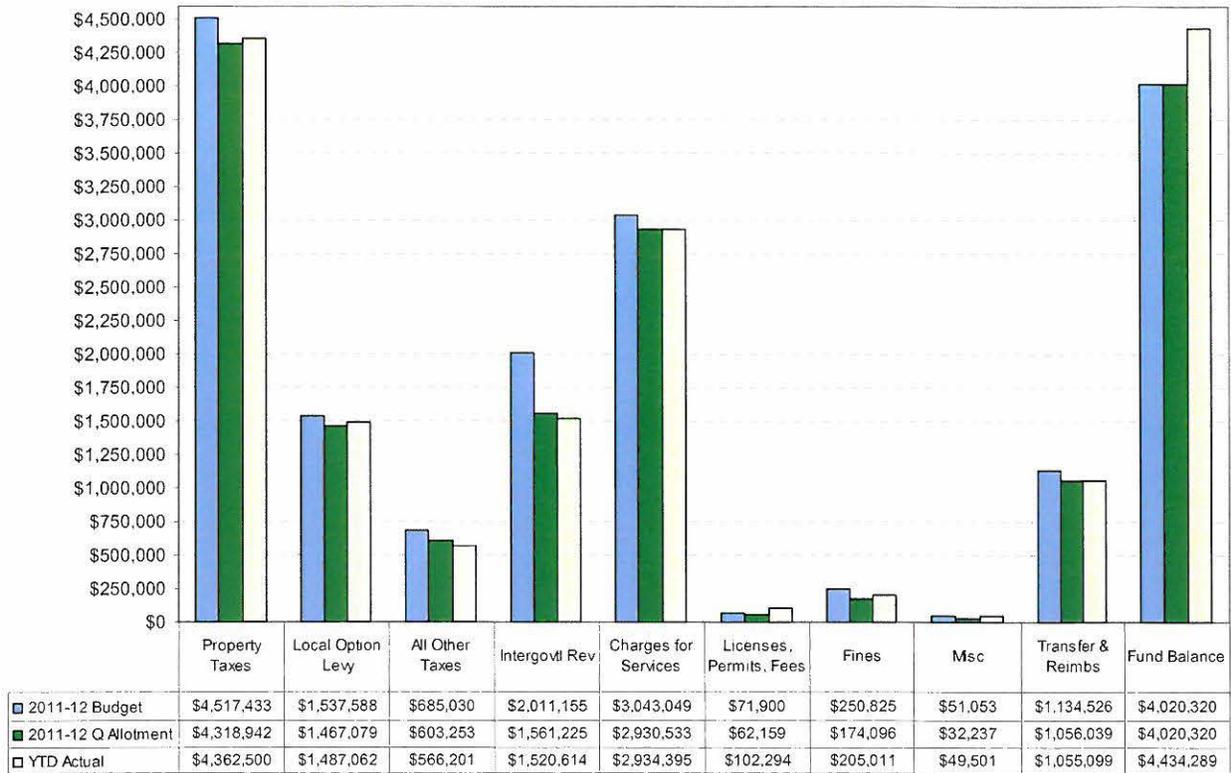
The two categories of revenue lagging their third quarter budget targets include the "All Other Taxes" category, and the "Intergovernmental Revenue" category. In the "All Other Taxes" category, revenues are about 6% less than the quarterly allotment. Last quarter, it was discovered that Waste Management was behind in paying their franchise taxes. They have now caught up. The 6% lag in "All Other Taxes" appears to be because the revenue line item "property taxes owed from prior years" is behind its budget estimate. Intergovernmental revenue is slightly behind its third quarter budget target. This is due to grants not yet being received, including SHPO, Homeland Security and the construction excise grant to study urban renewal. It is anticipated that these grants will carry forward to the next fiscal year. Another reason this category is behind its budget target is due to the closure of the worksource center. The City had budgeted to receive revenue from Portland Community College in support of the center, but since it closed, the City will not be receiving this revenue.

Overall, Charges for Services are right on target. However, the detail will reveal that swimming pool fees are behind the third quarter target, while park recreational fees are ahead.

License, Permits, Fees, Fines and Miscellaneous are tracking well above their third quarter budget targets. In the Fee category, Planning Fees are about \$24,000 ahead of the budget, and Engineering Inspection Fees are about \$18,000 ahead. This is due to a higher number of site reviews than anticipated. In the Fine category, Traffic Fines are tracking about \$24,000 above the third quarter allotment, and are on track to exceed the annual budget estimate. In the Miscellaneous category, interest earnings are up due to a higher balance (fund balance) earning interest. Also, the Parks and Police Departments received unanticipated donations, as explained in the second quarter.

As discussed in the first quarter report, the actual fund balance exceeds the amount budgeted. This represents how the previous fiscal year ended up when compared with projections, as discussed when the year-end 2011 quarterly report was presented. Last year, many departments underspent their budgets in the categories of utilities, professional services, supplies, training, and maintenance, adding those resources back to fund balance. Additionally, position vacancies added back nearly \$250,000 to fund balance.

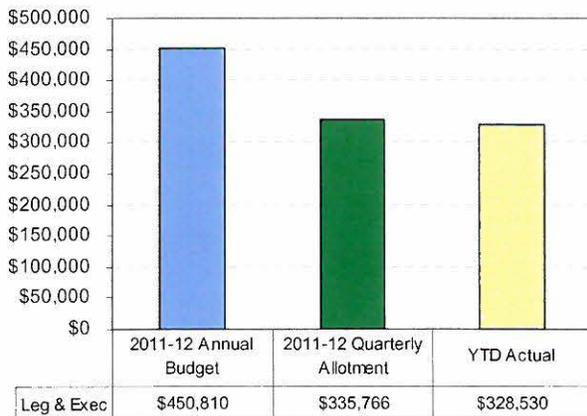
### General Fund Revenue - 3rd Quarter



### General Fund Expenditures

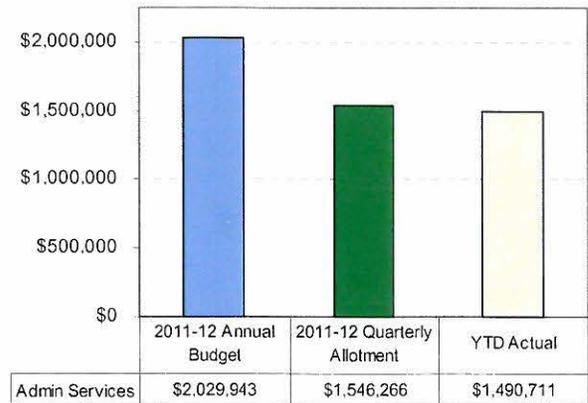
The following charts displays each General Fund Department. The annual budget for each is compared to the quarterly budget allotment and the actual amounts. Brief comments are included with each department's chart.

Leg & Exec



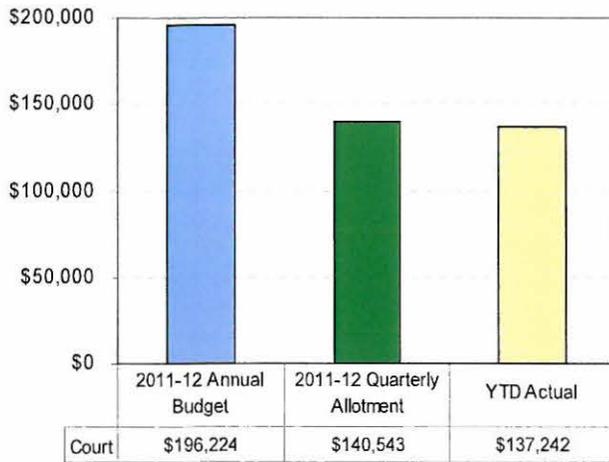
The Legislative and Executive Department is right on track with its spending so far this year. However, the Sister City visit will occur in July, and so will go against next year's budget.

Admin Services



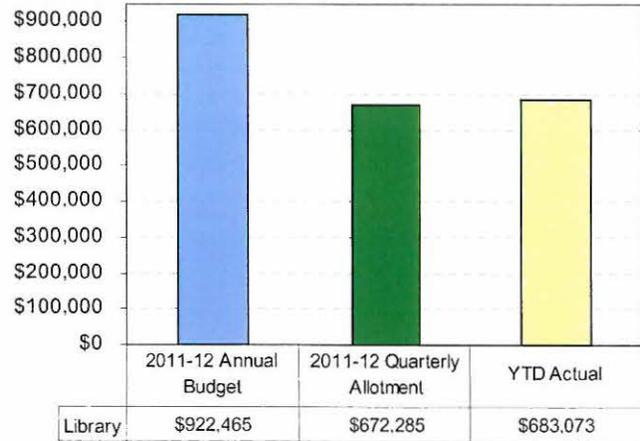
The Administrative Services Department is under-spending its budget so far this year, in the categories of professional services, training and facility repair.

### Court



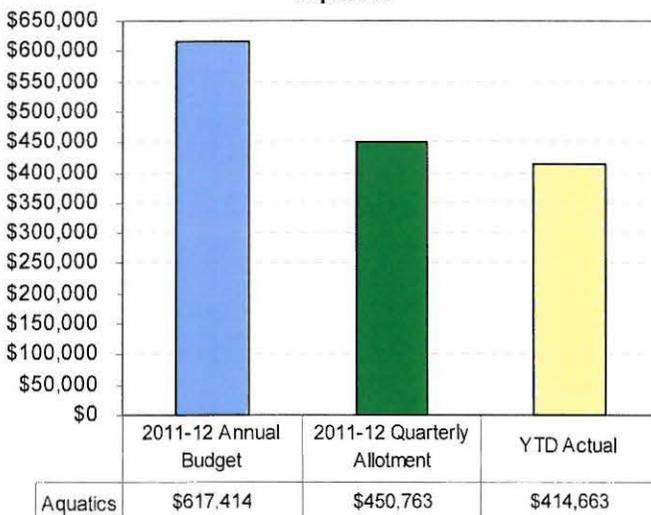
The Municipal Court Department is on target for spending through the third quarter. However, a change in the full-time equivalents for the Court leads to the regular wage account to be over budget, while the part-time account is under.

### Library



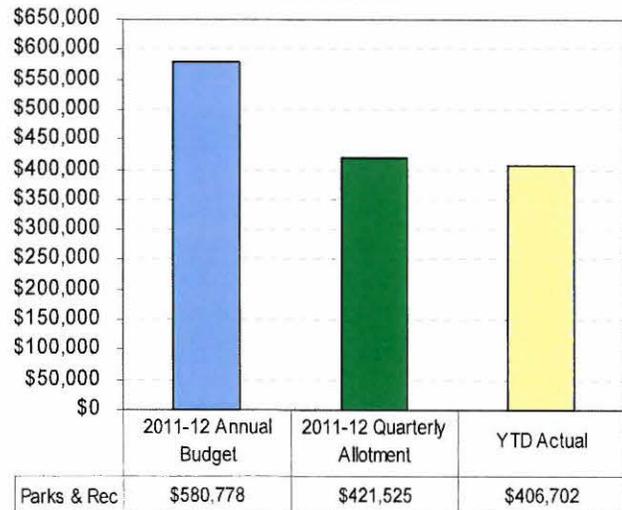
Through the third quarter, the Library has spent more on Library materials than originally anticipated. This should balance out in the remaining months of the fiscal year.

### Aquatics

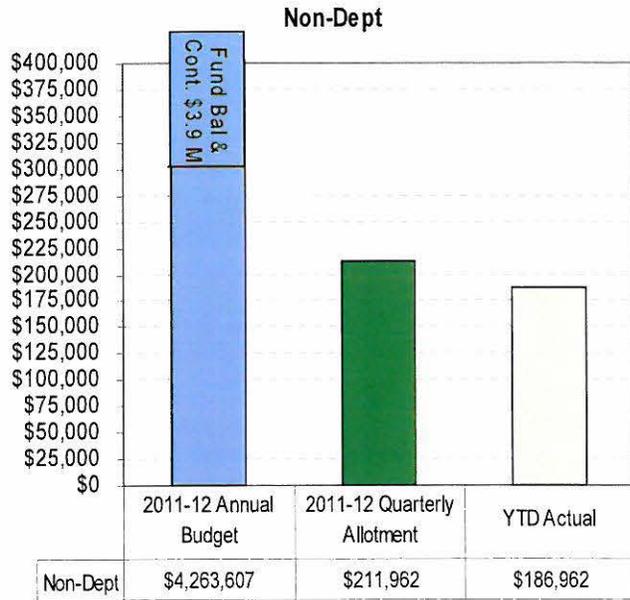


The Aquatics Department is underspending its budget by about 8%. The category of part-time help is under, due to the variations in hours worked by lifeguards and swim instructors at different rates of pay. Also, utilities are underspending because the price did not go up as originally thought.

### Parks & Rec

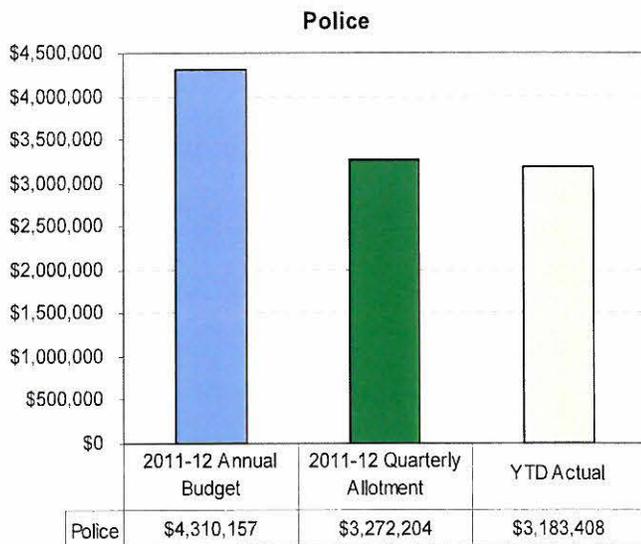


The Parks & Recreation Department is underspending about 3.5% so far this year, in the temporary wage account and facility supplies and maintenance.

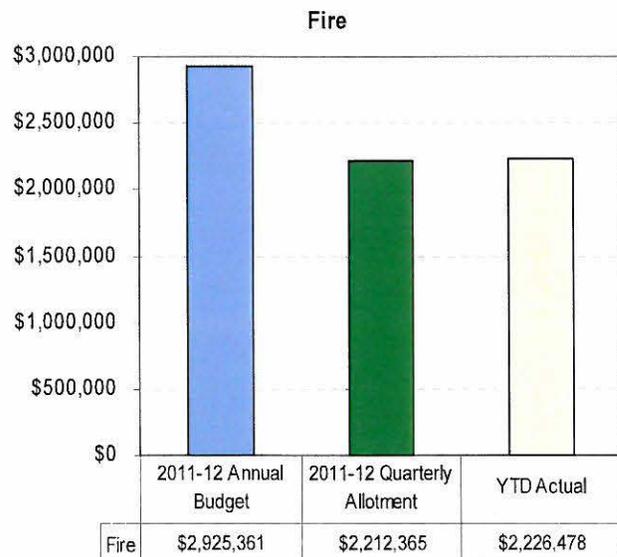


The Non-Departmental Department holds the General Fund's overall contingency and unappropriated fund balance. While these amounts are included in the annual budget, they are not spent, and therefore do not have a quarterly allotment. If contingency funds need to be expended during the year, they are transferred to one of the General Fund departments, and the expense is shown there, not here.

Other items in this department include pass through funds for the School District Excise Tax and the Metro Construction Excise Tax. The expense for polling the voters on the local option levy has also been budgeted in this department. The expenses are lagging behind the third quarter allotment for two main reasons: 1) the expenses budgeted for the worksource center will not occur since PCC is not supporting it; and 2) School District Construction Excise Tax is based upon collections and is lower than originally projected.

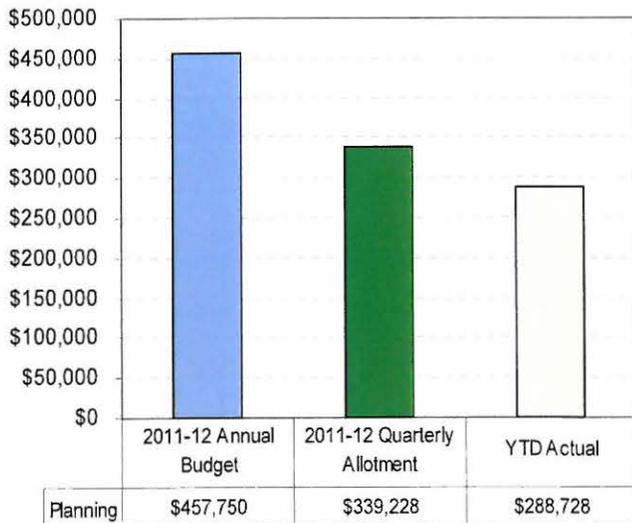


The Police Department is underspending its budget by about 3% due to vacant positions.



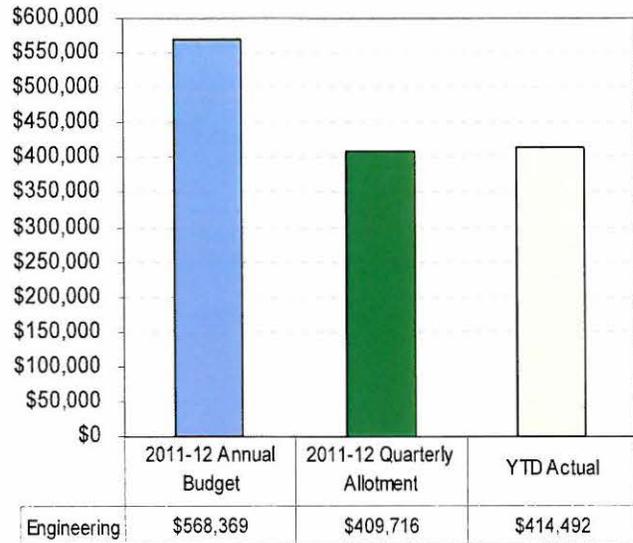
While the Fire Department spending is ahead of its third quarterly allotment, the department is not anticipated to over-spend. Some items were purchased earlier in the year than originally anticipated.

### Planning



The Planning Department is underspending its budget so far this year, due to grant expenses that have not yet been incurred. The grant is for an urban renewal feasibility study, funded from the Metro Construction Excise Tax. A consultant is now onboard and the study is underway, but this effort is expected to carry over into FY 2012-13.

### Engineering



The Engineering Department is right on track with its spending so far this year.

## Building Services Fund

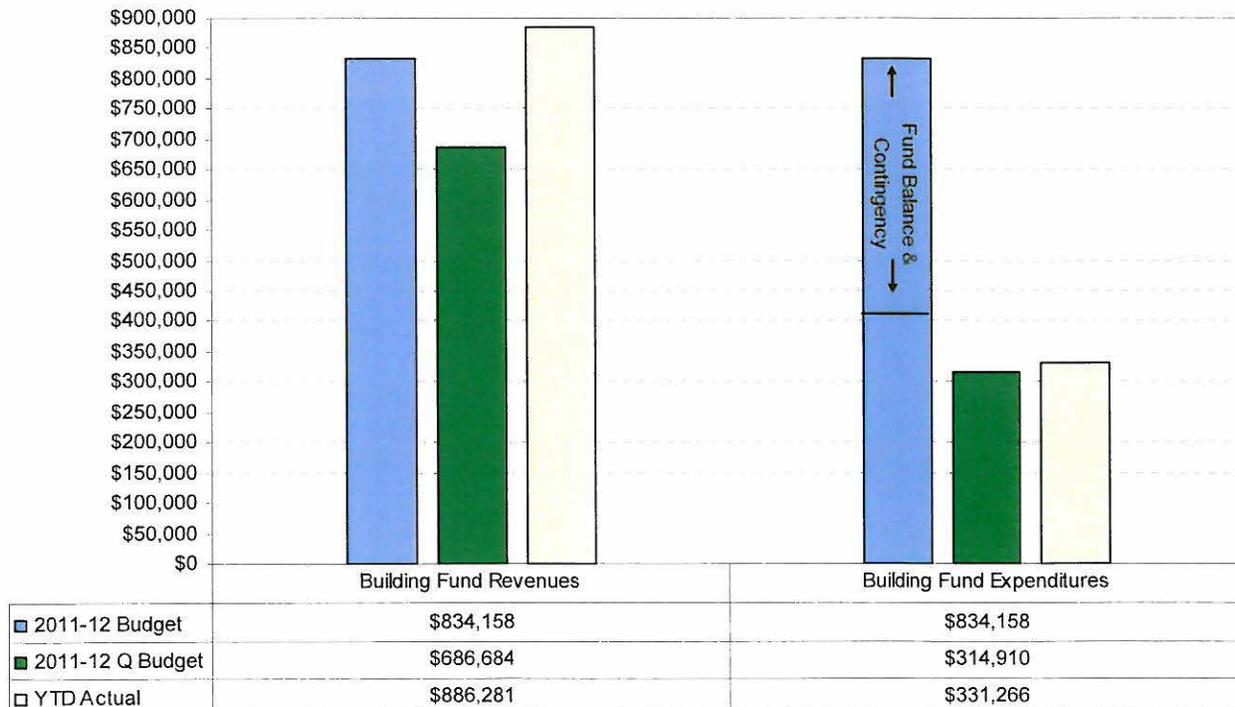
The Building Services Fund revenue is doing much better than expected. Permitting revenue is higher due to the school district projects and residential development being stronger than originally anticipated. The number of single family permits issued through March is 48% higher when compared to the same period a year ago, as seen in the following table:

**City of Forest Grove**  
**Number of Single-Family-New Permits Issued**  
*By Fiscal Year; July 1 through June 30*

	2007-08	2008-09	2009-10	2010-11	2011-12
July	11	2	5	5	6
August	10	4	1	3	6
September	3	6	6	3	11
<b>Q1 Total</b>	<b>24</b>	<b>12</b>	<b>12</b>	<b>11</b>	<b>23</b>
October	7	3	5	5	8
November	2	0	5	5	5
December	7	0	9	7	8
<b>Q2 Total</b>	<b>16</b>	<b>3</b>	<b>19</b>	<b>17</b>	<b>21</b>
January	12	0	9	5	12
February	10	1	6	7	5
March	12	6	16	6	7
<b>Q3 Total</b>	<b>34</b>	<b>7</b>	<b>31</b>	<b>18</b>	<b>24</b>
<b>Total through March</b>	<b>74</b>	<b>22</b>	<b>62</b>	<b>46</b>	<b>68</b>

Expenditures are over budget in the third quarter. However, a budget supplemental was adopted, which is not reflected below but will be seen in the fourth quarter report. The overage is due to the retaining of professional services to perform the structural plan reviews for the school district buildings. The Building Fund does have contingency funds to cover the over-expenditure, and is collecting the revenue to support the costs.

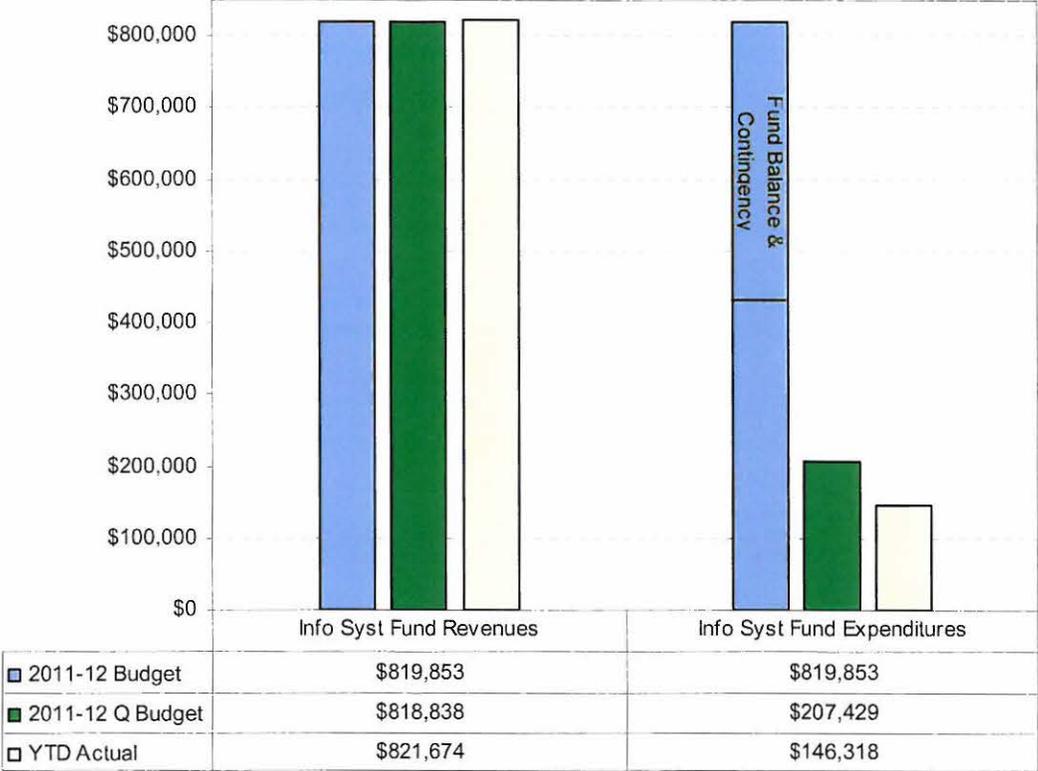
### Building Services Fund



# Information Systems Fund

The Information Systems Fund is used to replace the City’s computer and network infrastructure. This fund purchases servers and major software applications. For this fiscal year, the Information Systems Fund revenues are slightly ahead for the year. On the expenditure side, funds have been set aside to pay for any unexpected computer or server equipment failure. It is hoped these funds go unexpended and that equipment continues to function normally. Additionally, the City plans on converting to Windows 2007 and Office 2010 in this fiscal year, but this project has been delayed.

Information Systems Fund

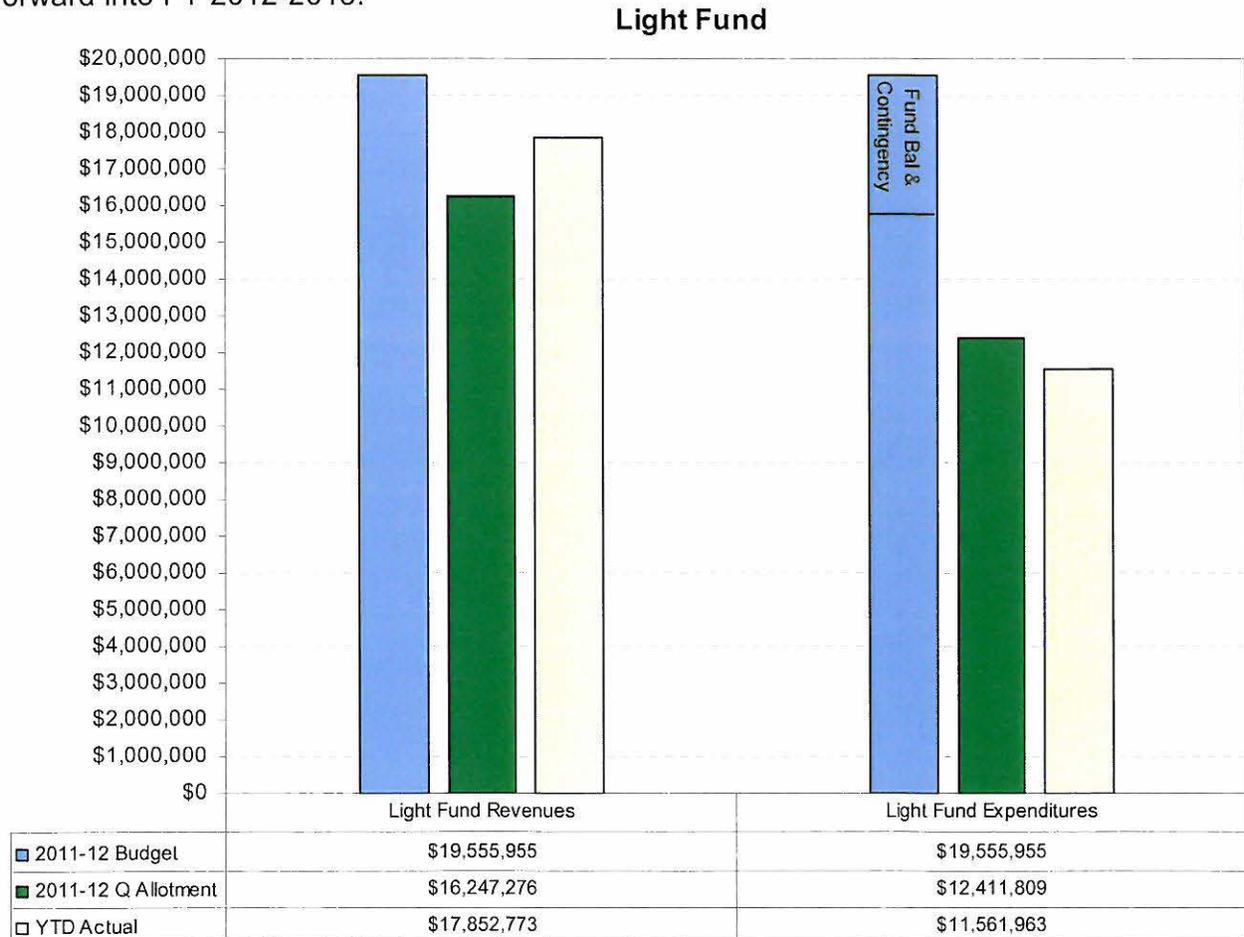


## Light Fund

The Light Fund revenue received through the third quarter is about 10% higher than anticipated. The majority is due to fund balance – the actual fund balance exceeding the amount budgeted, as reported in the first quarter report. This represents how the previous fiscal year ended up when compared with projections, as discussed when the year-end 2011 quarterly report was presented. Last year, the Light fund received more rate revenue than budgeted, which accrued to the fund balance. Additionally, position vacancies meant that those savings accrued to fund balance, and the cost to purchase power was less than budgeted. Further, a capital project to remodel the Light and Power building did not get started until this year, so those budget savings also accrued to fund balance. All together, about \$1 million more accrued to fund balance than originally projected.

Electric sales have brought in just over \$600,000 more in revenue through the third quarter than originally budgeted. This is partially due to a rate increase that was effective October 1, 2011, that was not programmed into the budget. Additionally, usage is up slightly when compared to the same period last year.

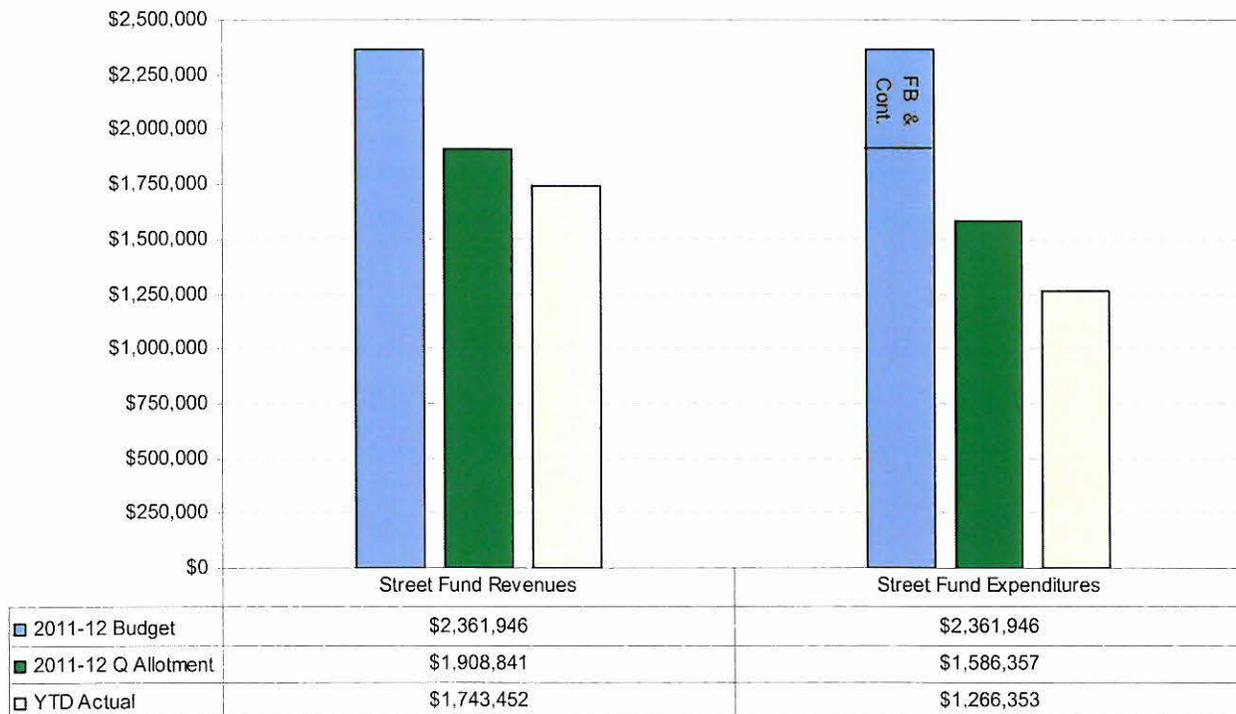
The Light Fund expenditures are about 7% lower than anticipated through the third quarter. This is mainly due to position vacancies, as well as spending less on purchasing power through March than anticipated. Additionally, the budget includes allocations to begin an overall system master plan, and this project has not yet begun, and is anticipated to carry forward into FY 2012-2013.



## Public Works Funds

Public Works is responsible for 11 operating and capital funds. The graphical summary below will only focus on the major operating funds, including the Street Fund, the Sewer Fund, the Water Fund, the Surface Water Management Fund, and the Equipment Fund. The detail for all of the Public Works' Funds is included in the second part of this report.

### Street Fund



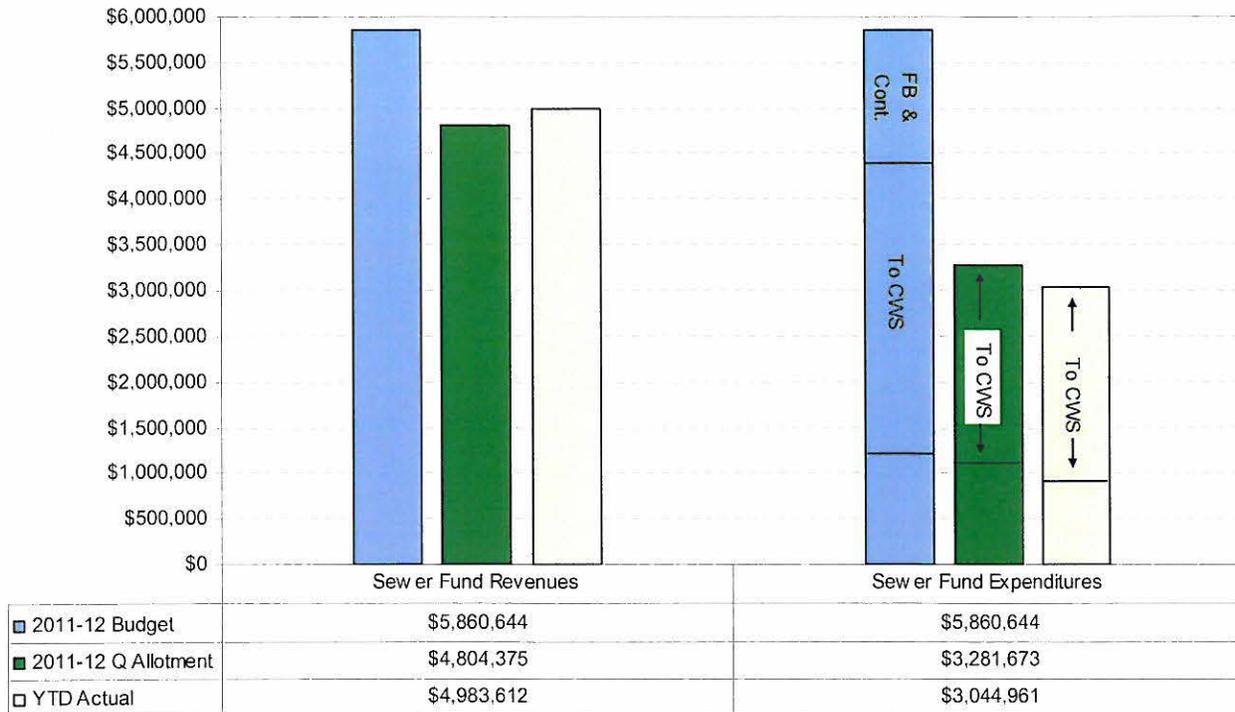
The Street Fund revenues are about 9% behind the third quarter allotment. As reported in the first quarter, and revealed by the detail, the collected revenues shows that fund balance is over the budgeted amount, while the amount expected from grants is less than budgeted.

The fund balance amount represents how the previous fiscal year ended up when compared with projections, as discussed when the year-end 2011 quarterly report was presented. Last year, the Street fund received more gas tax revenue than budgeted, which accrued to the fund balance. Additionally, construction supplies underspent, and those savings accrued to fund balance.

Regarding receiving less revenue than expected from grants, this is due to the Safe Routes to School program. At the time the budget was put together, it was thought that the City would be receiving the grant and expending the funds. However, the Oregon Department of Transportation will instead be receiving the grant and expending the funds, not the City. This also explains why the Street Fund expenditures are below the first quarterly allotment.

However, an important point to make is while overall the fund is underspending, the personnel service category is on track to overspend its budget, and will need a budget adjustment prior to the end of the year. This overage is caused by the Street crew working diligently this fall and winter to clear the streets from storm damage.

## Sewer Fund

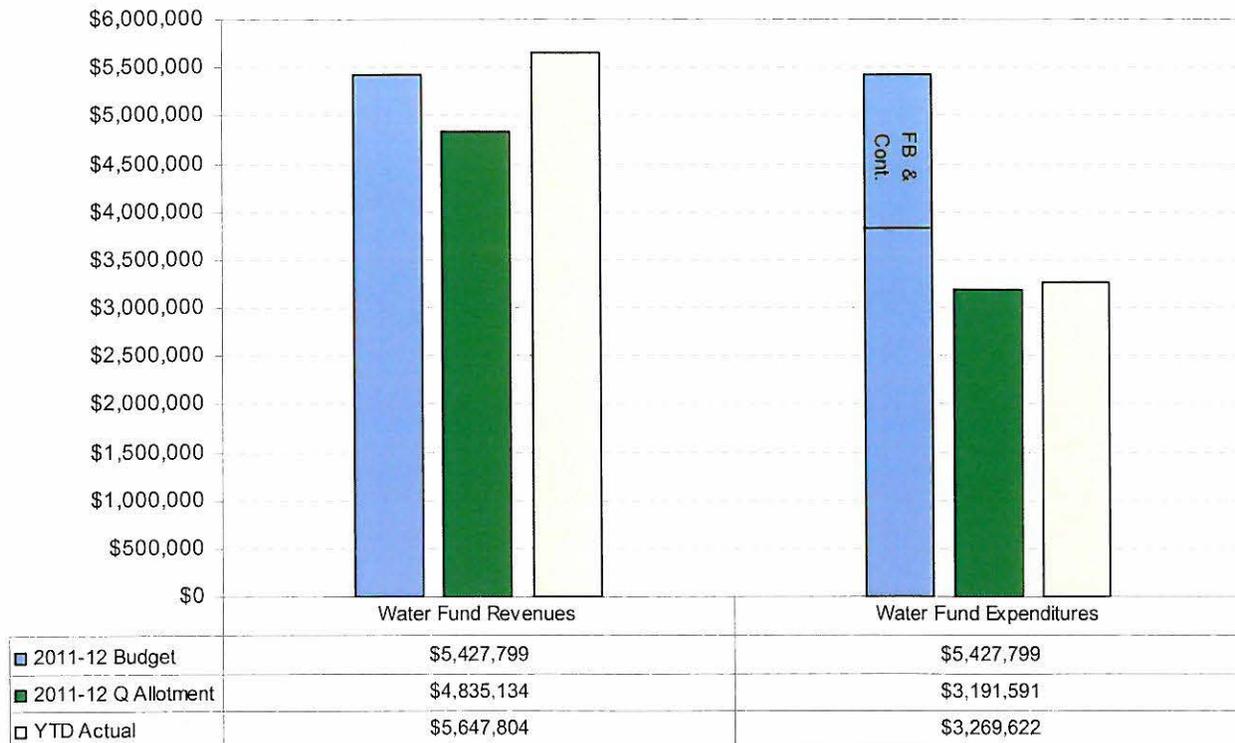


The Sewer Fund records revenues and expenditures of operating the sewer utility. A large part of the sewer utility is treating the sewage and conveying it to the waste water treatment plant. Clean Water Services (CWS) is responsible for treating the sewage and for the large trunk lines that convey it. Therefore, approximately 84% of the revenue from rates is transferred to CWS for these purposes. This transfer happens each month, and is reflected in the graphic above in the expenditure category, since the transfer to CWS happens through the expenditure line item of Intergovernmental Services.

The revenues received through the third quarter in the Sewer Fund are above the quarterly allotment, as explained in the first quarter report, due to the fund balance exceeding the budgeted amount. The fund balance amount represents how the previous fiscal year ended up when compared with projections, as discussed when the year-end 2011 quarterly report was presented. Last year, the Sewer Fund underspent in various accounts, and those savings accrued to fund balance.

The expenditures through the third quarter are lagging 7% behind the quarterly allotment. This is partly due to labor costs underspending, as the crews focused more on street issues in the fall and winter. The labor costs may catch up as the year goes on, as crews begin to inspect and clean sewer pipes in the spring. Another reason for the lagging expenditures is due to savings in the capital section of the fund. The Cedar Street Alley project was completed for about half of the budgeted amount. This project replaced 300 feet of 8 inch pipe and installed a new manhole. Also, the Council street sewer project has been delayed until May. This project will fix sewer piping issues under the Engineering building and is anticipated to be complete by year-end. The 23rd Avenue Inflow and Infiltration project has been delayed until FY 2012-13, further causing the Sewer Fund to underspend.

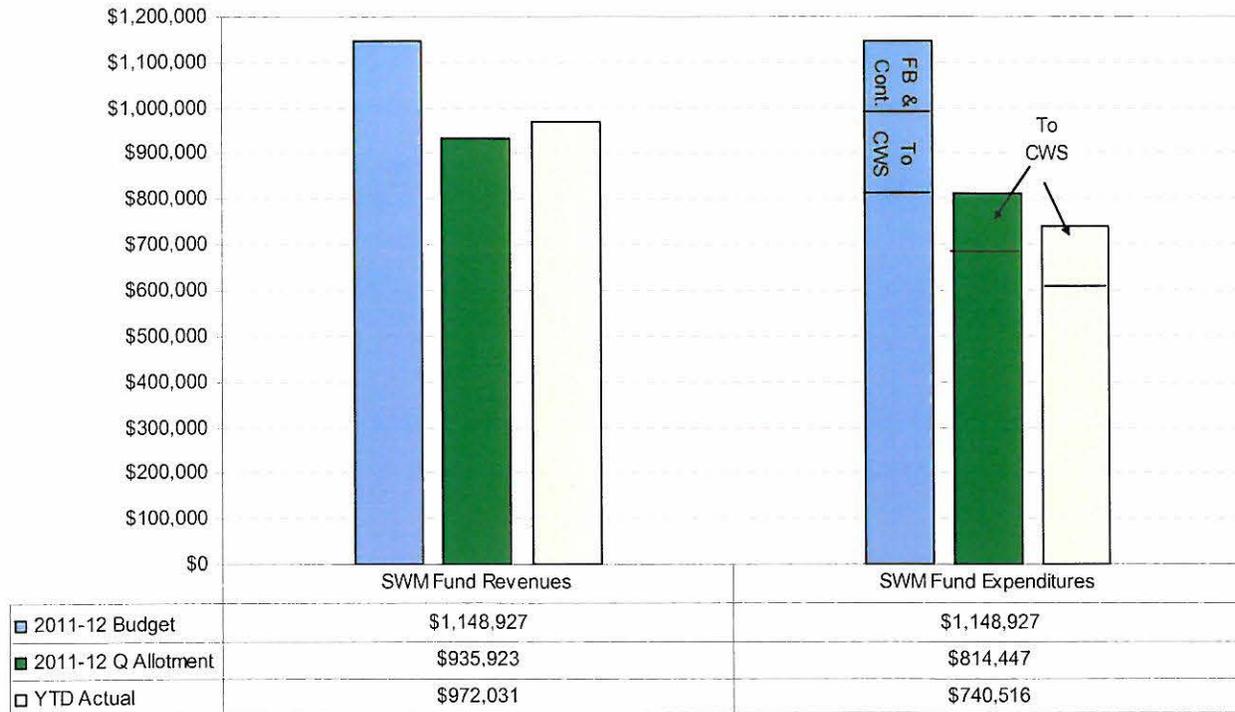
## Water Fund



The revenues received through the third quarter in the Water Fund are 17% above the quarterly allotment, due to three main reasons: 1) The fund balance exceeds the budgeted amount. The fund balance amount represents how the previous fiscal year ended up when compared with projections, as discussed when the year-end 2011 quarterly report was presented. Last year, the Water Fund underspent in various accounts, and those savings accrued to fund balance; 2) Water sales through the third quarter are above the quarterly allotment by about \$187,000. This is due to the rate restructuring that occurred last July as a result of a rate analysis, and the budget was set very conservatively; and 3) Timber sales for the timber harvest were significantly above projections. Timber harvest revenues were approximately \$300,000 better than originally budgeted, due to higher quality timber, more poles, and better prices.

The expenditures are about 2.4% greater than the third quarter allotment. This is due to the timber harvest expenses coming in higher than budgeted, and greater spending on road repair and maintenance in the watershed.

### Surface Water Management Fund

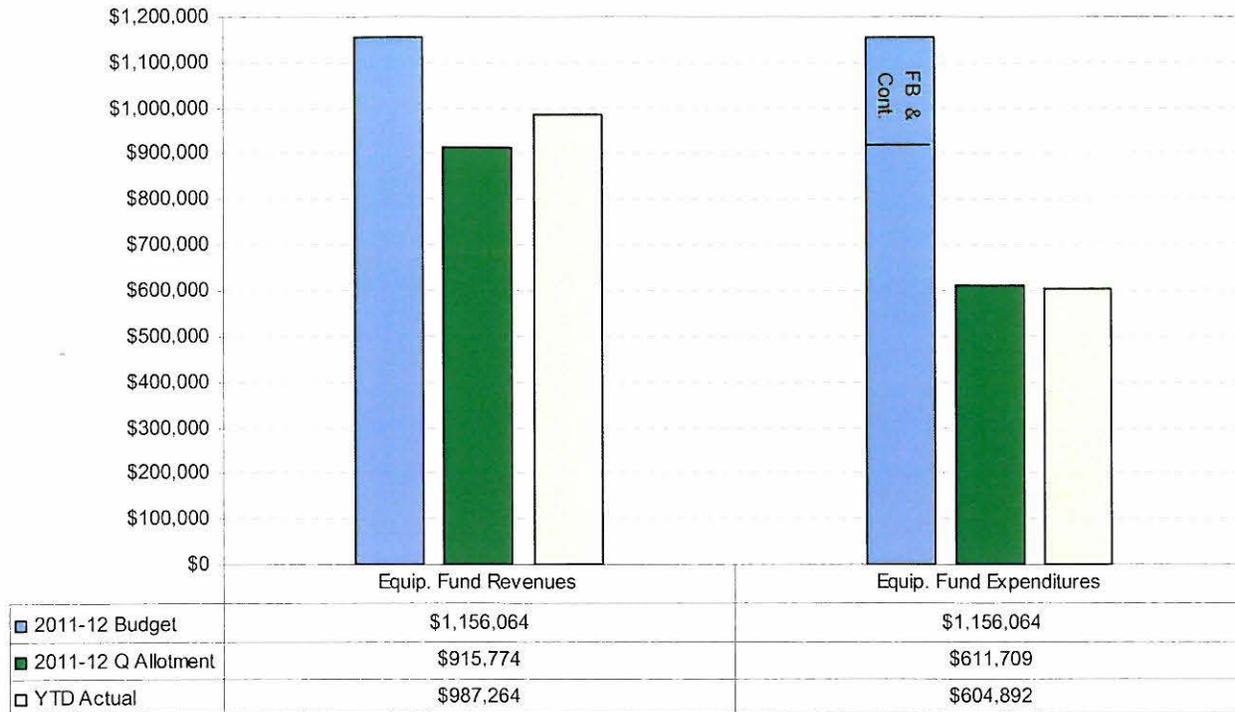


The Surface Water Management Fund (SWM) records revenues and expenditures of operating the surface water utility – which is managing rain run off and storm water run off. A portion of managing surface water is regional in nature, relating to keeping the Tualatin River healthy. CWS is responsible for this regional portion, so 25% of the revenue from rates is transferred to CWS for this purpose. This transfer happens each month, and is reflected in the graphic above in the expenditure category, since the transfer to CWS happens through the expenditure line item of Intergovernmental Services.

The revenues received through the third quarter in the SWM Fund are in excess of the quarterly allotment, due to the fund balance exceeding the budgeted amount, as reported in the first quarter report. The fund balance amount represents how the previous fiscal year ended up when compared with projections, as discussed when the year-end 2011 quarterly report was presented. Last year, the SWM Fund underspent in various accounts, and those savings accrued to fund balance.

The expenditures are about 9% below the third quarter allotment. The main reason for this underexpenditure is due to the capital project at the intersection of Bonnie and B streets to solve local flooding issues. This project was completed for approximately half of what had been budgeted.

## Equipment Fund



The revenues received through the third quarter in the Equipment Fund are in excess of the quarterly allotment, due to: 1) The fund balance exceeding the budgeted amount, as explained in the first quarter report. The fund balance amount represents how the previous fiscal year ended up when compared with projections, as discussed when the year-end 2011 quarterly report was presented. Last year, savings in the Equipment Fund equipment purchases accrued to fund balance, and revenues collected for external maintenance, gas and equipment sales were slightly higher, which accrued to fund balance; and 2) The sale of gasoline to other agencies is exceeding its quarterly allotment by roughly 50%, or \$17,000, because of higher gas prices and higher volume sales than anticipated.

The expenditures are right on track for the third quarter.

### Detailed Quarterly Reports

The following pages display the line item detail of the City's funds. This detail will not be reviewed during the meeting, but staff are happy to answer any questions that may come up.

The first column of dollar figures represents the annual budget amount. The next column represents the quarterly allotment for each line item. The third column of dollar figures shows the year-to-date information, followed by the variance from the quarterly allotment, and lastly that variance expressed as a percentage.

100 - General Fund

Department #11 - Legislative & Executive

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance YTD Q Budget
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100 - General Fund

Department #11 - Legislative & Executive

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
420029	Portland Community College Paym	0	0	417	417	0%
440025	Copy Service	38	29	0	(29)	0%
440029	General Fund Spt Svc (522023)	301,259	301,259	301,259	0	0%
472005	Miscellaneous	0	0	362	362	0%
<b>REVENUES TOTAL</b>		<b>301,297</b>	<b>301,288</b>	<b>302,038</b>	<b>750</b>	<b>0%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(256,683)	(187,297)	(186,349)	948	-1%
511010	Part-Time Employee Wages	(9,000)	(6,632)	(6,625)	7	0%
511020	Temporary Employee Wages	0	0	(1,113)	(1,113)	0%
512005	Health & Dental Benefits	(51,756)	(38,817)	(38,786)	31	0%
512008	Health Reimb Arrangement	(2,522)	(1,940)	(1,957)	(17)	1%
512010	Retirement	(51,199)	(37,749)	(37,644)	105	0%
512015	FICA	(20,325)	(14,459)	(13,008)	1,451	-10%
512020	Workers Comp	(325)	(325)	(325)	0	0%
512025	Other Benefits	(1,425)	(1,006)	(1,689)	(683)	68%
512030	Other Payroll Taxes	(1,912)	(1,394)	(1,555)	(161)	12%
520110	Operating Supplies	(750)	(571)	(1,330)	(758)	133%
520120	Organization Business Expense	(7,500)	(5,760)	(6,898)	(1,138)	20%
520150	Utilities	0	0	(64)	(64)	0%
520180	Subscriptions & Books	(100)	(67)	(28)	39	-58%
520220	Small Equipment	(500)	(375)	0	375	0%
520503	Printing	(2,000)	(439)	(2,513)	(2,074)	472%
520506	Postage	(700)	(488)	(299)	189	-39%
520509	Telephone	(452)	(313)	(279)	34	-11%
520521	Public Information	(9,020)	(6,160)	(5,085)	1,075	-17%
520524	Publications	(60)	(9)	(20)	(11)	116%
520530	Memberships	(3,505)	(3,440)	(3,658)	(218)	6%
520563	Sister City Contribution	(2,500)	(2,500)	(300)	2,200	-88%
520578	Insurance & Bonds	(332)	(332)	(332)	0	0%
521003	Training/Conferences	(7,044)	(6,803)	(6,671)	132	-2%
521004	Legislative Conferences & Trainin	(17,000)	(15,930)	(9,076)	6,855	-43%
521006	Travel	(300)	(223)	(139)	84	-38%
521150	Professional Services	(1,000)	0	0	0	0%
522003	Equipment Maint & Oper Supplies	(500)	(500)	(499)	1	0%
522012	Fuel/Oil	0	0	(49)	(49)	0%
522021	Equipment Fund Charges	(652)	(489)	(490)	(1)	0%
522022	Information Systems Fund Charge	(1,748)	(1,748)	(1,748)	0	0%
<b>EXPENDITURES TOTAL</b>		<b>(450,810)</b>	<b>(335,766)</b>	<b>(328,530)</b>	<b>7,236</b>	<b>-2%</b>
<b>Department Net Totals</b>		<b>(149,513)</b>	<b>(34,478)</b>	<b>(26,492)</b>		

100 - General Fund

Department #12 - Administration Services

YTD Thru Month Ending: March, 2012

Third Quarter: Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Budget
<b>REVENUES</b>						
430455	Metro Cleanup Grant	0	0	(150)	(150)	0%
432280	Healthy Benefits Grant	1,500	1,500	0	(1,500)	0%
440022	Lien Searches	9,750	7,692	8,065	373	5%
440025	Copy Service	205	13	255	242	1,826%
440028	Passport Execution Fee	9,850	7,175	6,175	(1,000)	-14%
440029	General Fund Spt Svc (522023)	1,676,596	1,676,596	1,676,596	0	0%
440030	Reserved Parking	1,300	975	742	(233)	-24%
440040	New Account Set-Up Fee	20,000	14,863	17,446	2,583	17%
440042	Door Hanger Fee	20,000	14,602	14,476	(126)	-1%
440044	Online Phone Pymt Convenience	0	0	291	291	0%
450055	Business License Late Fees	0	0	25	25	0%
450056	Business License	37,500	31,439	32,223	784	2%
450057	Other	600	450	0	(450)	-100%
472005	Miscellaneous	5,000	4,810	1,839	(2,971)	-62%
480006	Reimbursements	5,000	3,897	767	(3,130)	-80%
	<b>REVENUES TOTAL</b>	<b>1,787,301</b>	<b>1,764,013</b>	<b>1,758,750</b>	<b>(5,263)</b>	<b>0%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(765,005)	(559,220)	(577,440)	(18,220)	3%
511010	Part-Time Employee Wages	(130,143)	(97,376)	(85,028)	12,348	-13%
511015	Overtime	0	0	(68)	(68)	0%
511021	Unemployment Compensation	0	0	(2,377)	(2,377)	0%
512005	Health & Dental Benefits	(254,114)	(190,039)	(192,417)	(2,378)	1%
512008	Health Reimb Arrangement	(8,447)	(6,470)	(7,267)	(797)	12%
512010	Retirement	(163,521)	(120,829)	(121,807)	(978)	1%
512015	FICA	(68,479)	(50,235)	(50,801)	(566)	1%
512020	Workers Comp	(4,357)	(4,356)	(4,360)	(4)	0%
512025	Other Benefits	(4,658)	(3,223)	(6,970)	(3,746)	116%
512030	Other Payroll Taxes	(6,604)	(4,751)	(4,921)	(170)	4%
520110	Operating Supplies	(6,000)	(4,282)	(4,917)	(635)	15%
520120	Organization Business Expense	(6,200)	(3,035)	(4,184)	(1,149)	38%
520150	Utilities	(7,370)	(3,778)	(5,325)	(1,547)	41%
520180	Subscriptions & Books	(800)	(444)	(645)	(201)	45%
520200	Computer Software Maintenance	(67,135)	(64,647)	(65,158)	(512)	1%
520220	Small Equipment	(1,200)	(1,106)	(297)	809	-73%
520503	Printing	(17,870)	(16,317)	(11,574)	4,743	-29%
520506	Postage	(68,400)	(49,393)	(54,020)	(4,627)	9%
520509	Telephone	(5,950)	(4,214)	(3,509)	705	-17%
520521	Public Information	(3,500)	(569)	(1,507)	(938)	165%
520524	Publications	(1,182)	(1,102)	(78)	1,024	-93%
520530	Memberships	(18,825)	(18,671)	(18,721)	(50)	0%
520533	Recruiting Expenses	(2,500)	(725)	(1,231)	(506)	70%
520557	Intergovernmental Services	(11,426)	(10,912)	(5,092)	5,820	-53%
520560	Senior Center	(17,500)	(13,789)	(15,484)	(1,695)	12%
520578	Insurance & Bonds	(7,954)	(7,954)	(7,954)	0	0%
521003	Training/Conferences	(17,600)	(17,100)	(6,659)	10,441	-61%
521006	Travel	(500)	(500)	(41)	459	-92%
521113	Attorney Services	(54,500)	(36,100)	(30,046)	6,054	-17%
521150	Professional Services	(36,200)	(30,424)	(8,114)	22,310	-73%
521165	Contracts for Services	(6,000)	(4,347)	(3,660)	687	-16%
521168	Misc Medical Services	0	0	(1,633)	(1,633)	0%

100 - General Fund

Department #12 - Administration Services

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
521171	Financial Services, Auditing, Inves	(29,500)	(22,384)	(16,560)	5,824	-26%
521172	Bank Service Fees	(2,600)	(1,945)	(1,034)	910	-47%
522003	Equipment Maint & Oper Supplies	(28,017)	(27,414)	(23,413)	4,001	-15%
522021	Equipment Fund Charges	(6,865)	(5,149)	(5,149)	0	0%
522022	Information Systems Fund Charge	(70,261)	(70,261)	(70,261)	0	0%
522303	Custodial	(6,900)	(5,024)	(5,345)	(321)	6%
522306	Rents & Leases	(1,100)	(979)	(1,140)	(161)	16%
522309	Building/Facility Rental	(21,860)	(16,394)	(16,394)	0	0%
522312	Facility Maintenance Supplies	(12,400)	(8,083)	(1,656)	6,427	-80%
522315	Facility Mnt/Repairs	(86,500)	(62,726)	(46,455)	16,271	-26%
<b>EXPENDITURES TOTAL</b>		<b>(2,029,943)</b>	<b>(1,546,266)</b>	<b>(1,490,711)</b>	<b>55,555</b>	<b>-4%</b>
<b>Department Net Totals</b>		<b>(242,642)</b>	<b>217,747</b>	<b>268,039</b>		

100 - General Fund

Department #13 - Municipal Court

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
460115	Parking Fines (PK)	10,750	8,348	4,513	(3,835)	-46%
460120	Traffic Fines (TR)	179,500	123,968	147,992	24,024	19%
460125	PD Ordinance Fines	1,000	748	137	(610)	-82%
460130	Marijuana Fines/Fees (ML)	2,350	1,975	3,617	1,642	83%
460135	Minor in Possession Fines/Fees (M)	5,750	4,581	4,179	(402)	-9%
480006	Reimbursements	12,195	9,328	7,065	(2,263)	-24%
	<b>REVENUES TOTAL</b>	<b>211,545</b>	<b>148,947</b>	<b>167,503</b>	<b>18,556</b>	<b>12%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(55,650)	(40,291)	(48,187)	(7,896)	20%
511010	Part-Time Employee Wages	(35,726)	(26,714)	(11,567)	15,146	-57%
512005	Health & Dental Benefits	(13,093)	(9,820)	(14,892)	(5,072)	52%
512008	Health Reimb Arrangement	(546)	(420)	(735)	(315)	75%
512010	Retirement	(11,084)	(8,171)	(8,209)	(38)	0%
512015	Fica	(6,990)	(5,128)	(4,453)	675	-13%
512020	Workers Comp	(116)	(116)	(116)	0	0%
512025	Other Benefits	(501)	(357)	(483)	(126)	35%
512030	Other Payroll Taxes	(666)	(488)	(477)	10	-2%
520110	Operating Supplies	(1,000)	(323)	(817)	(494)	153%
520120	Organization Business Expense	(200)	(134)	(15)	119	-89%
520200	Computer Software Maintenance	(6,390)	(6,390)	(6,422)	(32)	1%
520220	Small Equipment	(200)	(150)	0	150	0%
520503	Printing	(400)	(400)	(8)	392	-98%
520506	Postage	(1,150)	(863)	(609)	254	-29%
520509	Telephone	(250)	(177)	(93)	83	-47%
520521	Public Information	(100)	(75)	0	75	0%
520524	Publications	(500)	(500)	(180)	320	-64%
520530	Memberships	(185)	(185)	(145)	40	-22%
520539	Assessment - County	(7,544)	(4,444)	(4,306)	138	-3%
520540	State Crt Security Asmt (SCSF)	(3,923)	(2,323)	(1,991)	332	-14%
520557	Intergovernmental Services	(700)	(610)	(134)	476	-78%
520566	Assessment - State	(34,948)	(20,690)	(23,404)	(2,714)	13%
520578	Insurance & Bonds	(298)	(298)	(298)	0	0%
521003	Training/Conferences	(2,600)	(1,602)	(895)	706	-44%
521150	Professional Services	(3,900)	(2,950)	(1,939)	1,011	-34%
521172	Bank Service Fees	(1,500)	(1,056)	(996)	59	-6%
522022	Information Systems Fund Charge	(5,280)	(5,280)	(5,280)	0	0%
522309	Building/Facility Rental	(784)	(589)	(589)	0	0%
	<b>EXPENDITURES TOTAL</b>	<b>(196,224)</b>	<b>(140,543)</b>	<b>(137,242)</b>	<b>3,301</b>	<b>-2%</b>
	<b>Department Net Totals</b>	<b>15,321</b>	<b>8,404</b>	<b>30,261</b>		

100 - General Fund

Department #14 - Library

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Budget
<b>REVENUES</b>						
420035	W.C.C.L.S.	666,728	533,383	533,382	(1)	0%
430601	Public Library Support Grant	0	0	3,174	3,174	0%
440019	WCCLS Collection Agency Chrg	1,000	880	618	(262)	-30%
440021	Library Charges	4,300	3,420	3,557	137	4%
440023	Print Fees	2,500	1,912	2,125	213	11%
440025	Copy Service	475	323	1,048	725	225%
440301	Rental Income	500	325	725	400	123%
460500	Library Late Fines	24,975	18,996	16,908	(2,088)	-11%
471020	Unrestricted Donations	1,000	922	132	(789)	-86%
471022	Restricted Library Memorials	1,000	1,000	550	(450)	-45%
<b>REVENUES TOTAL</b>		<b>702,478</b>	<b>561,161</b>	<b>562,220</b>	<b>1,059</b>	<b>0%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(342,896)	(253,049)	(253,386)	(337)	0%
511010	Part-Time Employee Wages	(232,838)	(171,527)	(172,010)	(483)	0%
512005	Health & Dental Benefits	(77,123)	(57,889)	(56,873)	1,015	-2%
512008	Health Reimb Arrangement	(4,110)	(3,161)	(3,705)	(544)	17%
512010	Retirement	(68,671)	(50,625)	(50,510)	115	0%
512015	FICA	(44,044)	(32,508)	(31,707)	801	-2%
512020	Workers Comp	(684)	(684)	(684)	0	0%
512025	Other Benefits	(2,681)	(1,899)	(1,902)	(2)	0%
512030	Other Payroll Taxes	(4,284)	(3,151)	(3,168)	(17)	1%
520110	Operating Supplies	(5,000)	(2,723)	(3,591)	(868)	32%
520120	Organization Business Expense	(100)	(100)	(15)	85	-85%
520140	Library Materials	(79,850)	(49,273)	(61,494)	(12,221)	25%
520150	Utilities	(1,490)	(450)	(1,213)	(763)	170%
520220	Small Equipment	(1,250)	(938)	0	938	0%
520506	Postage	(1,900)	(1,330)	(1,645)	(316)	24%
520509	Telephone	(2,400)	(1,579)	(932)	646	-41%
520521	Public Information	(800)	(185)	(244)	(60)	32%
520530	Memberships	(850)	(850)	(360)	490	-58%
520536	Customer Refunds	(100)	(100)	0	100	0%
520557	Intergovernmental Services	(1,950)	(1,401)	(1,522)	(121)	9%
520578	Insurance & Bonds	(6,723)	(6,723)	(6,723)	0	0%
521003	Training/Conferences	(1,250)	(804)	0	804	0%
521006	Travel	(500)	(375)	0	375	0%
521165	Contracts for Services	(6,675)	(2,690)	(2,259)	431	-16%
522003	Equipment Maint & Oper Supplies	(4,350)	(978)	(1,340)	(362)	37%
522021	Equipment Fund Charges	(652)	(489)	(490)	(1)	0%
522022	Information Systems Fund Charge	(20,944)	(20,944)	(20,944)	0	0%
522312	Facility Maintenance Supplies	(4,000)	(3,114)	(2,568)	546	-18%
522315	Facility Mnt/Repairs	(4,350)	(2,748)	(3,789)	(1,041)	38%
<b>EXPENDITURES TOTAL</b>		<b>(922,465)</b>	<b>(672,285)</b>	<b>(683,073)</b>	<b>(10,788)</b>	<b>2%</b>
<b>Department Net Totals</b>		<b>(219,987)</b>	<b>(111,124)</b>	<b>(120,853)</b>		

100 - General Fund

Department #15 - Aquatics

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Budget
<b>REVENUES</b>						
440004	Swimming Pool	276,400	193,916	182,564	(11,352)	-6%
440010	Lockers/Vending Machines	14,000	10,414	7,053	(3,361)	-32%
	<b>REVENUES TOTAL</b>	<b>290,400</b>	<b>204,330</b>	<b>189,617</b>	<b>(14,713)</b>	<b>-7%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(140,277)	(102,757)	(102,946)	(189)	0%
511010	Part-Time Employee Wages	(184,721)	(131,021)	(114,271)	16,751	-13%
511020	Temporary Employee Wages	0	0	(1,556)	(1,556)	0%
512005	Health & Dental Benefits	(38,516)	(28,887)	(28,864)	23	0%
512008	Health Reimb Arrangement	(1,749)	(1,344)	(1,601)	(257)	19%
512010	Retirement	(27,897)	(20,541)	(20,490)	51	0%
512015	FICA	(25,168)	(18,109)	(16,104)	2,006	-11%
512020	Workers Comp	(6,279)	(6,279)	(6,279)	0	0%
512025	Other Benefits	(1,570)	(1,048)	(1,059)	(11)	1%
512030	Other Payroll Taxes	(2,549)	(1,832)	(1,688)	144	-8%
520110	Operating Supplies	(28,550)	(23,823)	(15,024)	8,799	-37%
520120	Organization Business Expense	(400)	(293)	(205)	88	-30%
520130	Personnel Uniforms & Equipment	(300)	0	0	0	0%
520150	Utilities	(96,800)	(67,610)	(56,569)	11,041	-16%
520220	Small Equipment	(5,250)	(4,801)	(6,515)	(1,715)	36%
520503	Printing	(2,300)	(1,006)	(1,216)	(210)	21%
520506	Postage	(500)	(359)	(217)	142	-40%
520509	Telephone	(620)	(298)	(562)	(264)	88%
520521	Public Information	(2,250)	(797)	(1,472)	(675)	85%
520530	Memberships	(250)	0	0	0	0%
520557	Intergovernmental Services	(1,100)	(1,100)	(1,139)	(39)	4%
520578	Insurance & Bonds	(5,738)	(5,738)	(5,738)	0	0%
521003	Training/Conferences	(1,550)	(685)	(326)	359	-52%
522003	Equipment Maint & Oper Supplies	(1,150)	(801)	(223)	578	-72%
522021	Equipment Fund Charges	(728)	(546)	(545)	1	0%
522022	Information Systems Fund Charge	(3,452)	(3,452)	(3,452)	0	0%
522312	Facility Maintenance Supplies	(12,300)	(6,735)	(4,919)	1,816	-27%
522315	Facility Mnt/Repairs	(25,450)	(20,899)	(21,683)	(784)	4%
	<b>EXPENDITURES TOTAL</b>	<b>(617,414)</b>	<b>(450,763)</b>	<b>(414,663)</b>	<b>36,100</b>	<b>-8%</b>
	<b>Department Net Totals</b>	<b>(327,014)</b>	<b>(246,433)</b>	<b>(225,046)</b>		

100 - General Fund

Department #16 - Parks & Recreation

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance YTD Q Budget
<b>REVENUES</b>						
440007	Recreation User Fees	20,000	12,323	27,648	15,326	124%
440029	General Fund Spt Svc (522023)	87,232	87,232	87,232	0	0%
440301	Rental Income	500	375	0	(375)	0%
450057	Other	0	0	30	30	0%
471020	Unrestricted Donations	0	0	2,630	2,630	0%
480006	Reimbursements	0	0	6,191	6,191	0%
	<b>REVENUES TOTAL</b>	<b>107,732</b>	<b>99,930</b>	<b>123,731</b>	<b>23,801</b>	<b>24%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(244,431)	(180,143)	(180,396)	(252)	0%
511020	Temporary Employee Wages	(46,056)	(34,542)	(24,661)	9,881	-29%
511021	Unemployment Compensation	0	0	(343)	(343)	0%
512005	Health & Dental Benefits	(52,770)	(39,578)	(39,534)	43	0%
512008	Health Reimb Arrangement	(2,417)	(1,857)	(2,243)	(387)	21%
512010	Retirement	(49,063)	(36,299)	(36,255)	44	0%
512015	FICA	(22,634)	(16,489)	(15,607)	882	-5%
512020	Workers Comp	(6,220)	(6,220)	(6,220)	0	0%
512025	Other Benefits	(1,100)	(780)	(1,269)	(489)	63%
512030	Other Payroll Taxes	(2,202)	(1,593)	(1,542)	52	-3%
520110	Operating Supplies	(2,050)	(1,129)	(428)	701	-62%
520120	Organization Business Expense	(100)	(100)	0	100	0%
520130	Personnel Uniforms & Equipment	(2,100)	(1,535)	(1,174)	361	-24%
520150	Utilities	(4,699)	(3,267)	(2,620)	647	-20%
520220	Small Equipment	(8,050)	(3,645)	(5,835)	(2,190)	60%
520503	Printing	0	0	(2)	(2)	0%
520506	Postage	(150)	(113)	0	113	0%
520509	Telephone	(2,735)	(1,948)	(628)	1,319	-68%
520521	Public Information	(200)	0	0	0	0%
520530	Memberships	(1,170)	(788)	(800)	(12)	1%
520557	Intergovernmental Services	(450)	(450)	(158)	293	-65%
520578	Insurance & Bonds	(1,858)	(1,858)	(1,858)	0	0%
521003	Training/Conferences	(1,855)	(1,855)	(1,218)	637	-34%
521150	Professional Services	(14,700)	(3,627)	(8,930)	(5,304)	146%
521168	Misc Medical Services	0	0	(352)	(352)	0%
522003	Equipment Maint & Oper Supplies	(2,500)	(2,246)	(1,655)	591	-26%
522012	Fuel/Oil	(500)	(355)	(442)	(86)	24%
522021	Equipment Fund Charges	(76,583)	(57,438)	(57,437)	1	0%
522022	Information Systems Fund Charge	(1,685)	(1,685)	(1,685)	0	0%
522306	Rents & Leases	(500)	(375)	0	375	0%
522312	Facility Maintenance Supplies	(20,800)	(10,542)	(9,336)	1,206	-11%
522315	Facility Mnt/Repairs	(11,200)	(11,069)	(4,075)	6,994	-63%
	<b>EXPENDITURES TOTAL</b>	<b>(580,778)</b>	<b>(421,525)</b>	<b>(406,702)</b>	<b>14,824</b>	<b>-4%</b>
	<b>Department Net Totals</b>	<b>(473,046)</b>	<b>(321,596)</b>	<b>(282,971)</b>		

100 - General Fund

Department #18 - Non-Departmental

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
<b>REVENUES</b>						
411003	Property Taxes	4,517,433	4,318,942	4,362,500	43,559	1%
411010	Local Option Levy	1,537,588	1,467,079	1,487,062	19,984	1%
411150	Property Tax Prior Years	175,000	162,583	118,662	(43,901)	-27%
413001	Franchise Tax	510,030	440,670	447,520	6,849	2%
420020	State Revenue Sharing	171,500	141,281	137,469	(3,812)	-3%
420029	Portland Community College Paym	20,000	15,000	0	(15,000)	0%
420055	Metro Construction Excise Tax	35,000	27,929	36,884	8,954	32%
422045	Transient Room Tax	50,000	38,947	42,291	3,344	9%
422055	SD15 Construction Excise Tax	175,000	130,151	140,417	10,266	8%
470105	Interest	44,053	25,505	42,991	17,487	69%
480050	In-Lieu of Tax	882,207	882,207	882,207	0	0%
481005	Transfer from Other Funds	13,783	13,783	13,783	0	0%
495005	Fund Bal Avail. for Approp.	4,020,320	4,020,320	4,434,289	413,969	10%
	<b>REVENUES TOTAL</b>	<b>12,151,914</b>	<b>11,684,397</b>	<b>12,146,095</b>	<b>461,698</b>	<b>4%</b>
<b>EXPENDITURES</b>						
520150	Utilities	(2,200)	(1,650)	0	1,650	0%
520547	Metro Construction Excise Tax	(35,000)	(24,056)	(35,247)	(11,191)	47%
520549	SD15 Construction Excise Tax Pa	(175,000)	(109,568)	(80,765)	28,803	-26%
521150	Professional Services	(25,000)	(18,750)	(20,950)	(2,200)	12%
522003	Equipment Maint & Oper Supplies	(500)	(375)	0	375	0%
522309	Building/Facility Rental	(15,588)	(11,691)	0	11,691	0%
570127	Transfer to Other Funds	(50,000)	(45,872)	(50,000)	(4,128)	9%
580206	Contingency	(1,260,319)	0	0	0	0%
590304	Unapp Fund Balance	(2,700,000)	0	0	0	0%
	<b>EXPENDITURES TOTAL</b>	<b>(4,263,607)</b>	<b>(211,962)</b>	<b>(186,962)</b>	<b>25,000</b>	<b>-12%</b>
	<b>Department Net Totals</b>	<b>7,888,307</b>	<b>11,472,436</b>	<b>11,959,133</b>		

100 - General Fund

Department #21 - Police

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Budget
<b>REVENUES</b>						
420005	Alcoholic Beverages	245,000	189,915	197,388	7,473	4%
430214	Homeland Security Grant	31,000	23,250	23,913	663	3%
430328	Justice Assistance Grant	0	0	4,579	4,579	0%
430335	DEC/DUII Police Grant	3,000	2,099	2,970	871	42%
440025	Copy Service	2,552	2,160	2,198	38	2%
450050	Liquor Licenses	2,200	2,025	2,384	358	18%
450051	Police Permits	100	42	0	(42)	0%
450057	Other	0	0	390	390	0%
450225	Impound Fees	1,000	1,000	203	(797)	-80%
460105	State Court Fines	26,400	15,381	27,459	12,078	79%
460116	Immobilization Fees	100	100	206	106	106%
471021	Donations	0	0	2,542	2,542	0%
472005	Miscellaneous	0	0	(1,545)	(1,545)	0%
480006	Reimbursements	0	0	2,398	2,398	0%
480009	TriMet Officer Reimbursement	112,000	78,339	65,907	(12,432)	-16%
480010	SRO Reimbursement	54,397	54,397	54,397	0	0%
480011	Overtime Reimbursement	2,400	2,400	0	(2,400)	0%
	<b>REVENUES TOTAL</b>	<b>480,149</b>	<b>371,109</b>	<b>385,388</b>	<b>14,279</b>	<b>4%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(2,313,149)	(1,706,810)	(1,663,631)	43,179	-3%
511010	Part-Time Employee Wages	(38,848)	(28,631)	(31,578)	(2,946)	10%
511015	Overtime	(152,048)	(125,353)	(81,936)	43,417	-35%
512005	Health & Dental Benefits	(478,219)	(358,992)	(351,039)	7,953	-2%
512008	Health Reimb Arrangement	(30,941)	(23,779)	(33,901)	(10,122)	43%
512010	Retirement	(432,669)	(319,391)	(301,139)	18,252	-6%
512015	FICA	(191,252)	(142,083)	(134,773)	7,310	-5%
512020	Workers Comp	(61,189)	(61,189)	(61,189)	0	0%
512025	Other Benefits	(12,131)	(8,638)	(9,959)	(1,322)	15%
512030	Other Payroll Taxes	(18,200)	(13,478)	(13,033)	445	-3%
520110	Operating Supplies	(20,702)	(6,167)	(18,038)	(11,871)	192%
520120	Organization Business Expense	(1,505)	(1,223)	(1,202)	21	-2%
520130	Personnel Uniforms & Equipment	(20,780)	(13,552)	(9,925)	3,627	-27%
520150	Utilities	(2,599)	(1,390)	(2,116)	(726)	52%
520220	Small Equipment	(3,500)	(877)	(1,833)	(956)	109%
520225	Reserve Officer Expenses	0	0	(7,062)	(7,062)	0%
520270	Miscellaneous	(500)	(489)	(1,031)	(542)	111%
520503	Printing	(3,528)	(2,425)	(1,528)	897	-37%
520506	Postage	(2,000)	(1,339)	(1,450)	(111)	8%
520509	Telephone	(15,825)	(10,065)	(13,752)	(3,687)	37%
520521	Public Information	(2,604)	(1,799)	(2,818)	(1,019)	57%
520524	Publications	(1,555)	0	0	0	0%
520530	Memberships	(2,807)	(1,850)	(1,641)	209	-11%
520557	Intergovernmental Services	(9,820)	(5,211)	(7,651)	(2,439)	47%
520558	WCCCA	(183,499)	(183,428)	(182,802)	625	0%
520578	Insurance & Bonds	(25,881)	(25,881)	(25,881)	0	0%
521003	Training/Conferences	(25,200)	(17,060)	(17,663)	(603)	4%
521150	Professional Services	(5,036)	(4,694)	(3,601)	1,093	-23%
521168	Misc Medical Services	(3,717)	(3,137)	(4,007)	(870)	28%
522003	Equipment Maint & Oper Supplies	(2,568)	(2,483)	(2,258)	224	-9%
522009	Vehicle Maint & Oper Supplies	(1,000)	(957)	(43)	914	-96%

100 - General Fund

Department #21 - Police

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Budget
522010	Vehicle Maint External	(500)	(500)	(22)	478	-96%
522012	Fuel/Oil	0	0	(230)	(230)	0%
522021	Equipment Fund Charges	(180,168)	(135,128)	(135,126)	2	0%
522022	Information Systems Fund Charge	(24,026)	(24,026)	(24,026)	0	0%
522306	Rents & Leases	(6,060)	(5,591)	(4,456)	1,134	-20%
522312	Facility Maintenance Supplies	(1,611)	(1,133)	(1,218)	(85)	7%
522315	Facility Mnt/Repairs	(3,520)	(2,453)	(3,768)	(1,315)	54%
550185	Homeland Security	(31,000)	(31,000)	(26,080)	4,920	-16%
<b>EXPENDITURES TOTAL</b>		<b>(4,310,157)</b>	<b>(3,272,204)</b>	<b>(3,183,408)</b>	<b>88,796</b>	<b>-3%</b>
<b>Department Net Totals</b>		<b>(3,830,008)</b>	<b>(2,901,095)</b>	<b>(2,798,019)</b>		

100 - General Fund  
 Department #22 - Fire

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
420015	Cigarette	31,567	19,572	24,096	4,524	23%
420050	Rural Fire District	436,650	327,488	328,104	617	0%
430214	Homeland Security Grant	49,000	36,750	24,429	(12,321)	-34%
440025	Copy Service	86	32	83	51	161%
480008	Cornelius Fire Chief Reimburseme	39,644	0	18,700	18,700	0%
480015	Fire Dept Reimbursement	8,700	8,590	2,153	(6,438)	-75%
480017	Fire Dept Inspection Reimburseme	4,200	3,098	1,532	(1,566)	-51%
	<b>REVENUES TOTAL</b>	<b>569,847</b>	<b>395,530</b>	<b>399,097</b>	<b>3,567</b>	<b>1%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(1,427,214)	(1,048,207)	(1,053,531)	(5,324)	1%
511010	Part-Time Employee Wages	(16,671)	(9,800)	(11,437)	(1,637)	17%
511015	Overtime	(90,780)	(78,495)	(77,508)	987	-1%
511019	Volunteer Firefighter Stipend	(58,000)	(39,750)	(47,717)	(7,967)	20%
511020	Temporary Employee Wages	(20,000)	(14,810)	(7,647)	7,163	-48%
511021	Unemployment Compensation	0	0	(98)	(98)	0%
512005	Health & Dental Benefits	(297,021)	(222,471)	(224,741)	(2,270)	1%
512008	Health Reimb Arrangement	(13,447)	(10,315)	(10,237)	78	-1%
512010	Retirement	(289,724)	(212,949)	(196,632)	16,317	-8%
512015	FICA	(123,019)	(90,882)	(89,398)	1,484	-2%
512020	Workers Comp	(26,640)	(26,640)	(26,640)	0	0%
512025	Other Benefits	(7,786)	(5,495)	(8,016)	(2,520)	46%
512030	Other Payroll Taxes	(11,746)	(8,661)	(8,819)	(158)	2%
512035	Volunteer Fringe Benefits	(2,646)	(2,646)	(2,646)	0	0%
520110	Operating Supplies	(14,000)	(9,878)	(12,631)	(2,753)	28%
520120	Organization Business Expense	(4,300)	(3,249)	(2,056)	1,193	-37%
520130	Personnel Uniforms & Equipment	(14,000)	(13,685)	(14,102)	(417)	3%
520150	Utilities	(24,937)	(18,584)	(13,591)	4,992	-27%
520200	Computer Software Maintenance	0	0	(972)	(972)	0%
520220	Small Equipment	(8,000)	(6,350)	(7,943)	(1,594)	25%
520230	Tools- 50/50	(64,200)	(51,699)	(52,767)	(1,067)	2%
520300	Emergency Operations Center	(2,800)	(266)	(696)	(430)	161%
520503	Printing	(700)	(700)	0	700	0%
520506	Postage	(900)	(564)	(493)	71	-13%
520509	Telephone	(4,000)	(2,676)	(4,885)	(2,209)	83%
520521	Public Information	(1,800)	(713)	(1,512)	(799)	112%
520524	Publications	(1,490)	(1,335)	(1,131)	204	-15%
520530	Memberships	(1,000)	(1,000)	(1,474)	(474)	47%
520557	Intergovernmental Services	(1,400)	(668)	(1,188)	(520)	78%
520558	WCCCA	(142,931)	(142,931)	(142,886)	45	0%
520578	Insurance & Bonds	(24,650)	(24,650)	(24,650)	0	0%
521003	Training/Conferences	(26,600)	(21,811)	(19,475)	2,337	-11%
521150	Professional Services	(41,540)	(30,227)	(21,100)	9,127	-30%
521168	Misc Medical Services	(21,750)	(4,321)	(13,072)	(8,750)	202%
522003	Equipment Maint & Oper Supplies	(5,000)	(3,871)	(4,698)	(827)	21%
522009	Vehicle Maint & Oper Supplies	(50,000)	(36,665)	(40,666)	(4,001)	11%
522012	Fuel/Oil	(24,500)	(15,055)	(22,368)	(7,313)	49%
522021	Equipment Fund Charges	(2,335)	(1,750)	(1,750)	0	0%
522022	Information Systems Fund Charge	(15,334)	(15,334)	(15,334)	0	0%
522303	Custodial	(1,000)	(600)	(620)	(20)	3%
522312	Facility Maintenance Supplies	(3,000)	(2,625)	(2,458)	166	-6%

100 - General Fund  
 Department #22 - Fire

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31, 2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Budget
522315	Facility Mnt/Repairs	(9,500)	(8,287)	(12,466)	(4,179)	50%
550185	Homeland Security	(29,000)	(21,750)	(24,429)	(2,679)	12%
<b>EXPENDITURES TOTAL</b>		<b>(2,925,361)</b>	<b>(2,212,365)</b>	<b>(2,226,478)</b>	<b>(14,113)</b>	<b>1%</b>
<b>Department Net Totals</b>		<b>(2,355,514)</b>	<b>(1,816,836)</b>	<b>(1,827,381)</b>		

100 - General Fund

Department #31 - Planning

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
<b>REVENUES</b>						
430460	SHPO Grant	10,210	10,210	0	(10,210)	0%
430587	Grant Match - Other Agencies	85,000	63,750	21,250	(42,500)	-67%
440020	Code Enforcement Revenue	1,000	723	1,192	469	65%
440025	Copy Service	90	90	28	(63)	-69%
440029	General Fund Spt Svc (522023)	73,078	73,078	73,078	0	0%
450054	Metro Business License	12,500	12,500	10,519	(1,981)	-16%
450057	Other	0	0	160	160	0%
450101	Planning Fees	8,000	6,243	30,144	23,901	383%
	<b>REVENUES TOTAL</b>	<b>189,878</b>	<b>166,594</b>	<b>136,370</b>	<b>(30,224)</b>	<b>-18%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(208,490)	(152,153)	(152,203)	(51)	0%
512005	Health & Dental Benefits	(32,355)	(24,219)	(24,366)	(147)	1%
512008	Health Reimb Arrangement	(2,067)	(1,582)	(1,558)	25	-2%
512010	Retirement	(41,959)	(30,800)	(30,747)	53	0%
512015	FICA	(15,949)	(11,631)	(11,409)	222	-2%
512020	Workers Comp	(281)	(281)	(281)	0	0%
512025	Other Benefits	(983)	(690)	(1,163)	(473)	68%
512030	Other Payroll Taxes	(1,512)	(1,100)	(1,110)	(10)	1%
520110	Operating Supplies	(2,112)	(1,364)	(606)	758	-56%
520120	Organization Business Expense	(1,120)	(1,013)	(1,125)	(111)	11%
520170	Code Enforcement Expenditures	(4,500)	(4,500)	(1,529)	2,971	-66%
520190	Computer Software	0	0	(2,350)	(2,350)	0%
520200	Computer Software Maintenance	(3,000)	(3,000)	(650)	2,350	-78%
520220	Small Equipment	(150)	(113)	0	113	0%
520503	Printing	(3,450)	(3,450)	(3)	3,447	-100%
520506	Postage	(2,400)	(1,728)	(1,579)	149	-9%
520509	Telephone	(850)	(617)	(371)	245	-40%
520521	Public Information	(7,400)	(6,003)	(373)	5,631	-94%
520524	Publications	(1,200)	0	(119)	(119)	0%
520530	Memberships	(2,000)	(906)	(820)	86	-10%
520557	Intergovernmental Services	(6,650)	0	0	0	0%
520569	Forestry Commission	0	0	(496)	(496)	0%
520578	Insurance & Bonds	(426)	(426)	(426)	0	0%
521003	Training/Conferences	(1,300)	(1,300)	(924)	376	-29%
521113	Attorney Services	(10,000)	(7,549)	(8,801)	(1,252)	17%
521150	Professional Services	(86,000)	(64,500)	(34,614)	29,886	-46%
522003	Equipment Maint & Oper Supplies	(4,080)	(3,626)	(4,224)	(598)	17%
522021	Equipment Fund Charges	(1,787)	(1,340)	(1,340)	0	0%
522022	Information Systems Fund Charge	(3,946)	(3,946)	(3,946)	0	0%
522309	Building/Facility Rental	(1,573)	(1,180)	(1,180)	0	0%
523006	SHPO Grant Expense	(10,210)	(10,210)	(416)	9,794	-96%
	<b>EXPENDITURES TOTAL</b>	<b>(457,750)</b>	<b>(339,228)</b>	<b>(288,728)</b>	<b>50,500</b>	<b>-15%</b>
	<b>Department Net Totals</b>	<b>(267,872)</b>	<b>(172,634)</b>	<b>(152,358)</b>		

100 - General Fund

Department #51 - Engineering

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Budget
<b>REVENUES</b>						
440025	Copy Service	1,054	841	657	(184)	-22%
440029	General Fund Spt Svc (522023)	519,284	519,284	519,284	0	0%
450122	Engineering Inspection Fees	10,000	8,458	26,217	17,758	210%
<b>REVENUES TOTAL</b>		<b>530,338</b>	<b>528,584</b>	<b>546,158</b>	<b>17,574</b>	<b>3%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(309,670)	(227,191)	(241,620)	(14,428)	6%
511010	Part-Time Employee Wages	(27,715)	(20,786)	(19,538)	1,248	-6%
511015	Overtime	0	0	(80)	(80)	0%
511020	Temporary Employee Wages	0	0	(2,260)	(2,260)	0%
512005	Health & Dental Benefits	(63,076)	(47,307)	(38,543)	8,764	-19%
512008	Health Reimb Arrangement	(2,983)	(2,257)	(2,119)	138	-6%
512010	Retirement	(65,192)	(47,608)	(47,651)	(43)	0%
512015	FICA	(27,087)	(19,900)	(20,078)	(177)	1%
512020	Workers Comp	(2,824)	(2,824)	(2,824)	0	0%
512025	Other Benefits	(1,863)	(1,319)	(2,313)	(994)	75%
512030	Other Payroll Taxes	(2,578)	(1,896)	(1,932)	(36)	2%
520110	Operating Supplies	(2,500)	(945)	(1,573)	(628)	66%
520120	Organization Business Expense	(250)	(142)	0	142	0%
520130	Personnel Uniforms & Equipment	(500)	(375)	0	375	0%
520190	Computer Software	(3,000)	(3,000)	(432)	2,568	-86%
520200	Computer Software Maintenance	0	0	(2,461)	(2,461)	0%
520220	Small Equipment	(3,300)	(102)	(13)	89	-87%
520503	Printing	(2,100)	(1,136)	(896)	240	-21%
520506	Postage	(550)	(391)	(475)	(84)	21%
520509	Telephone	(2,550)	(1,892)	(557)	1,335	-71%
520521	Public Information	0	0	(664)	(664)	0%
520524	Publications	(990)	(144)	0	144	0%
520530	Memberships	(1,600)	(1,134)	(1,426)	(291)	26%
520557	Intergovernmental Services	(650)	(488)	(250)	238	-49%
520578	Insurance & Bonds	(875)	(875)	(875)	0	0%
521003	Training/Conferences	(2,550)	(843)	(125)	718	-85%
521113	Attorney Services	(3,000)	(2,250)	(1,048)	1,203	-53%
521150	Professional Services	(10,520)	0	0	0	0%
522003	Equipment Maint & Oper Supplies	(4,060)	(2,745)	(1,823)	922	-34%
522021	Equipment Fund Charges	(16,784)	(12,588)	(12,587)	1	0%
522022	Information Systems Fund Charge	(9,502)	(9,502)	(9,502)	0	0%
522306	Rents & Leases	(100)	(75)	0	75	0%
522312	Facility Maintenance Supplies	0	0	(465)	(465)	0%
522315	Facility Mnt/Repairs	0	0	(366)	(366)	0%
<b>EXPENDITURES TOTAL</b>		<b>(568,369)</b>	<b>(409,716)</b>	<b>(414,492)</b>	<b>(4,777)</b>	<b>1%</b>
<b>Department Net Totals</b>		<b>(38,031)</b>	<b>118,868</b>	<b>131,665</b>		

205 - Building Permits Fund

Department #32 - Building Services

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
<b>REVENUES</b>						
440025	Copy Service	0	0	143	143	0%
450074	Structural Building Permits	199,500	138,362	190,674	52,312	38%
450078	Plumbing Permits	35,126	23,859	49,290	25,431	107%
450080	Mechanical Permits	11,557	8,607	14,011	5,403	63%
450082	Structural State Surcharge	24,150	18,265	22,263	3,998	22%
450086	Plumbing State Surcharge	4,186	2,851	5,843	2,992	105%
450088	Mechanical Plans St. Surcharge	1,365	1,017	1,682	665	65%
450106	Structural Plan Review Fees	113,750	60,591	126,444	65,853	109%
450108	Plumbing Plan Review Fees	1,700	1,700	2,720	1,020	60%
450110	Mechanical Plan Review Fees	600	440	3,187	2,747	625%
450112	FL&S Plan Review Fees	9,000	1,505	5,643	4,138	275%
450124	Erosion Control Fees	12,000	8,262	22,113	13,850	168%
450126	Misc - Reinspect & Invstg Fee	2,000	2,000	38	(1,963)	-98%
470105	Interest	0	0	1,672	1,672	0%
495005	Fund Bal Avail. for Approp.	419,224	419,224	440,558	21,334	5%
	<b>REVENUES TOTAL</b>	<b>834,158</b>	<b>686,684</b>	<b>886,281</b>	<b>199,597</b>	<b>29%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(197,352)	(145,315)	(145,792)	(477)	0%
512005	Health & Dental Benefits	(35,962)	(27,022)	(26,953)	69	0%
512008	Health Reimb Arrangement	(1,948)	(1,501)	(1,515)	(13)	1%
512010	Retirement	(39,550)	(29,240)	(29,451)	(211)	1%
512015	FICA	(15,097)	(11,134)	(10,839)	295	-3%
512020	Workers Comp	(1,259)	(1,259)	(1,259)	0	0%
512025	Other Benefits	(933)	(663)	(968)	(306)	46%
512030	Other Payroll Taxes	(1,436)	(1,054)	(1,050)	3	0%
520110	Operating Supplies	(975)	(694)	(740)	(46)	7%
520120	Organization Business Expense	(300)	(225)	0	225	0%
520190	Computer Software	(3,200)	(2,400)	0	2,400	0%
520200	Computer Software Maintenance	0	0	(1,967)	(1,967)	0%
520503	Printing	(800)	(753)	(531)	223	-30%
520506	Postage	(200)	(163)	(138)	25	-15%
520509	Telephone	(1,850)	(1,289)	(797)	492	-38%
520521	Public Information	(750)	(563)	0	563	0%
520524	Publications	(1,000)	0	(520)	(520)	0%
520530	Memberships	(950)	(679)	(1,238)	(559)	82%
520557	Intergovernmental Services	(43,856)	(23,359)	(31,625)	(8,267)	35%
520578	Insurance & Bonds	(469)	(469)	(469)	0	0%
521003	Training/Conferences	(7,400)	(7,400)	(1,367)	6,033	-82%
521113	Attorney Services	(3,000)	(2,019)	0	2,019	0%
521150	Professional Services	(30,700)	(40)	(17,163)	(17,123)	43,306%
521172	Bank Service Fees	(150)	(112)	(63)	49	-44%
522003	Equipment Maint & Oper Supplies	(900)	(900)	(162)	738	-82%
522021	Equipment Fund Charges	(9,297)	(6,973)	(6,972)	1	0%
522022	Information Systems Fund Charge	(5,687)	(5,687)	(5,687)	0	0%
522023	General Fund Admin Services	(44,000)	(44,000)	(44,000)	0	0%
580206	Contingency	(60,000)	0	0	0	0%
590304	Unapp Fund Balance	(325,137)	0	0	0	0%
	<b>EXPENDITURES TOTAL</b>	<b>(834,158)</b>	<b>(314,910)</b>	<b>(331,266)</b>	<b>(16,356)</b>	<b>5%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>371,774</b>	<b>555,015</b>		

205 - Building Permits Fund

Department #32 - Building Services

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	Q Variance from Q Budget
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210 - Street Fund

Department #52 - Streets & Traffic

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance - Year to Date
<b>REVENUES</b>						
422015	State Gas Tax	1,219,645	878,643	859,704	(18,939)	-2%
422025	County Gas Tax	84,163	61,661	60,706	(955)	-2%
430710	Safe Routes to School	350,000	262,500	0	(262,500)	0%
430718	Wayfaring Signage Grants	0	0	7,000	7,000	0%
450057	Other	0	0	17,789	17,789	0%
450100	Street Improv Fee-N Central Proje	0	0	8,050	8,050	0%
470105	Interest	3,523	1,421	1,295	(126)	-9%
495005	Fund Bal Avail. for Approp.	704,615	704,615	788,907	84,292	12%
	<b>REVENUES TOTAL</b>	<b>2,361,946</b>	<b>1,908,841</b>	<b>1,743,452</b>	<b>(165,389)</b>	<b>-9%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(193,191)	(133,700)	(163,027)	(29,326)	22%
511015	Overtime	(6,955)	(5,895)	(1,352)	4,544	-77%
511020	Temporary Employee Wages	0	0	(1,406)	(1,406)	0%
512005	Health & Dental Benefits	(45,910)	(34,552)	(35,055)	(503)	1%
512008	Health Reimb Arrangement	(1,836)	(1,416)	(1,595)	(179)	13%
512010	Retirement	(39,036)	(27,613)	(31,966)	(4,353)	16%
512015	FICA	(15,311)	(10,514)	(12,620)	(2,107)	20%
512020	Workers Comp	(5,789)	(5,789)	(5,789)	0	0%
512025	Other Benefits	(901)	(638)	(963)	(325)	51%
512030	Other Payroll Taxes	(1,483)	(1,075)	(1,059)	16	-1%
520110	Operating Supplies	(2,000)	(1,497)	(908)	590	-39%
520120	Organization Business Expense	(50)	(8)	0	8	0%
520130	Personnel Uniforms & Equipment	(2,200)	(1,550)	(1,421)	128	-8%
520150	Utilities	(80,000)	(61,203)	(56,095)	5,108	-8%
520190	Computer Software	(2,500)	(2,500)	(2,053)	447	-18%
520220	Small Equipment	(3,500)	(2,935)	(2,454)	481	-16%
520240	Construction Supplies	(97,500)	(38,972)	(34,086)	4,886	-13%
520280	Street Light Maint. (610-430110)	(73,000)	(73,000)	(73,000)	0	0%
520503	Printing	(800)	(696)	(145)	551	-79%
520506	Postage	(100)	(79)	(166)	(67)	110%
520509	Telephone	(650)	(521)	(572)	(51)	10%
520521	Public Information	(500)	(240)	0	240	0%
520524	Publications	(300)	0	0	0	0%
520530	Memberships	0	0	(30)	(30)	0%
520557	Intergovernmental Services	(24,500)	(17,994)	(12,948)	5,046	-28%
520578	Insurance & Bonds	(4,958)	(4,958)	(4,958)	0	0%
521003	Training/Conferences	(1,800)	(1,800)	(1,199)	601	-33%
521113	Attorney Services	0	0	(2,058)	(2,058)	0%
521150	Professional Services	(3,950)	(1,719)	(851)	868	-50%
521168	Misc Medical Services	0	0	(359)	(359)	0%
521172	Bank Service Fees	(700)	(524)	(508)	17	-3%
522003	Equipment Maint & Oper Supplies	(1,200)	(85)	(346)	(261)	309%
522012	Fuel/Oil	0	0	(515)	(515)	0%
522021	Equipment Fund Charges	(84,324)	(63,243)	(63,243)	0	0%
522022	Information Systems Fund Charge	(2,246)	(2,246)	(2,246)	0	0%
522023	General Fund Admin Services	(416,737)	(416,737)	(416,737)	0	0%
522306	Rents & Leases	(11,000)	(3,793)	(5,338)	(1,544)	41%
522309	Building/Facility Rental	(3,132)	(2,349)	(2,349)	0	0%
550181	Major Tools & Work Equipment	(31,700)	(6,516)	(30,908)	(24,393)	374%
550563	Construction Maintenance	(300,000)	(300,000)	(296,028)	3,972	-1%

210 - Street Fund

Department #52 - Streets & Traffic

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
550575	Street Construction	(60,000)	(60,000)	0	60,000	0%
551066	Safe Routes to School	(400,000)	(300,000)	0	300,000	0%
580206	Contingency	(150,000)	0	0	0	0%
590304	Unapp Fund Balance	(292,187)	0	0	0	0%
<b>EXPENDITURES TOTAL</b>		<b>(2,361,946)</b>	<b>(1,586,357)</b>	<b>(1,266,353)</b>	<b>320,004</b>	<b>-20%</b>
<b>Department Net Totals</b>		<b>0</b>	<b>322,483</b>	<b>477,099</b>		

212 - Street Tree Fund

Department #31 - Planning

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Budget
<b>REVENUES</b>						
450140	Tree Planting Fees	44,100	33,973	31,310	(2,663)	-8%
470105	Interest	250	148	286	137	93%
495005	Fund Bal Avail. for Approp.	87,145	87,145	88,050	905	1%
	<b>REVENUES TOTAL</b>	<b>131,495</b>	<b>121,266</b>	<b>119,646</b>	<b>(1,620)</b>	<b>-1%</b>
<b>EXPENDITURES</b>						
520290	Street Tree Planting	(131,495)	(131,495)	(20,985)	110,510	-84%
	<b>EXPENDITURES TOTAL</b>	<b>(131,495)</b>	<b>(131,495)</b>	<b>(20,985)</b>	<b>110,510</b>	<b>-84%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>(10,229)</b>	<b>98,661</b>		

215 - 911 Emergency Fund

Department #20 - Debt Service

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Budget
<b>REVENUES</b>						
422035	911 Emergency Tax	125,000	93,167	77,690	(15,477)	-17%
	<b>REVENUES TOTAL</b>	<b>125,000</b>	<b>93,167</b>	<b>77,690</b>	<b>(15,477)</b>	<b>-17%</b>
<b>EXPENDITURES</b>						
520557	Intergovernmental Services	(125,000)	(93,167)	(77,690)	15,477	-17%
	<b>EXPENDITURES TOTAL</b>	<b>(125,000)</b>	<b>(93,167)</b>	<b>(77,690)</b>	<b>15,477</b>	<b>-17%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>		

220 - Forfeiture Sharing Fund

Department #21 - Police

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
460150	Forfeiture Sharing Revenue	5,000	3,750	0	(3,750)	0%
495005	Fund Bal Avail. for Approp.	0	0	46	46	0%
	<b>REVENUES TOTAL</b>	<b>5,000</b>	<b>3,750</b>	<b>46</b>	<b>(3,704)</b>	<b>-99%</b>
<b>EXPENDITURES</b>						
520220	Small Equipment	(5,000)	(3,750)	(46)	3,704	-99%
	<b>EXPENDITURES TOTAL</b>	<b>(5,000)</b>	<b>(3,750)</b>	<b>(46)</b>	<b>3,704</b>	<b>-99%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>		

225 - Fire Equipment Repl. Fund

Department #23 - Fire Equipment Repl Fund

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
<b>REVENUES</b>						
420010	Rural District Share	175,800	175,800	61,309	(114,491)	-65%
430214	Homeland Security Grant	382,500	378,588	114,474	(264,114)	-70%
445015	Sale of Equipment	0	0	7,500	7,500	0%
470105	Interest	5,000	3,096	1,259	(1,837)	-59%
481005	Transfer from Other Funds	102,100	76,575	76,575	0	0%
495005	Fund Bal Avail. for Approp.	418,912	418,912	417,050	(1,862)	0%
	<b>REVENUES TOTAL</b>	<b>1,084,312</b>	<b>1,052,970</b>	<b>678,167</b>	<b>(374,803)</b>	<b>-36%</b>
<b>EXPENDITURES</b>						
550166	Building Improvements	(52,000)	(39,000)	(46,578)	(7,578)	19%
550181	Major Tools & Work Equipment	(452,100)	(360,051)	(135,815)	224,237	-62%
551261	Equipment Replacement	(230,000)	(230,000)	(152,434)	77,566	-34%
580206	Contingency	(50,000)	0	0	0	0%
590304	Unapp Fund Balance	(300,212)	0	0	0	0%
	<b>EXPENDITURES TOTAL</b>	<b>(1,084,312)</b>	<b>(629,051)</b>	<b>(334,827)</b>	<b>294,225</b>	<b>-47%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>423,919</b>	<b>343,341</b>		

240 - Bikeway Development Fund

Department #52 - Streets & Traffic

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Budget
<b>REVENUES</b>						
422015	State Gas Tax	12,320	8,875	8,684	(192)	-2%
430703	Bike Shelter Grant	45,000	33,750	0	(33,750)	0%
450052	Bicycle Licenses	50	0	24	24	0%
470105	Interest	768	434	221	(213)	-49%
495005	Fund Bal Avail. for Approp.	78,277	78,277	83,748	5,471	7%
	<b>REVENUES TOTAL</b>	<b>136,415</b>	<b>121,336</b>	<b>92,678</b>	<b>(28,659)</b>	<b>-24%</b>
<b>EXPENDITURES</b>						
550169	General Capital Outlay	(136,415)	(136,415)	(2,214)	134,201	-98%
	<b>EXPENDITURES TOTAL</b>	<b>(136,415)</b>	<b>(136,415)</b>	<b>(2,214)</b>	<b>134,201</b>	<b>-98%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>(15,079)</b>	<b>90,464</b>		

250 - Library Donations Fund

Department #14 - Library

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Revenue to Budget
<b>REVENUES</b>						
481005	Transfer from Other Funds	200	150	200	50	33%
495005	Fund Bal Avail. for Approp.	1,166	1,166	1,484	318	27%
	<b>REVENUES TOTAL</b>	<b>1,366</b>	<b>1,316</b>	<b>1,684</b>	<b>368</b>	<b>28%</b>
<b>EXPENDITURES</b>						
520220	Small Equipment	(1,366)	(1,025)	0	1,025	0%
	<b>EXPENDITURES TOTAL</b>	<b>(1,366)</b>	<b>(1,025)</b>	<b>0</b>	<b>1,025</b>	<b>0%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>292</b>	<b>1,684</b>		

260 - Trail System Fund

Department #16 - Parks & Recreation

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
<b>REVENUES</b>						
470105	Interest	300	123	260	136	110%
495005	Fund Bal Avail. for Approp.	66,159	66,159	66,555	396	1%
	<b>REVENUES TOTAL</b>	<b>66,459</b>	<b>66,282</b>	<b>66,815</b>	<b>532</b>	<b>1%</b>
<b>EXPENDITURES</b>						
522320	TRAIL MAINTENANCE	(10,000)	(7,500)	0	7,500	0%
550240	Trail Construction	(56,459)	(56,459)	0	56,459	0%
	<b>EXPENDITURES TOTAL</b>	<b>(66,459)</b>	<b>(63,959)</b>	<b>0</b>	<b>63,959</b>	<b>0%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>2,323</b>	<b>66,815</b>		

**265 - Transportation Services Fund**  
**Department #12 - Administration Services**

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance - YTD to Budget
<b>REVENUES</b>						
430725	DHS Transportation Grant	460,000	264,140	310,656	46,516	18%
495005	Fund Bal Avail. for Approp.	0	0	0	0	0%
	<b>REVENUES TOTAL</b>	<b>460,000</b>	<b>264,140</b>	<b>310,656</b>	<b>46,516</b>	<b>18%</b>
<b>EXPENDITURES</b>						
523015	Transportation Grant	(460,000)	(272,066)	(270,331)	1,734	-1%
	<b>EXPENDITURES TOTAL</b>	<b>(460,000)</b>	<b>(272,066)</b>	<b>(270,331)</b>	<b>1,734</b>	<b>-1%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>(7,926)</b>	<b>40,324</b>		

**270 - Facility Major Maintenance Fund**  
**Department #12 - Administration Services**

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31, 2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% of Budget
<b>REVENUES</b>						
470105	Interest	1,100	588	2,080	1,492	254%
481007	Transfer from General Fund	50,000	45,872	50,000	4,128	9%
495005	Fund Bal Avail. for Approp.	546,200	409,650	546,166	136,516	33%
	<b>REVENUES TOTAL</b>	<b>597,300</b>	<b>456,110</b>	<b>598,246</b>	<b>142,136</b>	<b>31%</b>
<b>EXPENDITURES</b>						
550166	Building Improvements	(193,642)	(145,232)	0	145,232	0%
550171	Capital Projects - Public Safety	0	0	(82,280)	(82,280)	0%
550173	Capital Projects - Aquatic Center	0	0	(90,330)	(90,330)	0%
590304	Unapp Fund Balance	(403,658)	(302,744)	0	302,744	0%
	<b>EXPENDITURES TOTAL</b>	<b>(597,300)</b>	<b>(447,975)</b>	<b>(172,610)</b>	<b>275,365</b>	<b>-61%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>8,135</b>	<b>425,636</b>		

275 - Community Enhancement Fund  
 Department #12 - Administration Services

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Budget
<b>REVENUES</b>						
420025	Metro Enhancement Fee	58,031	44,481	41,920	(2,561)	-6%
470105	Interest	0	0	3	3	0%
495005	Fund Bal Avail. for Approp.	12,314	12,314	14,193	1,879	15%
	<b>REVENUES TOTAL</b>	<b>70,345</b>	<b>56,795</b>	<b>56,116</b>	<b>(679)</b>	<b>-1%</b>
<b>EXPENDITURES</b>						
523003	Comm Enhancement Grants	(61,110)	(54,862)	(50,059)	4,803	-9%
590304	Unapp Fund Balance	(9,235)	(6,926)	0	6,926	0%
	<b>EXPENDITURES TOTAL</b>	<b>(70,345)</b>	<b>(61,789)</b>	<b>(50,059)</b>	<b>11,729</b>	<b>-19%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>(4,993)</b>	<b>6,057</b>		

280 - Public Arts Fund

Department #11 - Legislative & Executive

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance (YTD vs Budget)
<b>REVENUES</b>						
470105	Interest	100	77	28	(49)	-64%
471025	Public Arts Comm. Donations	0	0	2,193	2,193	0%
495005	Fund Bal Avail. for Approp.	8,028	8,028	7,516	(512)	-6%
	<b>REVENUES TOTAL</b>	<b>8,128</b>	<b>8,105</b>	<b>9,737</b>	<b>1,632</b>	<b>20%</b>
<b>EXPENDITURES</b>						
520564	Public Arts Comm. Expenditures	(8,128)	(7,756)	(194)	7,561	-97%
	<b>EXPENDITURES TOTAL</b>	<b>(8,128)</b>	<b>(7,756)</b>	<b>(194)</b>	<b>7,561</b>	<b>-97%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>349</b>	<b>9,542</b>		

310 - Traffic Impact Fund

Department #52 - Streets & Traffic

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance - From Q Budget
<b>REVENUES</b>						
470105	Interest	16,050	7,591	13,729	6,138	81%
495005	Fund Bal Avail. for Approp.	3,210,057	3,210,057	3,218,983	8,926	0%
	<b>REVENUES TOTAL</b>	<b>3,226,107</b>	<b>3,217,648</b>	<b>3,232,712</b>	<b>15,064</b>	<b>0%</b>
<b>EXPENDITURES</b>						
550169	General Capital Outlay	(3,226,107)	(2,419,580)	0	2,419,580	0%
	<b>EXPENDITURES TOTAL</b>	<b>(3,226,107)</b>	<b>(2,419,580)</b>	<b>0</b>	<b>2,419,580</b>	<b>0%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>798,068</b>	<b>3,232,712</b>		

311 - Trans Dev Tax Fund

Department #52 - Streets & Traffic

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
451070	Transportation Development Tax	333,250	276,967	339,622	62,655	23%
470105	Interest	2,029	1,403	1,928	525	37%
495005	Fund Bal Avail. for Approp.	405,808	405,808	409,543	3,735	1%
	<b>REVENUES TOTAL</b>	<b>741,087</b>	<b>684,178</b>	<b>751,093</b>	<b>66,914</b>	<b>10%</b>
<b>EXPENDITURES</b>						
550169	General Capital Outlay	(741,087)	(555,815)	(2,155)	553,661	-100%
	<b>EXPENDITURES TOTAL</b>	<b>(741,087)</b>	<b>(555,815)</b>	<b>(2,155)</b>	<b>553,661</b>	<b>-100%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>128,363</b>	<b>748,938</b>		

320 - Park Acq. & Dev Fund

Department #16 - Parks & Recreation

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance Act: Q Budget
<b>REVENUES</b>						
451009	Parks SDC	210,000	151,053	186,000	34,947	23%
470105	Interest	1,750	984	2,560	1,576	160%
495005	Fund Bal Avail. for Approp.	575,424	575,424	576,498	1,074	0%
	<b>REVENUES TOTAL</b>	<b>787,174</b>	<b>727,461</b>	<b>765,058</b>	<b>37,597</b>	<b>5%</b>
<b>EXPENDITURES</b>						
521150	Professional Services	(85,000)	(63,750)	0	63,750	0%
550200	Parks Projects - General	(702,174)	(702,174)	0	702,174	0%
550248	Trails and Greenways	0	0	(765)	(765)	0%
	<b>EXPENDITURES TOTAL</b>	<b>(787,174)</b>	<b>(765,924)</b>	<b>(765)</b>	<b>765,159</b>	<b>-100%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>(38,463)</b>	<b>764,293</b>		

330 - Capital Projects Fund

Department #12 - Administration Services

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
420024	CWS Participation	127,700	95,775	0	(95,775)	0%
430708	State Parks Grant	109,100	109,100	0	(109,100)	0%
470105	Interest	6,000	2,622	11,745	9,123	348%
470131	Sidewalk Program Interest	3,000	436	1,532	1,096	251%
470132	Sidewalk Program Principal	7,500	1,003	8,008	7,005	698%
470133	Sidewalk Program Pymt in Full	75,000	64,208	24,982	(39,226)	-61%
480022	Fernhill Wellands Match	60,000	45,000	0	(45,000)	0%
495005	Fund Bal Avail. for Approp.	2,823,106	2,823,106	2,805,095	(18,011)	-1%
	<b>REVENUES TOTAL</b>	<b>3,211,406</b>	<b>3,141,250</b>	<b>2,851,362</b>	<b>(289,888)</b>	<b>-9%</b>
<b>EXPENDITURES</b>						
550169	General Capital Outlay	(45,756)	(34,317)	0	34,317	0%
550201	Parks Land Acquisition	0	0	(5,473)	(5,473)	0%
550245	Park Property Purchase	(2,768,850)	(2,076,638)	(150,000)	1,926,638	-93%
550248	Trails and Greenways	(296,800)	(279,366)	(83,386)	195,980	-70%
550580	Sidewalk Program	(100,000)	(84,734)	(31,434)	53,300	-63%
	<b>EXPENDITURES TOTAL</b>	<b>(3,211,406)</b>	<b>(2,475,055)</b>	<b>(270,293)</b>	<b>2,204,762</b>	<b>-89%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>666,195</b>	<b>2,581,069</b>		

350 - CIP Excise Tax Fund

Department #12 - Administration Services

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
450200	C.I.P. Fees	206,000	148,127	156,429	8,302	6%
470105	Interest	200	105	167	62	60%
495005	Fund Bal Avail. for Approp.	66,155	66,155	74,185	8,030	12%
	<b>REVENUES TOTAL</b>	<b>272,355</b>	<b>214,386</b>	<b>230,781</b>	<b>16,395</b>	<b>8%</b>
<b>EXPENDITURES</b>						
550170	Capital Projects - Support Service	(47,654)	(24,311)	(11,484)	12,827	-53%
550171	Capital Projects - Public Safety	(32,551)	(32,551)	(5,636)	26,915	-83%
570127	Transfer to Other Funds	(192,150)	(144,113)	(144,113)	0	0%
	<b>EXPENDITURES TOTAL</b>	<b>(272,355)</b>	<b>(200,975)</b>	<b>(161,233)</b>	<b>39,742</b>	<b>-20%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>13,411</b>	<b>69,548</b>		

410 - General Debt Service Fund

Department #19 -

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Budget
<b>REVENUES</b>						
411003	Property Taxes	420,036	420,036	406,353	(13,683)	-3%
411150	Property Tax Prior Years	12,500	12,500	9,511	(2,989)	-24%
470105	Interest	750	750	1,119	369	49%
495005	Fund Bal Avail. for Approp.	69,245	69,245	58,402	(10,843)	-16%
	<b>REVENUES TOTAL</b>	<b>502,531</b>	<b>502,531</b>	<b>475,385</b>	<b>(27,146)</b>	<b>-5%</b>
<b>EXPENDITURES</b>						
562008	Principal - 2010 Series	(400,000)	(400,000)	0	400,000	0%
562040	Interest - 1999 GO Bonds	0	0	0	0	0%
562048	Interest - 2010 Series	(63,875)	(63,875)	(31,938)	31,938	-50%
590304	Unapp Fund Balance	(38,656)	(38,656)	0	38,656	0%
	<b>EXPENDITURES TOTAL</b>	<b>(502,531)</b>	<b>(502,531)</b>	<b>(31,938)</b>	<b>470,594</b>	<b>-94%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>0</b>	<b>443,448</b>		

430 - SPWF-Debt Service Fund

Department #19 -

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance YTD Q Budget
<b>REVENUES</b>						
451200	Assessment Charges	4,363	4,363	4,624	261	6%
470105	Interest	39,259	39,259	39,259	0	0%
470130	Interest - Assessments	2,654	2,654	2,393	(261)	-10%
495005	Fund Bal Avail. for Approp.	5,823	5,823	5,823	0	0%
	<b>REVENUES TOTAL</b>	<b>52,099</b>	<b>52,099</b>	<b>52,099</b>	<b>0</b>	<b>0%</b>
<b>EXPENDITURES</b>						
562020	Principal - 95 S.P.W.F. Loan	(17,886)	(17,886)	(17,886)	0	0%
562055	Interest - 95 S.P.W.F. Loan	(5,820)	(5,820)	(5,820)	1	0%
590304	Unapp Fund Balance	(28,393)	(28,393)	0	28,393	0%
	<b>EXPENDITURES TOTAL</b>	<b>(52,099)</b>	<b>(52,099)</b>	<b>(23,706)</b>	<b>28,394</b>	<b>-54%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>0</b>	<b>28,393</b>		

505 - Library Endowment Fund

Department #14 - Library

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Budget
<b>REVENUES</b>						
470105	Interest	200	200	157	(43)	-21%
495005	Fund Bal Avail. for Approp.	0	0	503	503	0%
495006	Restricted Fund Balance	41,187	41,187	41,186	(1)	0%
	<b>REVENUES TOTAL</b>	<b>41,387</b>	<b>41,387</b>	<b>41,847</b>	<b>460</b>	<b>1%</b>
<b>EXPENDITURES</b>						
570127	Transfer to Other Funds	(200)	(200)	(200)	0	0%
590304	Unapp Fund Balance	(41,187)	(41,187)	0	41,187	0%
	<b>EXPENDITURES TOTAL</b>	<b>(41,387)</b>	<b>(41,387)</b>	<b>(200)</b>	<b>41,187</b>	<b>-100%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>0</b>	<b>41,647</b>		

610 - Light Fund

Department #41 - Light & Power

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
<b>REVENUES</b>						
440035	NSF Handling Charge	1,500	1,154	1,500	346	30%
440105	Residential Sales	6,601,497	4,970,140	5,388,735	418,595	8%
440110	General Service - 1 ph Sales	582,588	436,631	461,158	24,527	6%
440112	General Service - 3 ph Sales	592,208	443,536	471,744	28,208	6%
440120	Industrial Service - Special Contra	1,723,084	1,301,171	1,253,679	(47,493)	-4%
440125	Large Commercial Industrial	3,355,466	2,520,372	2,707,942	187,570	7%
440130	Public Street Lighting Sales	69,032	52,746	51,947	(798)	-2%
440135	Rental Lights	103,074	77,365	76,535	(830)	-1%
440140	Irrigation Service	1,550	1,139	2,434	1,294	114%
440150	Green Power Units	11,000	8,271	7,668	(603)	-7%
440165	Connection Charges	90,000	73,566	38,678	(34,888)	-47%
440170	Street Light Maint. (210-520280)	73,000	73,000	73,000	0	0%
440175	Disconnect/Reconnect Charges	15,000	10,173	16,998	6,825	67%
440180	Pole Rental	24,000	24,000	21,748	(2,252)	-9%
440302	Auditorium Rental	24,000	18,016	19,471	1,454	8%
445005	Sale of Scrap	12,000	9,135	17,463	8,328	91%
445015	Sale of Equipment	0	0	3,288	3,288	0%
450057	Other	0	0	35,647	35,647	0%
451035	Contribution-In-Aid	7,500	5,625	0	(5,625)	0%
470105	Interest	10,000	3,956	25,647	21,691	548%
480020	Conservation Incentive Reimburse	350,000	307,823	285,607	(22,216)	-7%
481005	Transfer from Other Funds	8,140	8,140	8,140	0	0%
495005	Fund Bal Avail. for Approp.	5,901,316	5,901,316	6,883,745	982,429	17%
	<b>REVENUES TOTAL</b>	<b>19,555,955</b>	<b>16,247,276</b>	<b>17,852,773</b>	<b>1,605,497</b>	<b>10%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(1,899,953)	(1,435,390)	(1,313,949)	121,441	-8%
511010	Part-Time Employee Wages	0	0	(205)	(205)	0%
511015	Overtime	(90,000)	(61,753)	(114,849)	(53,096)	86%
511020	Temporary Employee Wages	(3,500)	(2,625)	(20,809)	(18,184)	693%
512005	Health & Dental Benefits	(350,132)	(268,206)	(240,924)	27,282	-10%
512008	Health Reimb Arrangement	(5,597)	(5,193)	(18,372)	(13,178)	254%
512010	Retirement	(383,763)	(288,930)	(229,638)	59,292	-21%
512015	Fica	(152,499)	(115,144)	(109,194)	5,950	-5%
512020	Workers Comp	(35,553)	(35,526)	(35,553)	(28)	0%
512025	Other Benefits	(9,511)	(6,898)	(7,501)	(603)	9%
512030	Other Payroll Taxes	(14,490)	(10,859)	(10,582)	277	-3%
520110	Operating Supplies	(12,000)	(9,107)	(8,964)	143	-2%
520120	Organization Business Expense	(12,250)	(8,355)	(5,977)	2,378	-28%
520130	Personnel Uniforms & Equipment	(28,500)	(25,531)	(19,440)	6,091	-24%
520150	Utilities	(26,250)	(19,515)	(19,567)	(52)	0%
520180	Subscriptions & Books	(750)	(750)	(595)	155	-21%
520190	Computer Software	(7,500)	(3,739)	(4,582)	(843)	23%
520200	Computer Software Maintenance	(4,500)	(4,500)	(2,460)	2,040	-45%
520220	Small Equipment	(58,900)	(42,130)	(46,483)	(4,353)	10%
520240	Construction Supplies	(470,000)	(351,116)	(378,037)	(26,921)	8%
520260	Purchased Power	(8,327,929)	(6,879,261)	(6,225,016)	654,245	-10%
520270	Miscellaneous	(1,000)	(1,000)	0	1,000	0%
520503	Printing	(3,000)	(2,250)	(236)	2,014	-90%
520506	Postage	(1,900)	(1,435)	(2,124)	(690)	48%
520509	Telephone	(10,000)	(7,050)	(6,609)	441	-6%

## 610 - Light Fund

## Department #41 - Light &amp; Power

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
520521	Public Information	(31,000)	(23,911)	(6,870)	17,041	-71%
520524	Publications	(3,305)	(3,204)	(1,616)	1,587	-50%
520530	Memberships	(86,541)	(85,166)	(84,580)	586	-1%
520533	Recruiting Expenses	(3,500)	(2,517)	(5,496)	(2,979)	118%
520542	Bill Paying Assistance Program	(75,000)	(69,746)	(39,284)	30,461	-44%
520554	Conservation Incentives	(15,000)	(15,000)	(2,500)	12,500	-83%
520555	Industrial Conservation Augmenta	(350,000)	(299,595)	(312,534)	(12,939)	4%
520556	Green Power Info & Promotion	(2,000)	(1,500)	0	1,500	0%
520557	Intergovernmental Services	(11,000)	(10,807)	(12,758)	(1,951)	18%
520578	Insurance & Bonds	(30,537)	(30,537)	(30,537)	0	0%
521003	Training/Conferences	(43,100)	(37,030)	(22,949)	14,081	-38%
521006	Travel	0	0	(13)	(13)	0%
521113	Attorney Services	(5,000)	(1,947)	(2,452)	(505)	26%
521150	Professional Services	(17,800)	(14,004)	(26,311)	(12,307)	88%
521159	Construct Contracts	(22,000)	(16,500)	0	16,500	0%
521162	Consultants	(100,000)	(75,000)	0	75,000	0%
521165	Contracts for Services	(132,700)	(73,986)	(33,823)	40,163	-54%
521168	Misc Medical Services	(3,850)	(2,361)	(1,525)	836	-35%
521172	Bank Service Fees	(33,537)	(24,780)	(30,800)	(6,020)	24%
522003	Equipment Maint & Oper Supplies	(30,000)	(22,629)	(21,265)	1,364	-6%
522006	Equipment/Vehicle Rental	(1,200)	(900)	0	900	0%
522009	Vehicle Maint & Oper Supplies	(35,000)	(23,699)	(17,819)	5,880	-25%
522010	Vehicle Maint External	(20,000)	(14,265)	(14,834)	(569)	4%
522012	Fuel/Oil	(32,550)	(19,589)	(31,528)	(11,938)	61%
522022	Information Systems Fund Charge	(16,952)	(16,952)	(16,952)	0	0%
522023	General Fund Admin Services	(985,061)	(738,795)	(738,797)	(2)	0%
522306	Rents & Leases	(14,650)	(14,594)	(7,711)	6,883	-47%
522312	Facility Maintenance Supplies	(6,700)	(4,624)	(1,249)	3,375	-73%
522315	Facility Mnt/Repairs	(12,500)	(11,216)	(4,019)	7,198	-64%
523010	Ocean Wave Energy Grant	(4,500)	0	0	0	0%
550051	Office Equipment & Furniture	(4,000)	(3,000)	(3,657)	(657)	22%
550166	Building Improvements	(520,000)	(204,017)	(342,493)	(138,476)	68%
550181	Major Tools & Work Equipment	(117,500)	(91,605)	(112,385)	(20,780)	23%
550960	FG Substation Improvements	(60,000)	(41,643)	(3,367)	38,276	-92%
550961	Filbert Substation	(13,000)	(9,750)	0	9,750	0%
550962	System Additions & Upgrades	(40,000)	(30,000)	0	30,000	0%
551260	Vehicle Replacement	(75,500)	(61,922)	(39,896)	22,026	-36%
551261	Equipment Replacement	(185,000)	(138,750)	(175,331)	(36,581)	26%
570127	Transfer to Other Funds	(121,000)	(94,531)	(99,472)	(4,941)	5%
570130	In-Lieu of Tax	(660,635)	(495,475)	(495,476)	(1)	0%
580206	Contingency	(1,850,774)	0	0	0	0%
590303	Reserved Fund Balance	(200,000)	0	0	0	0%
590304	Unapp Fund Balance	(1,674,086)	0	0	0	0%
<b>EXPENDITURES TOTAL</b>		<b>(19,555,955)</b>	<b>(12,411,809)</b>	<b>(11,561,963)</b>	<b>849,846</b>	<b>-7%</b>
<b>Department Net Totals</b>		<b>0</b>	<b>3,835,467</b>	<b>6,290,810</b>		

## 620 - Sewer Fund

## Department #54 - Sewer

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance - YTD to Budget
<b>REVENUES</b>						
440105	Residential Sales	3,321,768	2,491,995	2,484,264	(7,731)	0%
440106	Commercial Sales	686,724	509,687	528,536	18,849	4%
440120	Industrial Service - Special Contra	175,828	132,439	139,681	7,242	5%
450057	Other	800	0	2,608	2,608	0%
451040	Sewer Laterals	2,000	1,500	0	(1,500)	0%
470105	Interest	8,327	3,576	7,906	4,330	121%
495005	Fund Bal Avail. for Approp.	1,665,177	1,665,177	1,820,618	155,441	9%
	<b>REVENUES TOTAL</b>	<b>5,860,644</b>	<b>4,804,375</b>	<b>4,983,612</b>	<b>179,237</b>	<b>4%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(201,376)	(157,592)	(101,084)	56,508	-36%
511015	Overtime	(2,029)	(1,728)	(565)	1,163	-67%
511020	Temporary Employee Wages	0	0	(1,450)	(1,450)	0%
512005	Health & Dental Benefits	(56,357)	(42,199)	(43,226)	(1,027)	2%
512008	Health Reimb Arrangement	(1,912)	(1,476)	(1,737)	(261)	18%
512010	Retirement	(40,577)	(31,760)	(19,652)	12,108	-38%
512015	FICA	(15,560)	(12,139)	(7,855)	4,284	-35%
512020	Workers Comp	(7,032)	(7,032)	(7,032)	0	0%
512025	Other Benefits	(915)	(649)	(1,101)	(452)	70%
512030	Other Payroll Taxes	(1,508)	(1,104)	(1,069)	35	-3%
520110	Operating Supplies	(3,000)	(1,754)	(1,248)	507	-29%
520120	Organization Business Expense	(75)	(75)	0	75	0%
520130	Personnel Uniforms & Equipment	(3,250)	(1,893)	(2,597)	(704)	37%
520150	Utilities	(1,200)	(913)	(1,258)	(345)	38%
520190	Computer Software	(4,900)	(4,000)	(2,563)	1,437	-36%
520220	Small Equipment	(6,000)	(5,502)	(2,771)	2,731	-50%
520240	Construction Supplies	(10,500)	(4,083)	(2,659)	1,424	-35%
520270	Miscellaneous	0	0	(192)	(192)	0%
520503	Printing	(200)	(49)	(63)	(13)	27%
520506	Postage	(100)	(54)	(11)	43	-80%
520509	Telephone	(800)	(598)	(304)	294	-49%
520521	Public Information	(225)	0	0	0	0%
520524	Publications	(300)	0	0	0	0%
520530	Memberships	(700)	(504)	(380)	125	-25%
520557	Intergovernmental Services	(3,146,483)	(2,182,236)	(2,165,970)	16,266	-1%
520578	Insurance & Bonds	(7,466)	(7,466)	(7,466)	0	0%
521003	Training/Conferences	(3,025)	(3,025)	(780)	2,245	-74%
521150	Professional Services	(7,000)	(6,188)	(2,304)	3,884	-63%
521168	Misc Medical Services	(375)	(219)	(240)	(21)	10%
521172	Bank Service Fees	(11,000)	(8,383)	(9,691)	(1,308)	16%
522003	Equipment Maint & Oper Supplies	(1,000)	(1,000)	(29)	971	-97%
522012	Fuel/Oil	0	0	(10)	(10)	0%
522021	Equipment Fund Charges	(100,584)	(75,438)	(75,438)	0	0%
522022	Information Systems Fund Charge	(1,703)	(1,703)	(1,703)	0	0%
522023	General Fund Admin Services	(391,689)	(391,689)	(391,689)	0	0%
522306	Rents & Leases	(1,400)	(1,050)	(1,336)	(286)	27%
522309	Building/Facility Rental	(6,264)	(4,698)	(4,698)	0	0%
522312	Facility Maintenance Supplies	(500)	(500)	(70)	430	-86%
522315	Facility Mnt/Repairs	(250)	(250)	0	250	0%
550181	Major Tools & Work Equipment	(6,900)	(5,175)	(5,831)	(656)	13%
550700	Sewer Projects	0	0	(536)	(536)	0%

620 - Sewer Fund

Department #54 - Sewer

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
550763	Sewer Construction	(172,500)	(172,250)	(33,055)	139,195	-81%
562001	Principal-CWS/City Phase III Reha	(75,887)	(75,887)	(77,321)	(1,434)	2%
562041	Interest - CWS/City Phase III Reh	(18,117)	(18,117)	(16,683)	1,434	-8%
570130	In-Lieu of Tax	(51,295)	(51,295)	(51,295)	0	0%
580206	Contingency	(750,000)	0	0	0	0%
590304	Unapp Fund Balance	(748,690)	0	0	0	0%
<b>EXPENDITURES TOTAL</b>		<b>(5,860,644)</b>	<b>(3,281,673)</b>	<b>(3,044,961)</b>	<b>236,713</b>	<b>-7%</b>
<b>Department Net Totals</b>		<b>0</b>	<b>1,522,701</b>	<b>1,938,651</b>		

622 - Sewer SDC Fund  
 Department #54 - Sewer

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
451005	System Development Charge	225,000	181,409	318,663	137,253	76%
451042	Sunset Sewer Connection Fee	2,000	0	0	0	0%
470105	Interest	2,553	1,167	4,292	3,125	268%
495005	Fund Bal Avail. for Approp.	1,021,215	1,021,215	1,039,361	18,146	2%
	<b>REVENUES TOTAL</b>	<b>1,250,768</b>	<b>1,203,791</b>	<b>1,362,315</b>	<b>158,524</b>	<b>13%</b>
<b>EXPENDITURES</b>						
520557	Intergovernmental Services	(180,000)	(135,000)	(254,930)	(119,930)	89%
550760	Construction Projects	(50,000)	(37,500)	0	37,500	0%
562002	Principal-CWS/City Sunset Drive	(88,475)	(88,475)	(92,230)	(3,755)	4%
562042	Interest - CWS/City Sunset Drive	(33,520)	(33,520)	(29,765)	3,755	-11%
580206	Contingency	(658,350)	(493,763)	0	493,763	0%
590304	Unapp Fund Balance	(240,423)	(180,317)	0	180,317	0%
	<b>EXPENDITURES TOTAL</b>	<b>(1,250,768)</b>	<b>(968,575)</b>	<b>(376,925)</b>	<b>591,650</b>	<b>-61%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>235,216</b>	<b>985,390</b>		

## 630 - Water Fund

## Department #53 - Water

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
440105	Residential Sales	1,582,743	1,238,793	1,391,461	152,669	12%
440106	Commercial Sales	445,256	350,297	416,006	65,709	19%
440118	Multi-Family Sales	375,501	297,468	256,056	(41,412)	-14%
440120	Industrial Service - Special Contra	227,750	174,444	184,519	10,075	6%
440160	Non-Metered Sales	20,000	15,252	22,246	6,994	46%
440165	Connection Charges	20,000	17,087	26,144	9,057	53%
440305	Building Rental Income	35,928	26,946	26,946	0	0%
445025	Timber Sales FY 11/12	700,000	700,000	1,012,116	312,116	45%
450057	Other	5,000	3,103	12,789	9,686	312%
470105	Interest	10,028	6,151	9,210	3,059	50%
480006	Reimbursements	0	0	60	60	0%
495005	Fund Bal Avail. for Approp.	2,005,593	2,005,593	2,290,250	284,657	14%
	<b>REVENUES TOTAL</b>	<b>5,427,799</b>	<b>4,835,134</b>	<b>5,647,804</b>	<b>812,670</b>	<b>17%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(531,433)	(384,813)	(386,593)	(1,780)	0%
511015	Overtime	(28,980)	(22,776)	(22,131)	645	-3%
511020	Temporary Employee Wages	0	0	(4,192)	(4,192)	0%
512005	Health & Dental Benefits	(138,950)	(104,836)	(104,190)	647	-1%
512008	Health Reimb Arrangement	(5,105)	(4,136)	(4,986)	(850)	21%
512010	Retirement	(107,302)	(77,900)	(76,588)	1,312	-2%
512015	FICA	(42,871)	(31,046)	(31,402)	(356)	1%
512020	Workers Comp	(19,502)	(19,502)	(19,502)	0	0%
512025	Other Benefits	(3,241)	(2,296)	(3,192)	(896)	39%
512030	Other Payroll Taxes	(4,163)	(3,070)	(3,009)	62	-2%
520110	Operating Supplies	(78,000)	(53,425)	(43,710)	9,714	-18%
520120	Organization Business Expense	(350)	(83)	(10)	73	-88%
520130	Personnel Uniforms & Equipment	(4,500)	(4,291)	(3,503)	787	-18%
520150	Utilities	(71,400)	(52,951)	(56,398)	(3,447)	7%
520190	Computer Software	(3,800)	(2,538)	(1,883)	654	-26%
520220	Small Equipment	(18,212)	(10,192)	(7,380)	2,812	-28%
520240	Construction Supplies	(135,500)	(126,220)	(137,413)	(11,193)	9%
520250	JWC Water Purchases	(230,000)	(134,061)	(127,285)	6,776	-5%
520503	Printing	(2,500)	(328)	(615)	(287)	87%
520506	Postage	(1,000)	(757)	(584)	173	-23%
520509	Telephone	(6,197)	(4,337)	(3,836)	501	-12%
520521	Public Information	(250)	(97)	(81)	16	-16%
520524	Publications	(1,356)	(232)	(296)	(64)	28%
520530	Memberships	(1,475)	(1,158)	(1,372)	(214)	19%
520548	Watershed Management	(40,000)	(40,000)	(45,274)	(5,274)	13%
520550	Watershed Maintenance	(7,500)	(7,500)	(10,679)	(3,179)	42%
520551	Timber Harvesting	(300,000)	(295,284)	(493,960)	(198,677)	67%
520557	Intergovernmental Services	(63,075)	(48,451)	(34,254)	14,197	-29%
520578	Insurance & Bonds	(23,213)	(23,213)	(23,213)	0	0%
521003	Training/Conferences	(6,275)	(3,641)	(1,617)	2,024	-56%
521113	Attorney Services	(7,500)	(5,625)	0	5,625	0%
521150	Professional Services	(62,000)	(46,696)	(24,757)	21,939	-47%
521168	Misc Medical Services	0	0	(721)	(721)	0%
521172	Bank Service Fees	(8,400)	(6,300)	(8,515)	(2,215)	35%
522003	Equipment Maint & Oper Supplies	(13,500)	(6,084)	(4,487)	1,597	-26%
522012	Fuel/Oil	0	0	(223)	(223)	0%

## 630 - Water Fund

## Department #53 - Water

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
522021	Equipment Fund Charges	(132,552)	(99,414)	(99,414)	0	0%
522022	Information Systems Fund Charge	(10,868)	(10,868)	(10,868)	0	0%
522023	General Fund Admin Services	(677,002)	(677,002)	(677,002)	0	0%
522303	Custodial	(1,000)	(750)	(792)	(42)	6%
522306	Rents & Leases	(3,900)	(3,900)	(2,112)	1,789	-46%
522312	Facility Maintenance Supplies	(6,900)	(5,043)	(8,105)	(3,063)	61%
522315	Facility Mnt/Repairs	(13,500)	(11,401)	(30,393)	(18,993)	167%
550181	Major Tools & Work Equipment	(16,000)	(16,000)	(7,605)	8,395	-52%
550600	Water Projects	0	0	(536)	(536)	0%
550660	Joint - Capital Equipment	(15,444)	(11,583)	0	11,583	0%
550663	JWC - Other Projects	(185,038)	(72,835)	(21,619)	51,217	-70%
550666	Water Line Extension	(100,000)	(75,000)	0	75,000	0%
550669	Water Treatment Plant Equip	(10,000)	(7,500)	(40,831)	(33,331)	444%
550672	Watershed Capital	(20,000)	(15,000)	(34,664)	(19,664)	131%
550760	Construction Projects	(15,000)	(11,250)	0	11,250	0%
562010	Principal - 2003 FFC Bonds	(255,000)	(255,000)	(255,000)	0	0%
562030	Principal - Scoggins Reservoir	(30,804)	(30,804)	(30,805)	(1)	0%
562045	Interest - 2003 FFC Bonds	(156,700)	(156,700)	(156,700)	0	0%
562070	Interest - Scoggins Reservoir	(41,993)	(41,993)	(41,992)	1	0%
570127	Transfer to Other Funds	(42,000)	(37,606)	(35,225)	2,381	-6%
570130	In-Lieu of Tax	(128,104)	(128,104)	(128,104)	0	0%
580203	JWC - Contingency	(333,250)	0	0	0	0%
580206	Contingency	(200,000)	0	0	0	0%
580212	Debt Service Contingency	(415,000)	0	0	0	0%
590304	Unapp Fund Balance	(650,194)	0	0	0	0%
<b>EXPENDITURES TOTAL</b>		<b>(5,427,799)</b>	<b>(3,191,591)</b>	<b>(3,269,622)</b>	<b>(78,031)</b>	<b>2%</b>
<b>Department Net Totals</b>		<b>0</b>	<b>1,643,542</b>	<b>2,378,182</b>		

632 - Water SDC Fund

Department #53 - Water

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
451005	System Development Charge	200,000	152,756	271,631	118,875	78%
470031	Principal - J Lieb Water SDC	0	0	7,837	7,837	0%
470032	Interest - J Lieb Water SDC	0	0	861	861	0%
470105	Interest	7,680	3,625	7,284	3,658	101%
495005	Fund Bal Avail. for Approp.	1,535,997	1,535,997	1,581,919	45,922	3%
<b>REVENUES TOTAL</b>		<b>1,743,677</b>	<b>1,692,378</b>	<b>1,869,532</b>	<b>177,154</b>	<b>10%</b>
<b>EXPENDITURES</b>						
521150	Professional Services	0	0	(2,294)	(2,294)	0%
550760	Construction Projects	(223,000)	(167,250)	0	167,250	0%
580206	Contingency	(75,000)	(56,250)	0	56,250	0%
590304	Unapp Fund Balance	(1,445,677)	(1,084,258)	0	1,084,258	0%
<b>EXPENDITURES TOTAL</b>		<b>(1,743,677)</b>	<b>(1,307,758)</b>	<b>(2,294)</b>	<b>1,305,464</b>	<b>-100%</b>
<b>Department Net Totals</b>		<b>0</b>	<b>384,621</b>	<b>1,867,238</b>		

640 - Surface Water Management Fund  
 Department #55 - Surf Water Mgmt

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Budget
<b>REVENUES</b>						
440101	Surface Water Management Fees	846,600	634,355	639,272	4,917	1%
450057	Other	0	0	1,805	1,805	0%
470105	Interest	1,505	746	492	(254)	-34%
495005	Fund Bal Avail. for Approp.	300,822	300,822	330,463	29,641	10%
	<b>REVENUES TOTAL</b>	<b>1,148,927</b>	<b>935,923</b>	<b>972,031</b>	<b>36,108</b>	<b>4%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(203,414)	(160,555)	(152,224)	8,331	-5%
511015	Overtime	0	0	(764)	(764)	0%
511020	Temporary Employee Wages	0	0	(2,468)	(2,468)	0%
512005	Health & Dental Benefits	(57,102)	(42,931)	(43,732)	(801)	2%
512008	Health Reimb Arrangement	(1,899)	(1,474)	(1,787)	(313)	21%
512010	Retirement	(41,111)	(32,496)	(29,267)	3,229	-10%
512015	FICA	(15,561)	(12,227)	(11,810)	417	-3%
512020	Workers Comp	(7,168)	(7,168)	(7,168)	0	0%
512025	Other Benefits	(915)	(652)	(1,061)	(409)	63%
512030	Other Payroll Taxes	(1,513)	(1,110)	(1,111)	(1)	0%
520110	Operating Supplies	(1,500)	(519)	(808)	(289)	56%
520120	Organization Business Expense	(50)	(38)	0	38	0%
520130	Personnel Uniforms & Equipment	(3,000)	(2,288)	(1,980)	308	-13%
520150	Utilities	(1,000)	(750)	(98)	652	-87%
520190	Computer Software	(3,300)	(3,300)	(2,203)	1,097	-33%
520220	Small Equipment	(2,700)	(2,293)	(1,617)	676	-29%
520240	Construction Supplies	(7,000)	(6,000)	(862)	5,138	-86%
520503	Printing	(1,500)	(1,470)	(1,440)	30	-2%
520506	Postage	(50)	(38)	0	38	0%
520509	Telephone	(630)	(394)	(77)	317	-80%
520521	Public Information	(250)	(250)	0	250	0%
520524	Publications	(300)	0	0	0	0%
520530	Memberships	(200)	(150)	(30)	120	-80%
520557	Intergovernmental Services	(186,694)	(128,515)	(126,729)	1,786	-1%
520578	Insurance & Bonds	(4,707)	(4,707)	(4,707)	0	0%
521003	Training/Conferences	(1,800)	(1,800)	0	1,800	0%
521150	Professional Services	(14,900)	(3,829)	(3,881)	(53)	1%
521168	Misc Medical Services	(150)	(58)	(537)	(479)	828%
521172	Bank Service Fees	(2,400)	(1,865)	(1,726)	139	-7%
522003	Equipment Maint & Oper Supplies	(1,300)	(1,002)	0	1,002	0%
522021	Equipment Fund Charges	(117,216)	(87,912)	(87,912)	0	0%
522022	Information Systems Fund Charge	(536)	(402)	(536)	(134)	33%
522023	General Fund Admin Services	(142,960)	(142,960)	(142,960)	0	0%
522306	Rents & Leases	(1,300)	(975)	(1,287)	(312)	32%
522309	Building/Facility Rental	(3,132)	(2,349)	(2,349)	0	0%
522312	Facility Maintenance Supplies	(1,500)	(725)	0	725	0%
550181	Major Tools & Work Equipment	(8,100)	(6,075)	(6,845)	(770)	13%
550800	SWM Projects	0	0	(536)	(536)	0%
550863	Storm Sewer Construction	(113,000)	(113,000)	(57,829)	55,171	-49%
570130	In-Lieu of Tax	(42,173)	(42,173)	(42,173)	0	0%
580206	Contingency	(40,000)	0	0	0	0%
590304	Unapp Fund Balance	(116,896)	0	0	0	0%
	<b>EXPENDITURES TOTAL</b>	<b>(1,148,927)</b>	<b>(814,447)</b>	<b>(740,516)</b>	<b>73,931</b>	<b>-9%</b>

640 - Surface Water Management Fund

Department #55 - Surf Water Mgmt

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31, 2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
	Department Net Totals	0	121,476	231,516		

642 - SWM SDC Fund

Department #55 - Surf Water Mgmt

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Allotment
<b>REVENUES</b>						
451006	SWM SDC Quality	11,250	9,054	0	(9,054)	0%
451007	SWM SDC Quantity	13,750	10,254	83,691	73,437	716%
470105	Interest	1,070	798	1,040	243	30%
495005	Fund Bal Avail. for Approp.	213,924	213,924	217,022	3,098	1%
	<b>REVENUES TOTAL</b>	<b>239,994</b>	<b>234,029</b>	<b>301,753</b>	<b>67,725</b>	<b>29%</b>
<b>EXPENDITURES</b>						
550860	Quantity System Improvements	(45,000)	(45,000)	0	45,000	0%
580207	SWM SDC Cont. Quality	(116,734)	(87,551)	0	87,551	0%
580208	SWM SDC Cont. Quantity	(78,260)	(58,695)	0	58,695	0%
	<b>EXPENDITURES TOTAL</b>	<b>(239,994)</b>	<b>(191,246)</b>	<b>0</b>	<b>191,246</b>	<b>0%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>42,783</b>	<b>301,753</b>		

710 - Information Systems Fund

Department #12 - Administration Services

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Allotment
<b>REVENUES</b>						
440225	Equipment Charges	197,455	197,455	197,455	0	0%
470105	Interest	1,850	835	2,743	1,909	229%
472005	Miscellaneous	0	0	1,159	1,159	0%
495005	Fund Bal Avail. for Approp.	620,548	620,548	620,317	(231)	0%
<b>REVENUES TOTAL</b>		<b>819,853</b>	<b>818,838</b>	<b>821,674</b>	<b>2,836</b>	<b>0%</b>
<b>EXPENDITURES</b>						
520110	Operating Supplies	(3,000)	(3,000)	(87)	2,913	-97%
520190	Computer Software	(8,895)	(514)	(15,129)	(14,615)	2,846%
520200	Computer Software Maintenance	(35,800)	(25,907)	(25,256)	651	-3%
520210	Computer Supplies	(17,000)	(11,751)	(6,961)	4,790	-41%
520220	Small Equipment	(161,136)	(77,520)	(65,143)	12,377	-16%
520506	Postage	0	0	(13)	(13)	0%
520557	Intergovernmental Services	(7,482)	(7,482)	(7,472)	10	0%
521003	Training/Conferences	(20,500)	(15,375)	0	15,375	0%
521150	Professional Services	(10,000)	(10,000)	(2,267)	7,733	-77%
522003	Equipment Maint & Oper Supplies	(8,475)	(8,475)	(8,028)	447	-5%
550051	Office Equipment & Furniture	(86,200)	(47,406)	(13,337)	34,069	-72%
550460	Accounting System	(60,117)	0	(2,625)	(2,625)	0%
590304	Unapp Fund Balance	(401,248)	0	0	0	0%
<b>EXPENDITURES TOTAL</b>		<b>(819,853)</b>	<b>(207,429)</b>	<b>(146,318)</b>	<b>61,111</b>	<b>-29%</b>
<b>Department Net Totals</b>		<b>0</b>	<b>611,408</b>	<b>675,356</b>		

720 - Equipment Fund

Department #56 - Equipment Rental & Repl

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
<b>REVENUES</b>						
440220	Equipment Rental	517,973	388,481	388,479	(2)	0%
440221	City Hall Vehicle Replacement	16,232	12,174	12,174	0	0%
440222	Parks Veh & Equipment Replacem	23,842	17,882	17,882	0	0%
440224	Public Works Veh & Equipment R	172,476	129,357	129,358	1	0%
440227	Light/Fire Maintenance	25,000	16,645	22,860	6,215	37%
440228	Sale of Gas & Oil	60,000	36,210	54,020	17,810	49%
445015	Sale of Equipment	10,000	7,500	8,797	1,297	17%
450057	Other	0	0	5,020	5,020	0%
470105	Interest	1,091	588	1,312	723	123%
481005	Transfer from Other Funds	111,197	88,685	88,685	0	0%
495005	Fund Bal Avail. for Approp.	218,253	218,253	(163,606)	(381,859)	-175%
495010	City Hall Veh Fund Bal Avail	0	0	55,800	55,800	0%
495011	Parks Veh Fund Bal Avail	0	0	68,468	68,468	0%
495012	Police Veh Fund Bal Avail	0	0	118,369	118,369	0%
495013	PW Veh Fund Bal Avail	0	0	179,646	179,646	0%
<b>REVENUES TOTAL</b>		<b>1,156,064</b>	<b>915,774</b>	<b>987,264</b>	<b>71,490</b>	<b>8%</b>
<b>EXPENDITURES</b>						
511005	Regular Employee Wages	(131,318)	(96,704)	(92,144)	4,560	-5%
511015	Overtime	(2,029)	(1,522)	(38)	1,484	-98%
512005	Health & Dental Benefits	(36,154)	(26,882)	(25,326)	1,556	-6%
512008	Health Reimb Arrangement	(1,310)	(1,007)	(891)	117	-12%
512010	Retirement	(26,596)	(19,596)	(14,288)	5,308	-27%
512015	FICA	(10,201)	(7,518)	(6,936)	581	-8%
512020	Workers Comp	(2,907)	(2,907)	(2,907)	0	0%
512025	Other Benefits	(690)	(489)	(797)	(308)	63%
512030	Other Payroll Taxes	(988)	(725)	(683)	42	-6%
520110	Operating Supplies	(1,000)	(675)	(1,345)	(669)	99%
520130	Personnel Uniforms & Equipment	(1,550)	(1,550)	(131)	1,419	-92%
520190	Computer Software	(5,445)	(4,430)	(3,902)	528	-12%
520220	Small Equipment	(2,500)	(1,107)	(2,146)	(1,039)	94%
520503	Printing	(1,000)	(750)	0	750	0%
520506	Postage	0	0	(25)	(25)	0%
520509	Telephone	(350)	(248)	(93)	155	-63%
520533	Recruiting Expenses	0	0	(409)	(409)	0%
520557	Intergovernmental Services	(950)	(950)	(215)	735	-77%
520578	Insurance & Bonds	(23,431)	(23,431)	(23,681)	(250)	1%
521003	Training/Conferences	(2,000)	(2,000)	(575)	1,425	-71%
521150	Professional Services	(1,400)	(559)	(1,461)	(902)	161%
521168	Misc Medical Services	0	0	(59)	(59)	0%
521172	Bank Service Fees	(250)	(187)	(127)	60	-32%
522003	Equipment Maint & Oper Supplies	(1,000)	(793)	(115)	677	-85%
522009	Vehicle Maint & Oper Supplies	(68,000)	(49,179)	(52,391)	(3,212)	7%
522010	Vehicle Maint External	(27,000)	(21,603)	(5,109)	16,494	-76%
522012	Fuel/Oil	(235,000)	(154,614)	(164,700)	(10,085)	7%
522022	Information Systems Fund Charge	(3,285)	(2,464)	(3,285)	(821)	33%
522306	Rents & Leases	(200)	0	0	0	0%
522309	Building/Facility Rental	(23,400)	(17,550)	(17,550)	0	0%
550181	Major Tools & Work Equipment	(10,000)	(7,500)	(9,739)	(2,239)	30%
551263	Parks Veh & Equipmnt Replaceme	(23,500)	(17,625)	(5,900)	11,725	-67%
551264	Police Veh & Equipmnt Replacem	(156,000)	(34,146)	(143,836)	(109,690)	321%

720 - Equipment Fund

Department #56 - Equipment Rental & Repl

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
551265	Public Works Veh & Equipmnt Re	(113,000)	(113,000)	(24,092)	88,908	-79%
580206	Contingency	(50,000)	0	0	0	0%
590304	Unapp Fund Balance	(193,610)	0	0	0	0%
<b>EXPENDITURES TOTAL</b>		<b>(1,156,064)</b>	<b>(611,709)</b>	<b>(604,892)</b>	<b>6,817</b>	<b>-1%</b>
<b>Department Net Totals</b>		<b>0</b>	<b>304,065</b>	<b>382,372</b>		

730 - City Utility Fund

Department #12 - Administration Services

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance from Q Budget
<b>REVENUES</b>						
481005	Transfer from Other Funds	121,000	94,531	99,472	4,941	5%
481010	Transfer from Water Fund	42,000	37,606	35,225	(2,381)	-6%
	<b>REVENUES TOTAL</b>	<b>163,000</b>	<b>132,137</b>	<b>134,697</b>	<b>2,560</b>	<b>2%</b>
<b>EXPENDITURES</b>						
520151	City Hall Utilities	(24,500)	(19,472)	(18,584)	888	-5%
520152	Library Utilities	(30,000)	(23,076)	(25,459)	(2,383)	10%
520153	Aquatics Utilities	(36,000)	(28,996)	(26,917)	2,079	-7%
520154	Parks Utilities	(39,000)	(34,006)	(37,296)	(3,290)	10%
520155	Police Utilities	(18,500)	(14,257)	(14,151)	106	-1%
520156	Fire Utilities	(12,000)	(9,515)	(10,401)	(886)	9%
520157	Engineering Building Utilities	(3,000)	(2,304)	(1,888)	416	-18%
	<b>EXPENDITURES TOTAL</b>	<b>(163,000)</b>	<b>(131,626)</b>	<b>(134,697)</b>	<b>(3,071)</b>	<b>2%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>511</b>	<b>0</b>		

740 - Risk Management Fund

Department #12 - Administration Services

YTD Thru Month Ending: March, 2012

Third Quarter; Through March 31,

2012

G/L Account #	Account Name	Annual Budget	Quarterly Allotment	YTD Activity	Q Variance	% Variance From Q Budget
<b>REVENUES</b>						
444126	P/L Insurance - General Fund	74,735	74,735	74,735	0	0%
444127	P/L Insurance - Other Funds	96,908	96,908	94,781	(2,127)	-2%
444128	WC Insurance - General Fund	109,853	109,853	108,915	(938)	-1%
444129	WC Insurance - Other Funds	74,260	74,260	79,210	4,950	7%
470105	Interest	1,500	891	1,872	981	110%
472005	Miscellaneous	0	0	11,771	11,771	0%
495005	Fund Bal Avail. for Approp.	506,880	506,880	527,856	20,976	4%
	<b>REVENUES TOTAL</b>	<b>864,136</b>	<b>863,527</b>	<b>899,140</b>	<b>35,613</b>	<b>4%</b>
<b>EXPENDITURES</b>						
520585	Property/Liability Premiums	(119,768)	(119,768)	(127,924)	(8,156)	7%
520586	P/L Claims - General Fund	(10,000)	(7,500)	0	7,500	0%
520589	Risk Management Activities	(35,986)	(26,990)	(1,740)	25,250	-94%
520590	Worker's Compensation Premium	(52,724)	(52,724)	(199,926)	(147,202)	279%
520591	WC Claims - General Fund	(201,705)	(92,198)	(50,511)	41,688	-45%
570127	Transfer to Other Funds	(43,070)	(43,070)	(43,070)	0	0%
580206	Contingency	(50,000)	(37,500)	0	37,500	0%
590303	Reserved Fund Balance	(350,883)	(263,162)	0	263,162	0%
	<b>EXPENDITURES TOTAL</b>	<b>(864,136)</b>	<b>(642,912)</b>	<b>(423,170)</b>	<b>219,742</b>	<b>-34%</b>
	<b>Department Net Totals</b>	<b>0</b>	<b>220,615</b>	<b>475,970</b>		

**STAFF REPORT AND RESOLUTION ADOPTING  
CITY OF FOREST GROVE SUGGESTED STREET TREE PLANTING LIST**

**PROJECT TEAM:**

Daniel Riordan, Senior Planner  
Jon Holan, Community Development Director  
Michael Sykes, City Manager

**ISSUE STATEMENT:**

City Council adoption of a list of suggested tree varieties for use as street trees.

**BACKGROUND:**

The Forest Grove Development Code (10.5.120 et. seq.) establishes standards and requirements for street trees required as part of development approval. Street trees are defined in the Development Code as any woody perennial plant permitted by the City to be planted in the public right-of-way. Typically this is a nursery stock tree 1 ¾ inch or larger.

Property owners often ask staff about trees varieties considered suitable for use as street trees. To respond to these requests, staff prepared a list of suggested tree varieties suitable for planting as street trees (Attachment A). The list has been in existence for a number of years but has never been adopted as formal City policy. Adoption of the suggested street tree list by City Council will elevate the significance of the list beyond a statement of staff preferences.

The Community Forestry Commission (CFC), including a certified arborist and nursery professional, took the lead on revising the suggested street tree list. In general, recommended changes to the list included expanding the number of small trees from 12 to 15; classifying cherry trees as medium rather than small trees; adding additional varieties to the small tree list; consolidating the number of maple varieties into one broad category; and adding several new varieties to the list (Attachment B). It is important to note that the revised tree list is not intended to be a complete and definitive listing of all tree varieties suitable for use as street trees. Rather, the list provides examples of tree species generally available locally and planted in the past. Other trees may be used as street trees with City review.

The CFC unanimously approved a motion to accept the revised list on March 21, 2012. Notice of the City Council public hearing was published in the Forest Grove News Times on Wednesday, May 23, 2012 (Attachment C).

**STAFF RECOMMENDATION:** Staff recommends that City Council approve the attached resolution adopting the City of Forest Grove Suggested Street Tree List prepared by the Forest Grove Community Forestry Commission.

**CITY OF FOREST GROVE STREET TREE PLANTING LIST**  
SIX FOOT BRANCH HEIGHT AND TWO-INCH CALIPER REQUIRED

**SMALL TREES**  
SUITABLE UNDER UTILITY LINES

LATIN NAME	COMMON NAME	MATURE HEIGHT & SPREAD	ATTRIBUTES
<i>Cercis canadensis</i>	Eastern Redbud	25 feet 30 feet	Rosy-pink flowers in spring
<i>Cladrastis kentuckea</i>	Yellowwood	30 feet 40 feet	White flowers; yellow fall color
<i>Cornus kousa x nuttalli</i>	Starlight Dogwood	30 feet 20 feet	White flowers; red fall color
<i>Cotinus obovatus</i>	American Smoketree	25 feet 20 feet	Fuzzy plume-like flowers
<i>Crataegus x lavalleyi</i>	Lavalle Hawthorn	25 feet 20 feet	White flowers, red fall color
<i>Crataegus phaenopyrum</i>	Washington Hawthorn	30 feet 20 feet	Excellent orange-red fall color
<i>Magnolia "Galaxy"</i>	Galaxy Magnolia	30 feet 15 feet	Reddish-purple flowers
<i>Prunus sargentii</i>	Sargent Cherry	30 feet 30 feet	Pink flowers; hardy
<i>Prunus serrulata</i>	Kwanzan Cherry	30 feet 20 feet	Pink flowers, hardy
<i>Stewartia pseudocamellia</i>	Japanese Stewartia	30 feet 20 feet	White flowers Orange, red, purple fall color
<i>Styrax japonicus</i>	Japanese Snowbell	25 feet 20 feet	White flowers, strong fragrance
<i>Zelkova serrata</i>	Wireless Zelkova	25 feet 35 feet	Red fall color

**MEDIUM TREES**

<i>Acer platanoides</i> "Columnarbrood"	Parkway Maple	40 feet 25 feet	Yellow fall color
<i>Acer p. "columnare"</i>	Columnar Norway Maple	40 feet 15 feet	Yellow fall color
<i>Acer p. "Crimson King"</i>	Crimson King Maple	40 feet 35 feet	Deep purple leaves Maroon fall color
<i>Acer rubrum</i> "Bowhall"	Bowhall Maple	40 feet 15 feet	Narrow and upright Yellow-orange fall color
<i>Acer r. "Autumn Flame"</i>	Autumn Flame Maple	35 feet 35 feet	Bright red fall color
<i>Acer campestre</i>	English Hedge Maple	35 feet 30 feet	Yellow fall color
<i>Betula jacquemontii</i>	Jacquemontii Birch	40 feet 30 feet	Yellow fall color
<i>Carpinus betulus</i> "fastigiata"	European Hornbeam	40 feet 25 feet	Yellow fall color
<i>Celtis occidentalis</i>	Common Hackberry	45 feet 35 feet	Yellow fall color
<i>Cercidiphyllum japonicum</i>	Katsura Tree	40 feet 40 feet	Yellow/orange fall color
<i>Franinus oxycarpa</i>	Raywood Ash	35 feet 30 feet	Reddish-purple fall color
<i>Gleditsia tricanthos</i> "Impcole"	Imperial Honey Locust	35 feet 35 feet	Fine textured, yellow fall color
<i>Koelreuteria paniculata</i>	Goldenrain Tree	35 feet 30 feet	Yellow flowers
<i>Nyssa sylvatica</i>	Black Tupelo	35 feet 20 feet	Scarlet fall color
<i>Ostrya virginiana</i>	American Hophornbeam	40 feet 25 feet	Yellow fall color
<i>Pyrus calleryana</i>	Redspire Pear	35 feet 25 feet	White flowers
<i>Tilia cordata</i>	Greenspire Linden	40 feet 30 feet	Yellow fall color
<i>Zelkova serrata</i> "Village Green"	Village Green Zelkova	40 feet 40 feet	Dense dark green foliage

H:\TREE PROJECTS\STREET TREES\STREET TREE PLANTING TABLE.doc

**CITY OF FOREST GROVE STREET TREE PLANTING LIST**  
**SIX FOOT BRANCH HEIGHT AND TWO-INCH CALIPER REQUIRED**

**LARGE TREES**

<b>LATIN NAME</b>	<b>COMMON NAME</b>	<b>MATURE HEIGHT &amp; SPREAD</b>	<b>ATTRIBUTES</b>
Acer rubrum	Autumn Blaze Maple	50 feet 40 feet	Orange-red fall color
Acer saccharum	Bonfire Maple	50 feet 40 feet	Bright orange-to-red fall color
Carpinus caroliniana "parimidalis"	American Hornbeam	50 feet 25 feet	Orange-to-red fall color
Catalpa speciosa	Northern Catalpa	50 feet 35 feet	White flowers. Yellow fall color
Fraxinus americana	Autumn Purple Ash	45 feet 40 feet	Reddish purple fall color
Fraxinus pennsylvanica	Marshall Ash	50 feet 40 feet	Bright yellow fall color
Ginkgo biloba (male)	Autumn Gold Ginkgo	45 feet 35 feet	Yellow leaves in fall
Gleditsia tricanthos	Skyline Honey Locust	45 feet 35 feet	Fine-textured leaves Golden fall color
Platanus acerifolia	London Planetree	60 feet 40 feet	Large maple-like leaves Tall, straight trunk
Quercus coccinea	Scarlet Oak	50 feet 40 feet	Red fall color
Quercus rubra	Red Oak	80 feet 45 feet	Red fall color
Robinia pseudoacacia "Purple Robe"	Purple Robe Locust	50 feet 30 feet	Dark purple flowers Yellowish fall color
Sophora japonica "Regent"	Regent Japanese Pagoda Tree	50 feet 45 feet	Fragrant white bloom
Ulmus japonica	Accolade Elm	70 feet 60 feet	Yellow fall color
Ulmus "Frontier"	Frontier Elm	60 feet 30 feet	Burgundy fall color
Zelkova serrata "Green Vase"	Green Vase Zelkova	50 feet 30 feet	Fine-textured leaves Arching branches

**CALL BEFORE YOU DIG!**  
**OREGON UTILITY NOTIFICATION CENTER**  
**1-800-332-2344**

# CITY OF FOREST GROVE SUGGESTED STREET TREE PLANTING LIST

*SIX FOOT BRANCH HEIGHT AND TWO-INCH CALIPER REQUIRED*

## SMALL TREES

Generally Suitable For Planting Under Utility Lines

Latin Name	Common Name	Height	Spread	Attributes
<i>Carpinus japonicus</i>	Japanese Hornbeam	20	25	hop-like flowers, small spreading form, bronze fall color
<i>Cercis canadensis</i> (varieties)	Eastern Redbud (varieties)	25	30	rosy-pink flowers in early spring, yellow fall color
<i>Cladrastis kentukea</i>	Yellowwood	30	40	chains of white flowers, fragrant, bright yellow fall color
<i>Cornus florida</i> (varieties)	Florida Dogwood (varieties)	25	25	mid spring flowers, red fall color
<i>Cornus kousa</i> (varieties)	Korean Dogwood (varieties)	20	20	late spring flowers, disease resistant foliage
<i>Cornus X Starlight</i> or Venus	Pacific Dogwood hybrids	30	20	large white flowers, open form, disease resistant
<i>Fagus sylvatica</i> (columnar forms)	Dawyck Beech	40	15	tight upright form, glossy foliage, varieties incl. gold, purple, & green
<i>Halesia tetraptera</i> (varieties)	Silverbell	30	20	bell-shaped flowers, white and pink varieties, stays fairly small
<i>Liquidambar styraciflua</i> 'Emerald Sentinel'	Emerald Sentinel Sweetgum	30	12	dwarf Sweetgum, more resistant to breakage, yellow-orange fall color
<i>Maackia amurensis</i>	Amur Maackia	25	20	upright vase-shape, fine-textured grey-green foliage
<i>Oxydendrum arboreum</i>	Sourwood Tree	20	15	unique American native, strings of white flowers, excellent fall colors
<i>Stewartia pseudocamellia</i>	Japanese Stewartia	30	20	camellia-like flowers summer, exfoliating bark, mottled fall color
<i>Styrax japonicus</i>	Japanese Snowbell	25	20	white bell-shaped flowers early summer, yellow fall color
<i>Quercus</i> (Columnar varieties)	Columnar Oaks	35	15	upright columnar form, green foliage, fall color varies by variety
<i>Zelkova serrata</i>	City Sprite Zelkova	24	18	clean green foliage, tight upright form, yellow fall color

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OR  
1-800-332-2344**

**Attachment B**

## MEDIUM TREES

Latin Name	Common Name	Height	Spread	Attributes
<i>Acer campestre</i> (varieties)	Hedge Maples	35	30	small dark-green leaves, yellow fall color, tolerates poor soil
<i>Acer truncatum</i> (varieties)	Norwegian Sunset	35	25	dark green foliage, yellow-orange to red fall color, tolerates wet
<i>Cercidiphyllum japonicum</i>	Katsura Tree	40	40	bluish-green heart-shaped foliage, apricot orange in fall
<i>Fraxinus ornus</i>	Flowering Ash	35	25	creamy-white panicle flowers late spring, smaller than other varieties
<i>Fraxinus pennsylvanica</i>	Prairie Spire	45	20	a smaller, narrower form of green ash, seedless, adaptable to all soils
<i>Ginkgo biloba</i> (male clones)	Maidenhair Tree	50	40	light green foliage, filtered light, yellow fall color
<i>Magnolia X Galaxy</i>	Galaxy Magnolia	30	15	Reddish-Purple flowers in early spring, upright form
<i>Nyssa sylvatica</i> (varieties)	Black Tupelo	35	20	dark glossy green foliage, bright red fall color, tolerates wet conditions
<i>Parrotia persica</i>	Vanessa or Ruby Vase	30	15	vase shaped form, excellent assortment of yellow, orange, reds in fall
<i>Prunus sargentii</i>	Sargent Cherry	30	30	clusters of pink flowers in early spring, orange-red fall color
<i>Prunus serrulata</i>	Kwanzan Cherry	30	20	rosy-pink flowers in early spring, orange-red fall color
<i>Zelkova serrata</i>	Wireless Zelkova	25	35	clean green foliage, wide spreading form, excellent red fall color

## LARGE TREES

Latin Name	Common Name	Height	Spread	Attributes
<i>Acer platanoides</i> (varieties)	Norway Maples	40	35	various foliage colors to pick from, fall color yellows to brown
<i>Acer rubrum</i> (varieties)	Red Maple	40	35	green foliage turns orange-red in fall, tolerates wet conditions
<i>Carpinus betulus</i> 'Fastigiata'	Columnar European Hornbeam	40	30	resistant to summer heat from tarmac, adaptable, yellow fall color
<i>Fagus sylvatica</i> (large forms)	Fernleaf, Purple, Tricolor Beech	45	30	various foliage colors to pick from, fall color yellows to brown
<i>Fraxinus pennsylvanica</i> (varieties)	Green Ash	50	30	dark green foliage, brick-red fall color, seedless, fast-growing
<i>Gymnocladus dioicus</i>	Kentucky Coffee Tree	50	40	unique stately form, bluish-green foliage turns yellow in fall, seedless
<i>Gleditsia triacanthos</i> (varieties)	Honey Locust	45	35	fine textured leaves, filtered shade, needs full sun, yellow fall color
<i>Liriodendron tulipifera</i>	Tulip Tree	60	30	large green leaves, glowing yellow in fall, fast-growing
<i>Quercus</i> (traditional forms)	Oaks	80	60	Red Oak, Scarlet Oak, Oregon Oak, Sawtooth Oak, Shingle Oak, etc
<i>Robinia pseudoacacia</i>	Purple Robe Locust or Frisia Locust	50	30	varieties from green to yellow foliage; white to purple flowers
<i>Ulmus americana</i>	American Elms	80	60	many Dutch-Elm-Disease-resistant varieties available; fast-growing
<i>Ulmus</i> (hybrids)	Hybrid Elms	60	40	many sizes/shapes to pick from; smaller leaves than A. Elm
<i>Zelkova serrata</i>	Village Green Zelkova	40	40	fine textured appearance, clean foliage, orange-red fall color



May 15, 2012

NewsTimes

Legal Ads/Public Notice:

To be published: Wednesday, May 23, 2012

**NOTICE OF PUBLIC HEARING  
PROPOSED RESOLUTION ADOPTING SUGGESTED  
STREET TREE LIST  
FOR THE CITY OF FOREST GROVE**

**NOTICE IS HEREBY GIVEN** that the Forest Grove City Council will holding a Public Hearing **Tuesday, May 29, 2012, at 7:00 p.m. or thereafter**, in the Community Auditorium, 1915 Main Street, Forest Grove, to consider enacting a resolution that would adopt the Community Forestry Commission's suggested Street Tree List for the City of Forest Grove. If enacted by City Council, the proposed resolution would take effect immediately.

This hearing is open to the public and interested parties are encouraged to attend. A copy of the report and list of suggested street trees are available for inspection before the hearing at the City Recorder's Office or by visiting the City's website at [www.forest-grove-or.gov](http://www.forest-grove-or.gov). Written comments or testimony may be submitted at the hearing or sent 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 information about the proposal, please contact Dan Riordan, Senior Planner, 503.992.3226, or via e-mail [driordan@forestgrove-or.gov](mailto:driordan@forestgrove-or.gov).

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

**To be published Wednesday, May 23, 2012**

**Attachment C**



**RESOLUTION NO. 2012-31**

**RESOLUTION ADOPTING THE CITY OF FOREST GROVE  
SUGGESTED STREET TREE PLANTING LIST**

**WHEREAS**, the City of Forest Grove Community Forestry Commission advises City Council on policy matters pertaining to tree planting and tree preservation in the City; and

**WHEREAS**, the Community Forestry Commission desires to make information available to property owners about tree planting practices including the selection of trees for planting near streets and sidewalks; and

**WHEREAS**, the Community Forestry Commission compiled a list of tree varieties that are generally suitable and available for planting along street rights-of-way; and

**WHEREAS**, City staff has reviewed and endorses the list as being an acceptable list of tree varieties suitable for planting as street trees; and

**WHEREAS**, the Community Forestry Commission requests adoption of the suggested street tree planting list by City Council as a policy statement of the City of Forest Grove; and

**WHEREAS**, a duly-noticed Public Hearing was held on May 29, 2012.

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

**Section 1.** The City Council hereby accepts and adopts the City of Forest Grove Suggested Street Tree Planting List (Exhibit A).

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

**PRESENTED AND PASSED** this 29<sup>th</sup> day of May, 2012.

\_\_\_\_\_  
Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 29<sup>th</sup> day of May, 2012.

\_\_\_\_\_  
Peter B. Truax, Mayor

# CITY OF FOREST GROVE SUGGESTED STREET TREE PLANTING LIST

*SIX FOOT BRANCH HEIGHT AND TWO-INCH CALIPER REQUIRED*

## SMALL TREES

Generally Suitable For Planting Under Utility Lines

Latin Name	Common Name	Height	Spread	Attributes
<i>Carpinus japonicus</i>	Japanese Hornbeam	20	25	hop-like flowers, small spreading form, bronze fall color
<i>Cercis canadensis</i> (varieties)	Eastern Redbud (varieties)	25	30	rosy-pink flowers in early spring, yellow fall color
<i>Cladrastis kentukea</i>	Yellowwood	30	40	chains of white flowers, fragrant, bright yellow fall color
<i>Cornus florida</i> (varieties)	Florida Dogwood (varieties)	25	25	mid spring flowers, red fall color
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<i>Cornus</i> X Starlight or Venus	Pacific Dogwood hybrids	30	20	large white flowers, open form, disease resistant
<i>Fagus sylvatica</i> (columnar forms)	Dawyck Beech	40	15	tight upright form, glossy foliage, varieties incl. gold, purple, & green
<i>Halesia tetraptera</i> (varieties)	Silverbell	30	20	bell-shaped flowers, white and pink varieties, stays fairly small
<i>Liquidambar styraciflua</i> 'Emerald Sentinel'	Emerald Sentinel Sweetgum	30	12	dwarf Sweetgum, more resistant to breakage, yellow-orange fall color
<i>Maackia amurensis</i>	Amur Maackia	25	20	upright vase-shape, fine-textured grey-green foliage
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<i>Styrax japonicus</i>	Japanese Snowbell	25	20	white bell-shaped flowers early summer, yellow fall color
<i>Quercus</i> (Columnar varieties)	Columnar Oaks	35	15	upright columnar form, green foliage, fall color varies by variety
<i>Zelkova serrata</i>	City Sprite Zelkova	24	18	clean green foliage, tight upright form, yellow fall color

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DIAL 811  
OR  
1-800-332-2344**

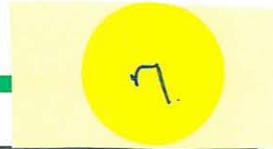
**Exhibit A**

## MEDIUM TREES

Latin Name	Common Name	Height	Spread	Attributes
<i>Acer campestre</i> (varieties)	Hedge Maples	35	30	small dark-green leaves, yellow fall color, tolerates poor soil
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<i>Fraxinus ornus</i>	Flowering Ash	35	25	creamy-white panicle flowers late spring, smaller than other varieties
<i>Fraxinus pennsylvanica</i>	Prairie Spire	45	20	a smaller, narrower form of green ash, seedless, adaptable to all soils
<i>Ginkgo biloba</i> (male clones)	Maidenhair Tree	50	40	light green foliage, filtered light, yellow fall color
<i>Magnolia X Galaxy</i>	Galaxy Magnolia	30	15	Reddish-Purple flowers in early spring, upright form
<i>Nyssa sylvatica</i> (varieties)	Black Tupelo	35	20	dark glossy green foliage, bright red fall color, tolerates wet conditions
<i>Parrotia persica</i>	Vanessa or Ruby Vase	30	15	vase shaped form, excellent assortment of yellow, orange, reds in fall
<i>Prunus sargentii</i>	Sargent Cherry	30	30	clusters of pink flowers in early spring, orange-red fall color
<i>Prunus serrulata</i>	Kwanzan Cherry	30	20	rosy-pink flowers in early spring, orange-red fall color
<i>Zelkova serrata</i>	Wireless Zelkova	25	35	clean green foliage, wide spreading form, excellent red fall color

## LARGE TREES

Latin Name	Common Name	Height	Spread	Attributes
<i>Acer platanoides</i> (varieties)	Norway Maples	40	35	various foliage colors to pick from, fall color yellows to brown
<i>Acer rubrum</i> (varieties)	Red Maple	40	35	green foliage turns orange-red in fall, tolerates wet conditions
<i>Carpinus betulus</i> 'Fastigiata'	Columnar European Hornbeam	40	30	resistant to summer heat from tarmac, adaptable, yellow fall color
<i>Fagus sylvatica</i> (large forms)	Fernleaf, Purple, Tricolor Beech	45	30	various foliage colors to pick from, fall color yellows to brown
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<i>Gymnocladus dioicus</i>	Kentucky Coffee Tree	50	40	unique stately form, bluish-green foliage turns yellow in fall, seedless
<i>Gleditsia triacanthos</i> (varieties)	Honey Locust	45	35	fine textured leaves, filtered shade, needs full sun, yellow fall color
<i>Liriodendron tulipifera</i>	Tulip Tree	60	30	large green leaves, glowing yellow in fall, fast-growing
<i>Quercus</i> (traditional forms)	Oaks	80	60	Red Oak, Scarlet Oak, Oregon Oak, Sawtooth Oak, Shingle Oak, etc
<i>Robinia pseudoacacia</i>	Purple Robe Locust or Frisia Locust	50	30	varieties from green to yellow foliage; white to purple flowers
<i>Ulmus americana</i>	American Elms	80	60	many Dutch-Elm-Disease-resistant varieties available; fast-growing
<i>Ulmus</i> (hybrids)	Hybrid Elms	60	40	many sizes/shapes to pick from; smaller leaves than A. Elm
<i>Zelkova serrata</i>	Village Green Zelkova	40	40	fine textured appearance, clean foliage, orange-red fall color



## MEMORANDUM

**TO:** CITY COUNCIL

**FROM:** Paul Downey, Administrative Services Director  
Beverly Maughan, Executive Assistant to the City Manager  
Michael J. Sykes, City Manager

**DATE:** May 29, 2012

**SUBJECT:** Public Hearing on Community Enhancement Projects

---

**BACKGROUND:** The City Council met on May 14, 2012, to recommend funding amounts for the various projects for the CEP projects to be funded in FY 2012-13. Based on the results of that discussion, a resolution designating the projects and their respective funding amounts has been prepared and is attached to this memorandum.

**FISCAL IMPACT:** The Council's past practice has been to use the funds estimated to be received from Metro and up to 25% of the CEP Fund's reserves to fund projects in the coming fiscal year. For FY 2012-13, the Council is proposing to use that formula which amounts to \$57,000 in funds available for distribution.

As a requirement of the City's contract with Metro to receive Community Enhancement money, the City is required to hold a public hearing on designated projects. That public hearing will be held on May 29, 2012, during the regular council meeting. As required, the City has notified Metro that the public hearing will be held at that time.

**STAFF RECOMMENDATION:** Staff recommends City Council approve the attached resolution designating the CEP Projects (Exhibit A) for Fiscal Year 2012-13.



**May 15, 2012**

**NewsTimes**

**Legal Ads/Public Notice:**

**To be published: Wednesday, May 23, 2012**

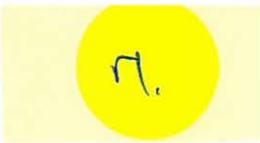
**NOTICE OF PUBLIC HEARING  
PROPOSED RESOLUTION DESIGNATING COMMUNITY  
ENHANCEMENT PROJECTS FOR FISCAL YEAR 2012-13  
FOR THE CITY OF FOREST GROVE**

**NOTICE IS HEREBY GIVEN** that the Forest Grove City Council will holding a Public Hearing **Tuesday, May 29, 2012, at 7:00 p.m. or thereafter**, in the Community Auditorium, 1915 Main Street, Forest Grove, to consider adopting a resolution allocating grant funds and designating the Community Enhancement Projects for Fiscal Year 2012-13.

This hearing is open to the public and interested parties are encouraged to attend. A copy of the report and proposed resolution are available for inspection before the hearing at the City Recorder's Office or by visiting the City's website at [www.forestgrove-or.gov](http://www.forestgrove-or.gov). Written comments or testimony may be submitted at the hearing or sent 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 contact Anna Ruggles, City Recorder, at 503.992.3235, or via e-mail [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov).

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

**To be published Wednesday, May 23, 2012**



**RESOLUTION NO. 2012-32**

**RESOLUTION DESIGNATING COMMUNITY ENHANCEMENT  
PROJECTS FOR FISCAL YEAR 2012-13**

**WHEREAS**, the City has an agreement with Metro to receive \$.50 per ton for mixed waste handled at the transfer station for the purpose of mitigating impacts of the transfer station; and

**WHEREAS**, the City and Metro have established overall criteria for projects to be eligible for CEP funding; and

**WHEREAS**, the City received 24 applications for \$129,350 and has \$57,000 of Community Enhancement Fund money available to disburse; and

**WHEREAS**, the City held a duly-noticed Public Hearing on May 29, 2012, to receive comments on proposed projects.

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

**Section 1.** That the projects attached as Exhibit A are designated as Community Enhancement Projects for Fiscal Year 2012-13 with individual funding allocation identified as a result of the evaluation process.

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

**PRESENTED AND PASSED** this 29<sup>th</sup> day of May, 2012.

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Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 29<sup>th</sup> day of May, 2012.

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Peter B. Truax, Mayor

## EXHIBIT A

### 2012-13 COMMUNITY ENHANCEMENT GRANT FUNDING

PROJECT	SPONSOR	AMOUNT FUNDED
Housing Rehab, Repair & Access Modifications	Rebuilding Together * Washington County	\$3,086
Emergency Overnight Housing	St. Vincent dePaul Society	\$872
Old Glory	FG Firefighters Association	\$1,913
Sidewalk Chalk Art Festival	Valley Art Association	\$3,606
Food Service Equipment Replacement/Conversion	FG Senior & Community Center	\$3,400
The Main Course - A Celebration of NW Wine & Food	FG Foundation Main Course Team	\$1,847
FGSD Mentoring Program	Big Brothers Big Sisters Columbia NW	\$2,530
HLB Grant Program	Historic Landmarks Board	\$4,050
Farmers Market Revitalization: Increasing Community Opportunities	Adelante Mujeres	\$5,264
Register of Significant Tree Inspections	Community Forestry Commission	\$1,250
WESTCO	Community Action Organization	\$4,203
Football Tackle Dummies/Blocking Sleds	Little Guy Football	\$1,252
Building Permit Fees for Low Income Housing	West Tuality Habitat For Humanity	\$4,904
Ticket Booth Renovation	Theatre in the Grove	\$1,376
Youth Empowerment Program	Adventures Without Limits	\$1,750
Adelante Chicas Summer Day Camps	Adelante Mujeres	\$1,350
Downtown Attraction / First Wednesday	City Club	\$2,525
Art Alive in Forest Grove	Public Arts Commission	\$3,150
FG Community Garden- Maintenance and Compost	Community Garden Committee	\$912
Art Education in Forest Grove	Valley Art Association	\$1,850
Old Train Station Exterior Renovation	Friends of Historic Forest Grove	\$2,346
FGLL Uniforms and Gear	Forest Grove Little League	\$1,500
Fernhill Wetlands Viewing Shelter Replacement	Fernhill Wetlands Council, Inc.	\$2,064
TOTAL FUNDS AWARDED FOR FY 2012-13		\$57,000



May 29, 2012

## REPORT ON RESOLUTION SETTING FEES AND CHARGES

**PROJECT TEAM:** Paul Downey, Director of Administrative Services  
Susan Cole, Assistant Director of Administrative Services  
Michael Sykes, City Manager

**ISSUE:** During FY 01-02, the City completed a cost-of-service study and the City Council approved fee increases based on that study. City Code Section 2.601 states the licenses, permits, and fees will be adjusted by Council Resolution in July each year. It further states that subsequent adjustments prior to completion of the next required cost-of-service study shall be made in accordance with Section 2.605. That section states that adjustments to fees and charges shall be based on the CPI or the percentage of the wage adjustment for City employees. Staff has prepared a resolution setting fees for Council consideration.

**DISCUSSION:** Staff has prepared the proposed fee schedules using a general cost increase of 3% based on projected total wage and benefit increases. The fees have been rounded slightly in many instances to eliminate creating change issues for some departments.

Aquatic fees are not included in this resolution as the Council established those fees at its April 23, 2012, meeting. Building permits fees are not proposed to be changed as part of this resolution. Based on the FY 2012-13 Proposed Budget, staff is not recommending any change in building permit fees. If those fees were to be changed, a different process with three months' notice to the State is required.

New fees or changes in current fees other than the 3% increase are as follows:

### Planning Fees

The Street Tree Fund was left unchanged at \$340.00 per tree. The Street Tree Fund is accumulating a fund balance and staff needs to review this fund and its obligations to determine if a fee increase is needed. Also left unchanged is the Appeal of Administrative Decision Fee of \$250.00 which is the limit of this fee per ORS 227.175(10).

City Recorder

The proposed fees for Liquor Licenses except the Special Liquor License Permit for FY 2012-13 are based on state statute.

Water Fund

Water connection fees had been changed to actual cost with a deposit in FY 2011-12. After a year's experience with that fee structure, staff is proposing to change the ¾-inch and 1-inch water meter drop-in fees back to a fixed amount and set that fixed amount at \$275.00. This amount represents the actual cost of this service and will eliminate the extra work that Public Works and Administrative Services staff goes through to bill the customer.

**FISCAL IMPACT:** The proposed 3% fee increase should increase fee revenue to the City but the projected revenue increase is dependent on the volume of transactions that occur.

**STAFF RECOMMENDATION:** Staff recommends that the City Council approve the attached resolution.



**May 15, 2012**

**NewsTimes**

**Legal Ads/Public Notice:**

**To be published: Wednesday, May 23, 2012**

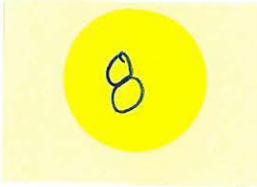
**NOTICE OF PUBLIC HEARINGS  
PROPOSED RESOLUTIONS INCREASING VARIOUS  
FEES AND CHARGES AND INCREASING WATER RATES  
FOR THE CITY OF FOREST GROVE**

**NOTICE IS HEREBY GIVEN** that the Forest Grove City Council will hold Public Hearings **Tuesday, May 29, 2012, at 7:00 p.m. or thereafter**, in the Community Auditorium, 1915 Main Street, Forest Grove, to consider enacting resolutions that would increase various fees and charges by three (3%) percent or slightly higher, excluding building fees, and increase water rates for all customer classes to achieve an overall eight percent (8%) water revenue increase and water service outside the City would be the new rate, plus 100 percent (100%). If enacted by City Council, the proposed fees and charges and water rate increases would be effective July 1, 2012.

These hearings are open to the public and interested parties are encouraged to attend. A copy of the reports and list of the proposed fees and charges and water rates are available for inspection before the hearing at the City Recorder's Office or by visiting the City's website at [www.forestgrove-or.gov](http://www.forestgrove-or.gov). Written comments or testimony may be submitted at the hearing or sent 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 contact Anna Ruggles, City Recorder, at 503.992.3235, or via e-mail [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov).

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

**To be published Wednesday, May 23, 2012**



**RESOLUTION NO. 2012-33**

**RESOLUTION SETTING FEES & CHARGES, EFFECTIVE JULY 1, 2012,  
AND REPEALING RESOLUTION 2011-52**

**WHEREAS**, the City Code Section 2.601 requires fees and charges be adjusted annually in July of each year in accordance with City Code Section 2.605; and

**WHEREAS**, the certain fees and charges have been previously set by Resolutions 2011-52; and

**WHEREAS**, staff is proposing some fee adjustments in accordance with City Code Section 2.605; and

**WHEREAS**, staff has prepared the resolution with the proposed fees and charges attached as Exhibits 1 and 2; and

**WHEREAS**, a duly-noticed Public Hearing was held on May 29, 2012.

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

**Section 1.** The planning fees listed on Exhibit 1 of this resolution are hereby adopted as of July 1, 2012.

**Section 2.** Other fees listed on Exhibit 2 of this resolution are hereby adopted as of July 1, 2012.

**Section 3.** Resolution 2011-52 is hereby repealed upon the effective implementation of date of the foregoing fees.

**Section 4.** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 29<sup>h</sup> day of May, 2012.

\_\_\_\_\_  
Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 29<sup>h</sup> day of June, 2012.

\_\_\_\_\_  
Peter B. Truax, Mayor

# Exhibit 1 - Planning Fees

	ADOPTED FEES AS OF JULY 1, 2011	ADOPTED FEES AS OF JULY 1, 2012
Amendment to Map	\$68.00/hour with a \$2,850 deposit*	\$69.00/hour with a \$2,850 deposit*
Amendment to Text	\$68.00/hour with a \$2,300 deposit*	\$69.00/hour with a \$2,300 deposit*
Annexation	\$68.00/hour with a \$675 deposit (City); \$2,600 (Metro)	\$69.00/hour with a \$675 deposit (City); \$2,600 (Metro)
Appeal of Administrative Decision	\$250.00	\$250.00
Appeal of Planning Commission Decision	\$340.00	\$350.00
Commercial Design Review	\$68.00/hour with a \$3,000 deposit*	\$69.00/hour with a \$3,000 deposit*
Conditional Use	\$68.00/hour with a \$2,300 deposit*	\$69.00/hour with a \$2,300 deposit*
Preliminary Expedited Land Division	\$1,100.00	\$1,130.00
Final Expedited Land Division	\$335.00	\$345.00
Historic Designation	\$34.00	\$35.00
Lot Line Adjustment	\$145.00	\$149.50
Preliminary Partition	\$1,100.00	\$1,130.00
Final Partition	\$335.00	\$345.00
Plat and Street Vacation	\$1,665.00	\$1,715.00
Preliminary Planned Development	\$68.00/hour with a \$4,300 deposit*	\$69.00/hour with a \$4,300 deposit*
Final Planned Development	\$1,795.00	\$1,850.00
Renovation Grant	\$0.00	\$0.00
Sign Permit	\$69.00 + \$3.05/sq. ft. (maximum fee of \$1,825)	\$69.00 + \$3.14/sq. ft. (maximum fee of \$1,880)
Site Plan Review		
Non-Residential over 1 acre	\$68.00/hour with a \$3,000 deposit*	\$69.00/hour with a \$3,000 deposit*
Non-Residential under 1 acre	\$68.00/hour with a \$3,000 deposit*	\$69.00/hour with a \$3,000 deposit*
Residential		
New Residential	\$299.00 + \$104.81/unit over 1	\$308.00 + \$107.95/unit over 1
Residential Additions & Accessory Structures	\$68.00	\$69.00
Addition	\$982.00	\$1,011.00
Preliminary Subdivision	\$68.00/hour with a deposit* of \$2,000 + \$69.00/lot over 3 lots	\$69.00/hour with a deposit* of \$2,000 + \$71.00/lot over 3
Final Subdivision	\$788.00	\$812.00
Street Tree Fee	\$340.00	\$340.00
Tree Permit Fee	\$0.00	\$0.00
Erosion Control Review	fee schedule set by CWS	fee schedule set by CWS
Variance from Regulations	\$68.00/hour with an \$2,000 deposit*	\$69.00/hour with an \$2,000 deposit*

\*Plus all incidental costs associated with processing a permit including but not limited to legal notice publication, copying and postage.

# Forest Grove Fee Schedule Exhibit 2

Adopted Fees - 7/1/11

Adopted Fees - 7/1/12

## **PARKS AND RECREATION**

### Facility Reservation (not including Light Charge)

Lincoln Park Stadium & Turf Field (in-City)	\$44.50 per hour: \$356.00 max	\$45.85 per hour: \$367.00 max
Lincoln Park Stadium & Turf Field (Out of City)	\$89.00 per hour: \$712.00 max	\$91.50 per hour: \$733.00 max
Bond Field (every 2 hour rental)	\$33.25 (in-city); \$66.50 (out)	\$34.25 (in-city); \$68.50 (out)
Sherman Field (every 2 hour rental)	\$27.60 (in-city); \$54.20 (out)	\$28.50 (in-city); \$56.00 (out)
Thatcher Park Soccer Field (every 2 hour rental)	\$22.15 (in-city); \$44.30 (out)	\$22.80 (in-city); \$45.65 (out)
Lincoln Park Practice Soccer Field (every 2 hour rental)	\$22.15(in-city); \$44.30 per hour (out)	\$22.80(in-city); \$45.65 per hour (out)
Thatcher Park Softball Field (every 2 hour rental)	\$11.25 (in-city); \$22.50 (out)	\$11.60 (in-city); \$23.20 (out)
Shelter (4 Hour Period)	\$41.50 (in-city); \$83.00 (out)	\$42.75 (in-city); \$85.50 (out)

### Light Charge

Soccer Field - Lincoln Park or Thatcher	\$39.40 per hour	\$40.60 per hour
Bond Field	\$39.40 per hour	\$40.60 per hour
Sherman Field & Thatcher Park Softball (per field)	\$19.75 per hour	\$20.35 per hour
Lincoln Park Practice Field	\$19.75 per hour	\$20.35 per hour

## **ENGINEERING**

Permit to Construct Public Improvements	\$139.00 per hour	\$139.00 per hour
Excavation Permit	\$28.00	\$29.00
Permit to Deposit on Streets (per permit)	\$41.60	\$43.00
Engineering Plans & Specifications (Copies)		
Standard	\$54.60	\$56.25
Mail	\$54.60	\$56.25
Disk	\$29.00	\$30.00
Copies per Sheet (Copy Machine)		
8.5x11	\$0.20	\$0.20
Larger than 8.5x11	\$0.25	\$0.25
Audiron Copies	\$6.50	\$6.75

## Forest Grove Fee Schedule Exhibit 2

	Adopted Fees - 7/1/11	Adopted Fees - 7/1/12	
<b>WATER</b>			
Water Shut-Off/On During Public Works Business Hours	0.00	0.00	
Water Shut-Off/On After Public Works Business Hours (Customer Request)	150.00	155.00	If determined by Public Works Director circumstances beyond control of property owner, fee may be waived.
Non Payment Disconnect Fee	30.00	31.00	Charged at the time of disconnect.
<b>Non Payment Reconnection Service -</b>			
During City Hall Business Hours	30.00	31.00	Charged at the time of disconnect.
After City Hall Business Hours-Mon-Fri 5:01pm-8:00pm			
After City Hall Business Hours Additional Surcharge (After hours reconnection service not available on weekends or holidays)	100.00	103.00	
Water Meter Tamper/Damage Fee	175.00	180.25	Plus cost to repair/replace meter
Water Stand-By Service (Annual)	50.00	51.50	Meter out of service for 7+ months
Water Stand-By Service- outside City limits (Annual)	100.00	103.00	Meter out of service for 7+ months
<b>Water Connections - Drop In</b>			
3/4-inch Meter	Actual cost	275.00	
1-inch Meter	Actual cost	275.00	
1 1/2-inch Meter	Actual cost	Actual cost	\$500 deposit
2-inch Meter	Actual cost	Actual cost	\$500 deposit
3-inch Meter	Actual cost	Actual cost	\$1,000 deposit
4-inch Meter	Actual cost	Actual cost	\$1,000 deposit
> 4-inch Meter	Actual cost	Actual cost	\$1,000 deposit
<b>Water Connections - Full Service</b>			
3/4-inch Meter	Actual cost	Actual cost	\$1,000 deposit
1-inch Meter	Actual cost	Actual cost	\$1,000 deposit

## Forest Grove Fee Schedule Exhibit 2

	Adopted Fees - 7/1/11	Adopted Fees - 7/1/12	
1 1/2-inch Meter	Actual cost	Actual cost	\$1,000 deposit
2-inch Meter	Actual cost	Actual cost	\$1,000 deposit
3-inch Meter	Actual cost	Actual cost	\$2,000 deposit
4-inch Meter	Actual cost	Actual cost	\$2,000 deposit
> 4-inch Meter	Actual cost	Actual cost	\$2,000 deposit

### SEWER

Sewer Connection Inspection	\$56.00	\$57.75	
Sewer Dye Test	\$74.50	\$76.75	

### LIGHT AND POWER

Main Street Auditorium Rental			
Non-Profit Group (per hour)	\$35.00 min; \$100.00max	\$36.00 min; \$103.00max	
For-Profit Group(per hour)	\$49.00 min; \$140.00 max	\$50.50 min; \$144.20 max	
Non Payment Disconnect Fee	30.00	31.00	Charged at the time of disconnect.
Non Payment Reconnection Service -			
During City Hall Business Hours	30.00	31.00	Charged at the time of disconnect.
After City Hall Business Hours			
After City Hall Business Hours Additional Surcharge	100.00	103.00	
Electric Meter Tamper/Damage Fee	175.00	180.25	Plus cost to repair/replace meter

### POLICE

Copies			
Reports	\$14.00 + \$.20/p over 10	\$14.50 + \$.20/p over 10	
Audio Cassette /VHS Tape	\$29.00	\$30.00	
Burn CD/DVD	\$20.00 per disc	\$20.50	
Photographs Burned to CD/DVD	\$20.00 (up to 30 photographs per disc)	\$20.50 (up to 30 photographs per disc)	
Photographs Burned to CD/DVD (continued)	\$0.50 per duplicate photograph copy	\$0.50 per duplicate photograph copy	

## Forest Grove Fee Schedule Exhibit 2

	Adopted Fees - 7/1/11	Adopted Fees - 7/1/12
Color Photograph Print	\$5.15 per sheet	\$5.30 per sheet
Citation Copy	\$5.15	\$5.30
Radar Certification Copy	\$5.15	\$5.30
Fingerprinting	\$17.75	\$18.25
Record Check Letter	\$35.50	\$36.75
Release Impounded/Immobilized Vehicle	\$103.00	\$106.00
After-Hours Release Impounded/Immobilized Vehicle	\$136.00	\$140.00
Damage to Boot Immobilizer Fee	\$93.00 plus cost to repair/replace	\$96.00 plus cost to repair/replace
Miscellaneous Permits		
Parade Permits	no fee	no fee
Temporary Street Closure	\$15.45	\$16.00
Dance	no fee	no fee

### **FIRE**

Report Copies (after 1 free copy to customer)	\$14.00 + \$.20/p over 10	\$14.50 + \$.20/p over 10
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### **LIBRARY**

Processing Fee - Lost & Damage	\$5.00 per WCCLS	\$5.00 per WCCLS
Collection Agency	\$10.00 per WCCLS	\$10.00 per WCCLS
Rogers Room Rental Fee		
Whole Room (per hour)	\$12.00	\$12.50
One Half (Divider Closed - per hour)	\$6.00	\$6.25
Inter-Library Loan	\$0 per WCCLS	\$0 per WCCLS
Library Late Fine	per WCCLS schedule	per WCCLS schedule
Public Online Printing	\$.10/page	\$.10/page
Public Copy Service	\$.10/page	\$.10/page

### **CITY RECORDER**

City Council Packet Subscription (per 6 mos.)	\$139.00	\$143.00
City Council Agenda Annual Subscription	\$27.00	\$28.00
Liquor License		
Original Application	\$100.00	\$100.00
Change: Ownership, Location, Privilege Application	\$75.00	\$75.00

## Forest Grove Fee Schedule Exhibit 2

	Adopted Fees - 7/1/11	Adopted Fees - 7/1/12
Renewal or Temporary Application	\$35.00	\$35.00
Special Liquor License Permit	\$21.00	\$21.00
Noise Variance Permit	\$15.45	\$16.00
<b>Copies</b>		
Audio Cassette /VHS Tape	\$29.00	\$30.00
Burn CD/DVD	\$20.00 per disc	\$20.50
Photographs Burned to CD/DVD	\$20.00 (up to 30 photographs per disc)	\$20.50 (up to 30 photographs per disc)
Photographs Burned to CD/DVD (continued)	\$0.50 per duplicate photograph copy	\$0.50 per duplicate photograph copy
Document Copy	\$14.00 + \$.20/p over 10	\$14.45 + \$.20/p over 10

### **ADMINISTRATIVE SERVICES**

Hydrant Permit	\$43.25	\$44.50
Bicycle License	\$12.00	\$12.50
Lien Search	\$22.75	\$23.50
Reserve Parking (monthly)	\$20.60	\$21.25
Utility Bill Inserts	\$173.00	\$178.25
Utility Billing Account Set-Up Fee - In-City	\$17.25	\$17.75
Utility Billing Account Set-Up Fee - Out-of-City	\$34.50	\$35.50
Door Hanger Fee - In-City	\$12.00	\$12.50
Door Hanger Fee - Out-of-City	\$24.00	\$25.00
NSF Check Processing Fee	\$25.00	\$25.00
Passport Processing Fee	Fee set by State Department	Fee set by State Department

### **ALL DEPARTMENTS**

Research Fee	\$50.00 per hour	51.50
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May 29, 2012

## STAFF REPORT AND RESOLUTION WATER RATES

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

**ISSUE STATEMENT:** The attached resolution proposes to increase water rates by a system-wide average of 8%.

**BACKGROUND:** In 2011, the City engaged the services of FCS Group to perform a cost of service analysis on the City's water utility to ensure that rates are recovering adequate revenue in an equitable manner.

This analysis evaluated the cost of providing water service, and the most efficient way to recover those costs through water rates. All rate classes were reviewed – residential, multi-family, commercial and industrial. Additionally, the rate analysis suggested that a charge for compound meters and fire service be added in order to recover the cost to provide these. The result of this rate analysis demonstrated that the water utility needs system-wide average rate increases of approximately 8% per year for the next several years in order to afford on-going operations and required investments in maintaining the water capital infrastructure.

With this rate increase, the City's water rates still remain competitive when compared to its neighbors. The attached graphs compare the monthly water bill for a residential customer using 7,000 gallons of water, about the average consumption, and for a residential customer using 20,000 gallons of water.

The attached resolution proposes to increase water rates 8%, according to the rate path outlined in 2011 by the consultant FCS Group. For the average residential user, the proposed changes mean that water bill will increase by about \$2.11 per month.

**FISCAL IMPACT:** The proposed rate increase will yield approximately \$136,000 in revenue. These funds will be used to fund ongoing operations of the water utility, as well as to make needed capital infrastructure improvements.

**STAFF RECOMMENDATION:** Staff recommends the Council adopt the attached resolution.

# Monthly Water Bill Comparison 2012-13

Estimated rate increases included, for a residential water customer using 7,000 gallons (9.36 ccf) per billing cycle

CITY	RATE				TOTAL	Notes
	Volume					
	Base	Tier 1	Tier 2	Tier 3		
<b>Cornelius</b>	\$29.52	\$17.08	\$4.13	<i>not triggered in example</i>	\$50.73	(1)
<b>Beaverton</b>	\$10.00	\$24.52	<i>None</i>	<i>None</i>	\$34.52	(2)
<b>TVWD</b>	\$7.67	\$24.90	<i>not triggered in example</i>	<i>None</i>	\$32.58	(3)
<b>Forest Grove</b>	\$18.25	\$10.22	<i>not triggered in example</i>	<i>not triggered in example</i>	\$28.47	(4)
<b>Hillsboro</b>	\$11.44	\$11.21	\$2.95	<i>not triggered in example</i>	\$25.60	(5)

1 ccf = 100 cubic feet of water, or 748 gallons.

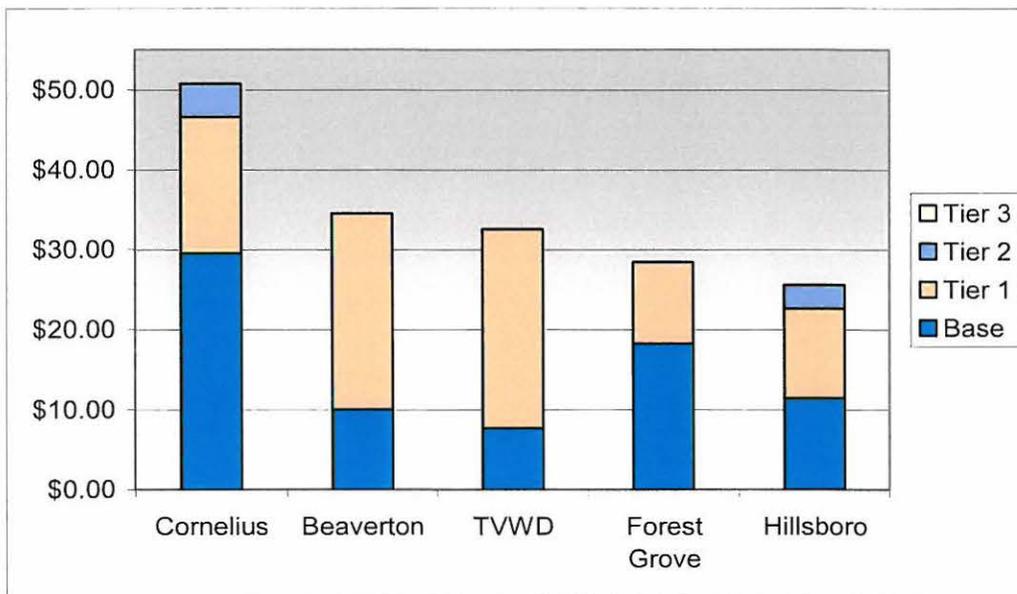
(1) Cornelius buys its water from Hillsboro, and they are expecting a 9.5% increase. Their 1st tier is for 6,000 gallons.

(2) Beaverton is considering adding \$1 to the fixed charge, and \$0.15 to the rate - not final yet; Beaverton does not have tiered rates.

(3) Tualatin Valley Water District is in preliminary planning stages and has modeled a 6% increase.

(4) Forest Grove's 1st tier is 7,000.

(5) Hillsboro's 1st tier is 8 ccf, or 5,984 gallons.



# Monthly Water Bill Comparison 2012-13

Estimated rate increases included, for a residential water customer using 20,000 gallons (26.74 ccf) per billing cycle

CITY	RATE				TOTAL	Notes
	Volume					
	Base	Tier 1	Tier 2	Tier 3		
<b>Cornelius</b>	\$29.52	\$17.08	\$24.77	\$48.71	\$120.08	(1)
<b>Beaverton</b>	\$10.00	\$70.06	<i>None</i>	<i>None</i>	\$80.06	(2)
<b>TVWD</b>	\$7.67	\$71.14	<i>not triggered in example</i>	<i>None</i>	\$78.82	(3)
<b>Forest Grove</b>	\$18.25	\$10.22	\$23.76	\$21.60	\$73.83	(4)
<b>Hillsboro</b>	\$11.44	\$11.21	\$21.68	\$25.65	\$69.98	(5)

1 ccf = 100 cubic feet of water, or 748 gallons.

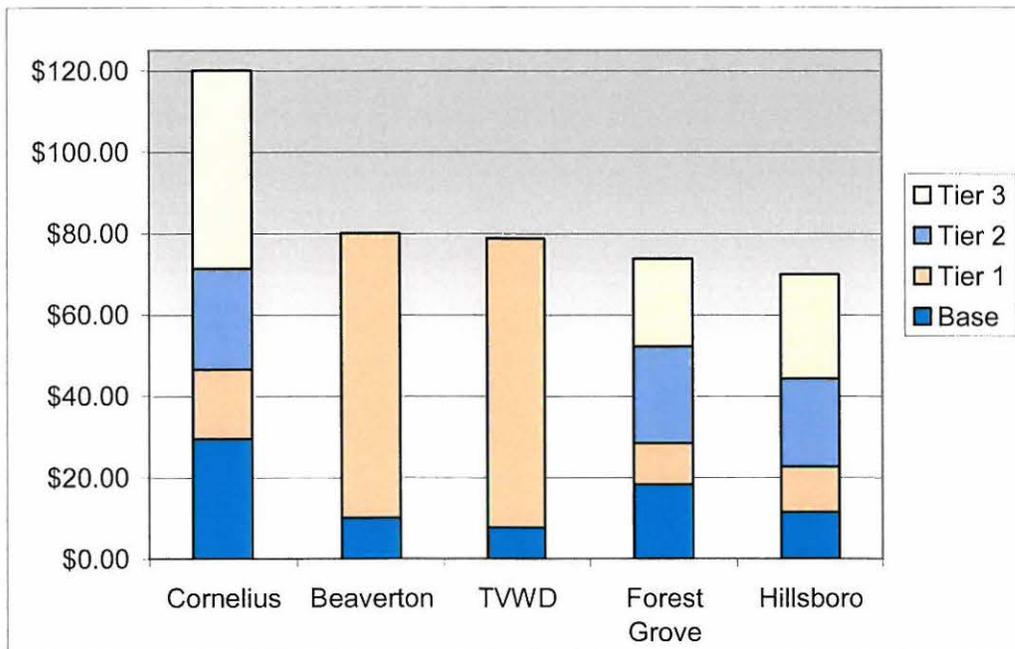
(1) Cornelius buys its water from Hillsboro, and they are expecting a 9.5% increase. Their 1st tier is for 6,000 gallons. Their third tier is estimated to be \$6.09 per gallon over 12,000 gallons.

(2) Beaverton is considering adding \$1 to the fixed charge, and \$0.15 to the rate - not final yet; Beaverton does not have tiered rates.

(3) Tualatin Valley Water District is in preliminary planning stages and has modeled a 6% increase. Their 2nd tier kicks in over 28 ccf, or 20,944 gallons

(4) Forest Grove's third tier begins for usage over 15,001 gallons.

(5) Hillsboro's third tier begins over 19 ccfs, or 14,212 gallons.





May 15, 2012

NewsTimes

Legal Ads/Public Notice:

To be published: Wednesday, May 23, 2012

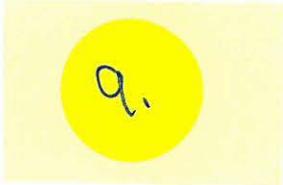
**NOTICE OF PUBLIC HEARINGS  
PROPOSED RESOLUTIONS INCREASING VARIOUS  
FEES AND CHARGES AND INCREASING WATER RATES  
FOR THE CITY OF FOREST GROVE**

**NOTICE IS HEREBY GIVEN** that the Forest Grove City Council will hold Public Hearings **Tuesday, May 29, 2012, at 7:00 p.m. or thereafter**, in the Community Auditorium, 1915 Main Street, Forest Grove, to consider enacting resolutions that would increase various fees and charges by three (3%) percent or slightly higher, excluding building fees, and increase water rates for all customer classes to achieve an overall eight percent (8%) water revenue increase and water service outside the City would be the new rate, plus 100 percent (100%). If enacted by City Council, the proposed fees and charges and water rate increases would be effective July 1, 2012.

These hearings are open to the public and interested parties are encouraged to attend. A copy of the reports and list of the proposed fees and charges and water rates are available for inspection before the hearing at the City Recorder's Office or by visiting the City's website at [www.forestgrove-or.gov](http://www.forestgrove-or.gov). Written comments or testimony may be submitted at the hearing or sent 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 contact Anna Ruggles, City Recorder, at 503.992.3235, or via e-mail [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov).

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

**To be published Wednesday, May 23, 2012**



**RESOLUTION NO. 2012-34**

**RESOLUTION FIXING WATER RATES FOR THE CITY OF FOREST GROVE, EFFECTIVE JULY 1, 2012, AND REPEALING RESOLUTION NO. 2011-57**

**WHEREAS**, Forest Grove Code Section 4.035 and 3.800 authorizes the City Council to fix water rates, water connection charges, and system development charges by resolution; and

**WHEREAS**, The City Council has determined that water fund revenue requirements will necessitate that water rates be increased; and

**WHEREAS**, A duly-noticed Public Hearing was held May 29, 2012.

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

**Section 1:** That the water rates within the city limits of Forest Grove shall be as follows:

SF RESIDENTIAL CUSTOMER CLASS				
METER SIZE	MONTHLY FIXED RATE	MONTHLY USAGE RATES		
		TIER 1	TIER 2	TIER 3
		0 kgal to 7	7 kgal to 15	15 kgal & over
3/4" & less	\$18.25	\$1.46	\$2.97	\$4.32
1"	\$25.70	\$1.46	\$2.97	\$4.32
1.5"	\$38.11	\$1.46	\$2.97	\$4.32
2"	\$53.01	\$1.46	\$2.97	\$4.32

MF RESIDENTIAL CUST CLASS			COMMERCIAL CUST CLASS		
METER SIZE	MONTHLY FIXED RATE	MONTHLY USAGE RATE kgal	METER SIZE	MONTHLY FIXED RATE	MONTHLY USAGE RATE kgal
3/4" & less	\$14.34	\$2.04	3/4" & less	\$17.44	\$2.15
1"	\$19.77	\$2.04	1"	\$22.80	\$2.15
1.5"	\$28.83	\$2.04	1.5"	\$33.51	\$2.15
2"	\$39.66	\$2.04	2"	\$50.64	\$2.15
3"	\$68.59	\$2.04	3"	\$84.91	\$2.15
4"	\$101.16	\$2.04	4"	\$138.46	\$2.15
6"	\$191.53	\$2.04	6"	\$245.54	\$2.15
8"	\$300.02	\$2.04	8"	\$386.12	\$2.15

INDUSTRIAL CUSTOMER CLASS			COMPOUND METERS		
METER SIZE	MONTHLY FIXED RATE	MONTHLY USAGE RATE kgal	Monthly Fire Service Charge	\$54.00	MFR Compound Meter Exampe: 2" domestic + compound meter: \$93.66
3/4" &less	\$16.16	\$1.87			
1"	\$24.33	\$1.87			
1.5"	\$37.93	\$1.87			
2"	\$54.25	\$1.87	Fire Service		
3"	\$97.77	\$1.87	Monthly Fire Service Charge	\$6.50	
4"	\$146.73	\$1.87			
6"	\$282.74	\$1.87			
8"	\$445.91	\$1.87			
		USAGE RATE kgal			
Fire Hydrant Water (Permit required)		\$2.43			

**Section 2:** That the following rules shall govern the definition of various customers classes:

- a. Whenever one water meter serves more than one type of customer class, the higher of the two rates shall be charged for all water used.
- b. In order to be classified as a residential water user, the water customer must meet the following definition:

The term residential user is applicable to all single family, multiple family, and mobile home buildings where residential customers receive metered water service, and which structures house family dwelling units. A residential dwelling unit is defined to include dwelling units designed for permanent occupation by family and which include kitchens and bathroom facilities.

- c. In order to be classified as an industrial water user, a water utility customer must meet all three requirements listed below:

(1) A water system customer's status is determined by using the Standard Industrial Classification Manual and the customer must belong to a major industrial group in Division A (agriculture, forestry, and fishing), Division B (mining), Division D (manufacturing), or Division F (wholesale trade) as defined in most current Standard Industrial Classification Manual.

- (2) A water system customer's historical annual water use, documented by City of Forest Grove Water Utility water billing records, must equal or exceed an average of 10,000 gallons per day.
- (3) A water system customer's water meter size must equal or exceed two inches in diameter.
- d. A water user who does not meet the requirements contained in Section 2(b) residential user of section 2(c) industrial user shall be classified and billed for water as a commercial class customer.
- e. Any water taken from fire hydrant or other unmetered facility other than for an authorized city use, shall be charged at the rate listed Section 1 above for Fire Hydrant Water, plus the current permit fee.

**Section 3:** That the monthly charge when there is no water consumption shall be the monthly fixed rate contained in Section 1 of the meter size and customer class for the service being provided.

**Section 4:** That meters set on "stand-by" service shall be charged as set out by the fee resolution 2012-33.

**Section 5:** That the following rules shall govern the definition of a meter on stand-by service:

- a. A meter on stand-by service is out of service;
- b. The property owner may make application for stand-by service to the City, or the City may place a water meter on stand-by at its discretion after seven (7) or more months of non-use;
- c. The water meter must be out of service for seven (7) or more consecutive months from the date the property owner applies, or the seven (7) preceding months if the City places a meter on stand-by;
- d. If a meter is taken off of stand-by service before the passage of seven (7) consecutive months, Section 3 will apply retro-actively from the date the meter was placed on stand-by;
- e. Once brought back into service, the water meter must remain in service for twelve (12) consecutive months before becoming eligible to be placed on stand-by service again;
- f. If the water meter remains on stand-by service for sixty (60) or more consecutive months, in order to put the meter back in service, the prevailing meter drop-in charges will apply.

**Section 6:** That the applicable rate for water service outside the city limits shall be those contained in Section One (1) through Section Four (4), plus 100%, except as otherwise noted.

**Section 7:** Gales Creek Waterline grantors/customers that hold easement agreements with the City shall pay rates equal to the rates

inside the City, plus the cost of debt service associated with the Gales Creek Waterline as follows:

<u>Meter Size (inches)</u>	<u>Monthly Debt Service Payment</u>
3/4	\$ 21.37
1	\$ 53.43
2	\$170.96

**Section 8:** The above water rates shall become effective July 1, 2012.

**Section 9:** Resolution No. 2011-57 is hereby repealed upon the effective implementation date of the foregoing water rates.

**Section 10:** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 29<sup>th</sup> day of May, 2012.

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Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 29<sup>th</sup> day of May, 2012.

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Peter B. Truax, Mayor