

September-14

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	CITY OFFICES CLOSED HOLIDAY		Municipal Court Water Providers EC-5:30pm Rural Fire 8pm			
7	CITY COUNCIL 6:00 PM - WORK SESSION (B&C Interview) 6:15 PM - EXECUTIVE SESSION (Property) 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	Red Cross Blood Drive 1pm - 6pm - Comm Aud CCI 5:30pm Library 6:30pm	B St Sidewalks Open House 6pm - Com Aud MPAC 5pm	City Hall Day 6pm - Comm Aud	S&CC 1st Friday 5pm	PAC Meet Artist Dinner 6:30 PM
14	Chamber Luncheon - Noon FGS&CC Bd Mtg 6:30pm Planning Comm 7pm	Fernhill Tour 3pm	Municipal Court P&R 7am CFC 5:15pm CWAC 5:30pm			Corn Roast Sidewalk Chalk Art Lions Run & Walk
<i>ICMA Conference</i>						
21	CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	HLB 7:15pm	PSAC MPAC 5pm LOC Board Mtg		Mayors' Luncheon Sustainability 6pm	Police Pres. Drug Turn In 10am-2pm
<i>LOC Conference - Eugene</i>						
Hist. Home Tours 1pm						

October-14

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Municipal Court Water Providers CB-7pm Rural Fire 8pm			Public Safety Open House 10am - Fire
5	Planning Comm 7pm	Notary Public Seminar 1pm-4pm - Comm Aud	MPAC 5pm	PAC 5pm	JWC - 12:30 pm	Birds & Brew 8am-2pm
12	CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	Red Cross Blood Drive 1pm - 6pm - Comm Aud CCI 5:30pm Library 6:30pm	Municipal Court P&R 7am CFC 5:15pm CWAC 5:30pm FG Leader Candidate Forum UCC 6pm-8pm			
19	Chamber Luncheon - Noon FGS&CC Bd Mtg 6:30pm Planning Comm 7pm	CCI/GroveLink Summit 6pm - Comm Aud	PSAC MPAC 5pm		ODF 8am-Comm Aud Mayors' Luncheon Sustainability 6pm	
26	CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	HLB 7:15pm				
<i>Nyuzen Student Delegation Visit - TBA</i>						

November-14

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	Planning Comm 7pm	General Election	Municipal Court			8
9	CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	CITY OFFICES CLOSED HOLIDAY				15
16	Chamber Luncheon - Noon FGS&CC Bd Mtg 6:30pm Planning Comm 7pm		Municipal Court P&R 7am CFC 5:15pm CWAC 5:30pm			22
23	CITY COUNCIL 7:00 PM - REGULAR MEETING COMMUNITY AUDITORIUM	HLB 7:15pm	PSAC MPAC 5pm			29
30					CITY OFFICES CLOSED HOLIDAY	

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FOREST GROVE CITY COUNCIL

Monday, September 22, 2014

Meeting Agenda

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 L. Johnston, Council President
Richard G. Kidd III
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.

- | | | |
|---|--|--|
| 7:00 | <p>1. <u>REGULAR MEETING:</u> Roll Call and Pledge of Allegiance</p> <p>1. A. <u>EMPLOYEE RECOGNITION:</u></p> <ul style="list-style-type: none"> • <i>Vicky Cook, Library Associate, 25 Years of Service</i> <p>2. <u>CITIZEN COMMUNICATIONS:</u> 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. <u>CONSENT AGENDA:</u> See Page 4</p> <p>4. <u>ADDITIONS/DELETIONS:</u></p> <p>5. <u>PRESENTATIONS:</u></p> | |
| Paul Downey, Administrative Services Director
Michael Sykes, City Manager | 7:10 | <p>5. A. • <i>Quarterly Financial Report for Period Ending June 30, 2014</i></p> |
| Paul Downey, Administrative Services Director
Michael Sykes, City Manager | 7:20 | <p>6. <u>PUBLIC HEARING AND FIRST AND SECOND READING OF ORDINANCE NO. 2014-09 ESTABLISHING A TAX ON THE SALE OF MARIJUANA AND MARIJUANA-INFUSED PRODUCTS IN THE CITY OF FOREST GROVE AND ADDING NEW CODE SECTIONS 2.10.000 THROUGH 2.10.075</u></p> |
| Paul Downey, Administrative Services Director
Michael Sykes, City Manager | 7:30 | <p>7. <u>PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 2014-10 GRANTING A FRANCHISE TO ASTOUND BROADBAND, LLC, A WASHINGTON LIMITED LIABILITY COMPANY, TO CONDUCT A GENERAL TELECOMMUNICATIONS BUSINESS AND GRANTING A RIGHT TO USE PUBLIC RIGHTS OF WAYS WITHIN THE CITY OF FOREST GROVE</u></p> |
| Tom Gamble, Parks and Recreation Director
Colleen Winters, Library Director
Michael Sykes, City Manager | 7:40 | <p>8. <u>RESOLUTION NO. 2014-70 AMENDING THE CITY OF FOREST GROVE PUBLIC ARTS COMMISSION (PAC) BYLAWS; AMENDING RESOLUTION NO. 2009-27</u></p> |

- | | | |
|---|------|---|
| Tom Gamble, Parks and Recreation Director
Colleen Winters, Library Director
Michael Sykes, City Manager | 7:50 | 9. <u>RESOLUTION NO. 2014-71 MAKING APPOINTMENT TO CITY OF FOREST GROVE PUBLIC ARTS COMMISSION (PAC) (APPOINTING EMILY LUX, TERM EXPIRING DECEMBER 31, 2016)</u> |
| Michael Kinkade, Fire Chief
Janie Schutz, Police Chief
Michael Sykes, City Manager | 7:55 | 10. <u>RESOLUTION NO. 2014-72 AUTHORIZING THE CITY MANAGER TO ENDORSE THE AMENDMENTS TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF FOREST GROVE AND WASHINGTON COUNTY CONSOLIDATED COMMUNICATIONS AGENCY (WCCCA), AMENDMENT NO. 2</u> |
| Jeff King, Economic Development Coordinator
Rob Foster, Public Works Director
Michael Sykes, City Manager | 8:05 | 11. <u>RESOLUTION NO. 2014-73 APPROVING THE SUBMISSION OF APPLICATIONS FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING FOR 2015-2016 PROGRAM YEAR</u> |
| Michael Sykes, City Manager | 8:15 | 12. <u>CITY MANAGER'S REPORT:</u> |
| | 8:30 | 13. <u>COUNCIL COMMUNICATIONS:</u> |
| | 8:45 | 14. <u>ADJOURNMENT</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 Work Session (B&C Interview) Meeting Minutes of September 8, 2014.
 - B. Approve City Council Executive Session (Real Property) Meeting Minutes of September 8, 2014.
 - C. Accept Library Commission Meeting Minutes of August 19, 2014.
 - D. Accept Resignation on Committee for Citizen Involvement (Michael Perrault, Term Expiring December 31, 2015).
 - E. Community Development Department Monthly Building Activity Informational Report for August 2014.
 - F. Library Department Monthly Circulation Statistics Report for September 2014.
-

CERTIFICATE OF APPRECIATION

Awarded to

Vicky V. Cook

Library Associate

**In Recognition of 25 Dedicated Years of Service to the
City of Forest Grove and Citizens of Forest Grove**

*The Forest Grove City Council sincerely thanks you for 25 years of dedicated service
and is so very proud to have had you as the Forest Grove Library Associate since 1989.*



**city of
forest
grove**

A handwritten signature in blue ink, appearing to read "Peter B. Truax".

*Peter B. Truax, Mayor
Forest Grove City Council
September 22, 2014*

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**FOREST GROVE CITY COUNCIL WORK SESSION
(BOARDS, COMMITTEES, AND COMMISSIONS INTERVIEWS)
SEPTEMBER 8, 2014 – 6:00 P.M.
COMMUNITY AUDITORIUM – CONFERENCE ROOM
PAGE 1**

Minutes are unofficial until approved by Council.

1. ROLL CALL:

Mayor Peter Truax called the Work Session to order at 6:00 p.m. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Camille Miller; Ronald Thompson; Elena Uhing; and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager, and Anna Ruggles, City Recorder.

2. WORK SESSION: BOARDS, COMMITTEES, AND COMMISSIONS (B&C) INTERVIEWS

The following applicant were interviewed for the following position:

- Hailey Jongeward, Pacific University Student, Sustainability Commission

Mayor Truax opened the floor and roundtable discussion ensued pertaining to the above-noted B&C applicant interview. After Council deliberation, Council collectively made recommendation to appoint Jongeward as noted above. A resolution making Jongeward's formal appointment will be considered during the regular Council meeting.

Council took no formal action nor made any formal decisions during the above-noted work session.

3. ADJOURNMENT

Mayor Truax adjourned the work session at 6:15 p.m.

Respectfully submitted,

Anna D. Ruggles, CMC, City Recorder

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**FOREST GROVE CITY COUNCIL EXECUTIVE SESSION
ORS 192.660(2)(E) REAL PROPERTY TRANSACTION
SEPTEMBER 8, 2014 – 6:15 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 6:20 p.m. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Camille Miller; Ronald Thompson; Elena Uhing; and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager; 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 deliberate with persons designated by the governing body to negotiate in real property transactions.

3. ADJOURNMENT

Mayor Truax adjourned the Executive Session at 6:40p.m.

Respectfully submitted,

Anna D. Ruggles, CMC, City Recorder

APPROVED

30

Library Commission approved minutes as presented on SEP 9, 2014.

1. CALLED TO ORDER AND ROLL CALL:

Pamela Bailey, Chair, called the meeting of the Library Commission to order at 6:30PM on Tues Aug 19, 2014.

Members Present: Pamela Bailey, Chair; Nickie Augustine; Annie Hicks; Doug Martin; Kathleen Poulsen, Vice-Chair; Dayla Skye-Martin; Jon Youngberg, Secretary.

Members Absent: None

Staff: Colleen Winters, Library Director

Council Liaison: Peter Truax, Mayor

Others: None

2. ADDITIONS/DELETIONS: None.

3. APPROVE LIBRARY COMMISSION MEETING MINUTES OF (Jul 29, 2014):

MOTION: Nickie moved, seconded by Doug, to approve the Jul 29, 2014 minutes as presented. **MOTION CARRIED** by all.

4. CITIZEN COMMUNICATIONS: None.

5. INFORMATIONAL ITEMS:

5a. FOUNDATION REPORT: Colleen Winters reported about the Library Foundation of Forest Grove:

a) The Ed Carpenter art project for the library, now called “Mollie’s Garden”, is to be installed in the ceiling/skylight area near the library’s circulation desk. See Ed Carpenter’s website for more info (and pictures) related to this project: (<http://www.edcarpenter.net/home/home.html>)

b) This project will also include participation and collaboration by metal artist Eric Canon and wood artist Greg Kriebel. Their contributions to the project will focus on the enhancement of the four wooden columns, and new light

sconces, all under the skylight.

c) The artwork, once installed, will be owned by the City of Forest Grove, which will also be responsible for maintenance, insurance, etc. The Foundation will pay approx \$70,000 total for installation, materials, extra lighting up in the skylight, and manufacturing costs for the artwork of all three artists.

d) The glass artwork (by Ed Carpenter) will be installed over the 3-day Labor Day weekend. Cleaning of the skylight area will be done beforehand, perhaps Aug 24. The other two artists (wood work, then metal work) will be done after Labor Day, no date set, but Sundays are the best days for this.

e) The dedication/celebration for the entire Ed Carpenter art project will not be scheduled until all the work is done, so date has not been set.

f) After the Ed Carpenter project, the Foundation will return to providing “furnishings” for the older part (Children’s part) of the library. This interrupted campaign will continue trying to raise \$75,000 to \$100,000 for new furniture, signage, and for this next item ...

g) More art for a “sense of arrival” into the Children’s part of the library, going up the ramp, etc. Local design, artists, materials to be favored.

h) See the Library Foundation of Forest Grove’s web site (www.fglf.org).

5b. FRIENDS REPORT: Colleen Winters reported about the Friends of the Forest Grove Library:

a) The Friends board does not meet during the summer.

b) The Friends web site is at: fglibraryfriends.org.

c) The first Friends Cultural series event (Mrs. Pittcock visits, Part 2) for the 2014 – 2015 season is scheduled for Sept 2, 2014 at 7PM.

d) A new Friends Cultural series of events to be held in Spanish will begin during the 2014 – 2015 season, with perhaps 4 programs, to be held on Monday nights. The first event will be Sept 8 starting at 6PM, with an event called “Latin Flavor: Musical Travels and Encounters” - presented by Professor Victor Rodriguez, of Pacific University.

5c. COUNCIL LIAISON REPORT :

a) City election (City Council and Mayor) coming up this Fall. Deadline to sign up is next week.

b) A big traffic accident on Hwy 47 (south of town) at Fern Hill Road occurred today. Expect further discussion of the issue of reduced speed limits on stretches of Hwy 47 at various levels of government.

c) The No-Smoking ordinance has taken effect, on all City Property and in

City Parks. Enforcement will be “informational” for a while.

d) Backyard burning issue to be discussed again. Proposal to only allow burning on some days during a few weeks in the Spring, only, depending on weather conditions. That is, no backyard burning would be allowed in the Fall. This proposed ban would be in effect inside the City Limits only.

5d. LIBRARY DIRECTOR’S REPORT: Colleen Winters reported these items:

a) The library’s Circulation Policy is being worked on. Waiting on relevant WCCLS policies to settle down.

b) Interviews completed for a pool of on-call, adult service, part-time position(s) to be chosen. Might choose a small pool of people. They might already work at another library part-time. They expect some regular hours, plus more hours as needed to replace staff for reasons of health, vacation, attending classes, etc. What times during the week are they available? Will keep one person from an earlier process. May choose one or two more.

c) The library is not going to participate in the upcoming “Sweet Words” (a collision of authors, art, and chocolates) downtown event to be held the Wednesday after Labor Day. Last year there was low attendance and there were many (artful and/or tasty) distractions that interfered with the authors. The library had participated over the last few years, especially when the event was associated with Valentine’s Day. Hopeful for a way to allow the visiting authors to have a better audience. Dayla asked about Poetry nights and Poetry readings but these are separate and well-attended events.

d) A party for the adult summer reading program will be held tomorrow night, Aug 20, 2014.

6. DISCUSSION OF ITEMS:

a) Ismoon of the library staff showed the Library Commission a draft of the proposed revision of the library Behavior Policy. When completed, there will also be a Spanish language version.

1) Need for revisions arose from problem areas, enabling library staff to be better able to deal with problems. From experience with unhappy events, from looking at policies of other libraries, and from feedback from earlier drafts.

2) This proposed new revision was heavily rewritten from the 2005 version. Goal is for a safer, happier, and more pleasant library.

3) There have been three safety training sessions for library staff at the

library in the last year. Daily police walk-throughs continue. This is proactive, and highly welcome.

4) Mayor Truax suggested that the new smoking and e-smoking City regulation might require a small change to the draft proposal.

5) Library Commission could approve this new proposed Behavior Policy at our next meeting. Proposed new Behavior Policy would ultimately go to the City Council for approval.

6) Colleen mentioned that we all desire the library to be friendly and welcoming. So, the “Behavior Policy” (a list of rules) is not posted on the walls by the entrances. But the document can easily be handed out on request, or as needed.

b) The Library Commission needs to be informed and have an opinion about the upcoming WCCLS funding levy. “Active participation”. The WCCLS and Public Safety (42 cents per \$1000, this rate is not going to be raised) levies will both be on the Nov 2015 ballot. The current WCCLS levy expires in 2016. Our City Manager, Finance Director, and Library Director are on various WCCLS committees, discussing the important issues, which are:

1) Increase the current 17 cents per \$1000 levy rate for WCCLS? They will have a survey on support for a higher levy rate, and ask what voters want from a library in the future. What would be done with increased levy funds? More open hours & more staff?

2) Will the distribution of levy funds “formula” be redone? Gets into a discussion of small vs. large libraries, east county vs. west county libraries. Concern over use of a “formula” based on certain statistics. New Aloha library needs to be funded too. So how to redistribute WCCLS levy funds to the member libraries?

3) What will voters hear about the “Future of Libraries” before the levy vote? What will libraries be like in 2020 (only 5 years away)?

4) What about “core services” - those you might expect when you walk into a library? Some libraries are quite small and can't offer (and shouldn't have to offer) all those services, and can't fairly be compared to a larger library. If a WCCLS larger levy passes, could the levy funds be used to “back-fill” these missing services at the smaller libraries?

c) At the next (Sept) meeting of the Library Commission, we need to be prepared to do something on the Library Visioning and Planning Process. We need to re-read the last two pages of the Jul 14, 2014 Library Commission minutes, and Jon's informal and unofficial paper, with info on other library future surveys and the many relevant WCCLS documents on the future of libraries, etc.

1) Colleen may meet with a handful of people to make a proposal for the proposed LVPP committee with sharper, clearer language, for what we want the committee to do.

2) Kathleen mentioned that all libraries agree that change is coming and is needed, and that we need the library to change in accordance with the desires of our community. Need to do “strategic planning”.

3) Mayor Truax mentioned that a SWOT Analysis could be done by the proposed committee as part of their work. This is “a structured planning method used to evaluate the strengths, weaknesses, opportunities, and threats involved in a project”. This might give a starting point for the visioning work, helping to keep the library relevant to the community, and finding out what stands in the way of making the desired changes.

4) Doug mentioned that lots of stake-holders (such as members from the Friends and Foundation, etc.) are needed to be present to do a good SWOT Analysis. Comments on how to run a SWOT analysis.

5) Colleen mentioned concerns that the library is seen as competing with businesses such as bookstores or internet cafes, etc., but that the library provides free access to information for everyone. Doug reminded us of the use of library computers to help Forest Grove residents find jobs over the last few years, despite little or no extra funding to help take on this task.

d) Dayla Smoland mentioned that her last name has changed, and she is now “Dayla Skye-Martin”.

7. ANNOUNCEMENT OF NEXT MEETING:

The next Library Commission meeting will be held on Tues Sep 9, 2014 at 6:30PM in the Rogers Conference Room at the Forest Grove Library.

8. ADJOURNMENT:

Hearing no further business, Chair Bailey adjourned the meeting at 7:30PM.

Minutes respectfully submitted by:

Jon Youngberg, Library Commission Secretary

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MEMORANDUM

TO: Mayor Peter Truax and City Councilors

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

DATE: September 22, 2014

SUBJECT: Accept Resignation on Committee for Citizen Involvement

Michael Perrault, Committee for Citizen Involvement, Term Expiring December 31, 2015, has informed staff of his desire to resign from the Committee for Citizen Involvement as per his attached e-mail resignation.

STAFF RECOMMENDATION:

Staff is recommending the City Council accept the above-noted resignation and deem the seat vacant.

Anna Ruggles

From: Michael Perrault [REDACTED]
Sent: Tuesday, September 09, 2014 10:52 PM
To: Jon Holan
Cc: Sebastian Lawler; Anna Ruggles; [REDACTED]
Subject: Resignation from CCI

Hello Jon,

As mentioned by Sebastian at the CCI meeting tonight, my time to serve on CCI has come to an end. Something like seven years seems enough. I feel the group is in really good hands and the energy is the highest I can recall.

So, I tender my resignation effective October 1. I highly recommend that CCI seek to interest Abraham Villasenor in filling the pending vacancy.

Thank you for all of your support and guidance over the years. My very best to you.

Michael Perrault
[REDACTED]
[REDACTED]

CERTIFICATE OF APPRECIATION

Awarded to

Michael Perrault

Committee for Citizen Involvement

2009 ~ 2014

In Recognition of Dedicated Service to the
City of Forest Grove and Citizens of Forest Grove

*The Forest Grove City Council sincerely thanks you for your dedicated years of service and
the exceptional leadership you exemplified on the Committee for Citizen Involvement.*



city of
forest
grove

Peter B. Truax, Mayor
Forest Grove City Council
September 22, 2014

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3E

Monthly Building Activity Report

August-14

2014-2015

Category	Period: August-13		Period: August-14	
	# of Permits	Value	# of Permits	Value
Man. Home Setup				
Sing-Family New	16	\$ 4,238,053.52	7	\$ 1,534,081.31
SFR Addition & Alt/Repair	1	\$ 20,656.35	1	\$ 30,585.60
Mult. Fam. New/At				
Group Care Facility				
Commercial New	1	813944.53		
Commerical Addition				
Commercial Alt/Repair	4	\$ 68,500.00	7	\$ 63,700.00
Industrial New				
Industrial Addition				
Industrial Alt/Repair				
Gov/Pub/Inst (new/add)	1	\$ 69,724.00		
Signs			1	\$ 3,168.84
Grading				
Demolitions	1			
Total	24	\$5,210,878	16	\$1,631,536

Fiscal Year-to-Date

2013-2014		2014-2015	
Permits	Value	Permits	Value
63	\$10,482,939	54	\$7,550,491

<u>Report Group</u>	<u>Fee Code</u>	<u>Fee Description</u>	<u>Amount</u>
bldg	bldpmt	Building Permit Fee	270.80
bldg	blplrv	Building Plan Review Fee	176.02
bldg	flplrv	F&L Safety Plan Review	
bldg	mcstsf	Mechanical State Surcharge Equ	10.14
bldg	mech	Mechanical Permit Fee/equip.	84.40
bldg	plmb	Plumbing Permit Fee	120.00
bldg	plstsr	Plumbing State Surcharge	14.40
bldg	stsur	State Surcharge	32.50
		Total for Group bldg	<u>708.26</u>
		Grand Total:	<u><u>708.26</u></u>

<u>Permit Type</u>	<u>Description</u>	<u>Permits</u>	<u>Square Feet</u>	<u>Valuation</u>	<u>Fees Paid</u>	<u>Custom Field Valuation</u>
xcmalt	Cornelius Commercial Alteration	1	0.00	0.00	479.32	18,000.00
xmrotc	Cornelius Mechanical Residential Over the Counte	3	0.00	0.00	94.54	0.00
xpotc	Cornelius Plumbing Over the Counter	3	0.00	0.00	134.40	0.00
Grand Total		7	0.00	0.00	708.26	18,000.00

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FOREST GROVE CITY LIBRARY CIRCULATION STATISTICS REPORT: SEPTEMBER 2014

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	AUG 2014	JULY 2014	AUG 2013
MONTHLY TRAFFIC			
Eye Count (Daily count of patrons for month)	13,070	13,339	14,530
Number of Days Open to the Public:	25	26	27
New Registrations (New Patron card issued)	141	131	146
CIRCULATION:			
Total Check-outs:	27,836	30,893	32,026
Total Check-ins:	21,856	24,248	23,868
ILLs (Inter-library loans/out of county):	89	118	106
COURIER:			
Intra-library Holds to Forest Grove:	9,406	10,387	11,418
Intra-library Holds from Forest Grove:	9,430	9,352	9,257
PROGRAMS:			
# of Adult Programs	2	1	3
Adult attendance at Adult Programs	27	5	28
Teen attendance at Adult Programs	1	0	2
Children attendance at Adult Program	0	0	1
# of Children's Programs	3	8	2
Children's attendance at Children's Programs	238	728	198
Adult attendance at Children's Programs:	96	242	88
Teen attendance at Children's Programs	7	5	0
# of Community Programs	0	0	0
Adult attendance at Community Programs	0	0	0
Children's attendance at Community Programs	0	0	0
Teen attendance at Community Programs	0	0	0
# of Teen Programs	0	1	0
Teen attendance at Teen Programs	0	21	0
Adult attendance at Teen Programs	0	0	0
Children's attendance at Teen Programs	0	4	0
# of Early Childhood Discovery Time Programs	0	0	0
# of Families at ECDT	0	0	0
REFERENCE:			
# of Reference Questions	1,317	1,399	1,336
SELF CHECK-OUT:			
Self-Check Out Patrons Accepted	2,378	2,489	2,793
Self-Check-Out Patrons Denied	127	185	220
Self-Check-Out Total Items	8,859	10,422	10,594
Self-Check-Out Items Denied	106	249	142
Self Check-Out Items Renewed	40	25	66
VOLUNTEERS:			
Number of volunteers	41	44	44
Volunteer hours	279	289	336
COMPUTER USE:			
# of sessions	2,190	2,336	2,802
Total user hours	1,962	1,971	1,719
Average session time in minutes	54	51	38

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CITY OF FOREST GROVE

Financial Report For The Quarter Ending June 30, 2014

This is the quarterly financial report for the quarter ending June 30, 2014. This is the fourth quarter of the City's fiscal year ending June 30, 2014.

The quarterly report compares the year-to-date budget allocations to the year-to-date revenues and expenditures. The annual budget has been distributed into quarterly budget allotments based upon the pattern of revenue collections and expenditure disbursements from the prior fiscal year. Actual revenue collections and expenditure disbursements are compared to this distribution.

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 contains comments on other funds where material events have or are projected to occur. The last section of this report is the line item detail of the City's departments and funds. In the detail section, the actual revenues received or expenditures disbursed through the end of the quarter are compared to the year-to-date 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.

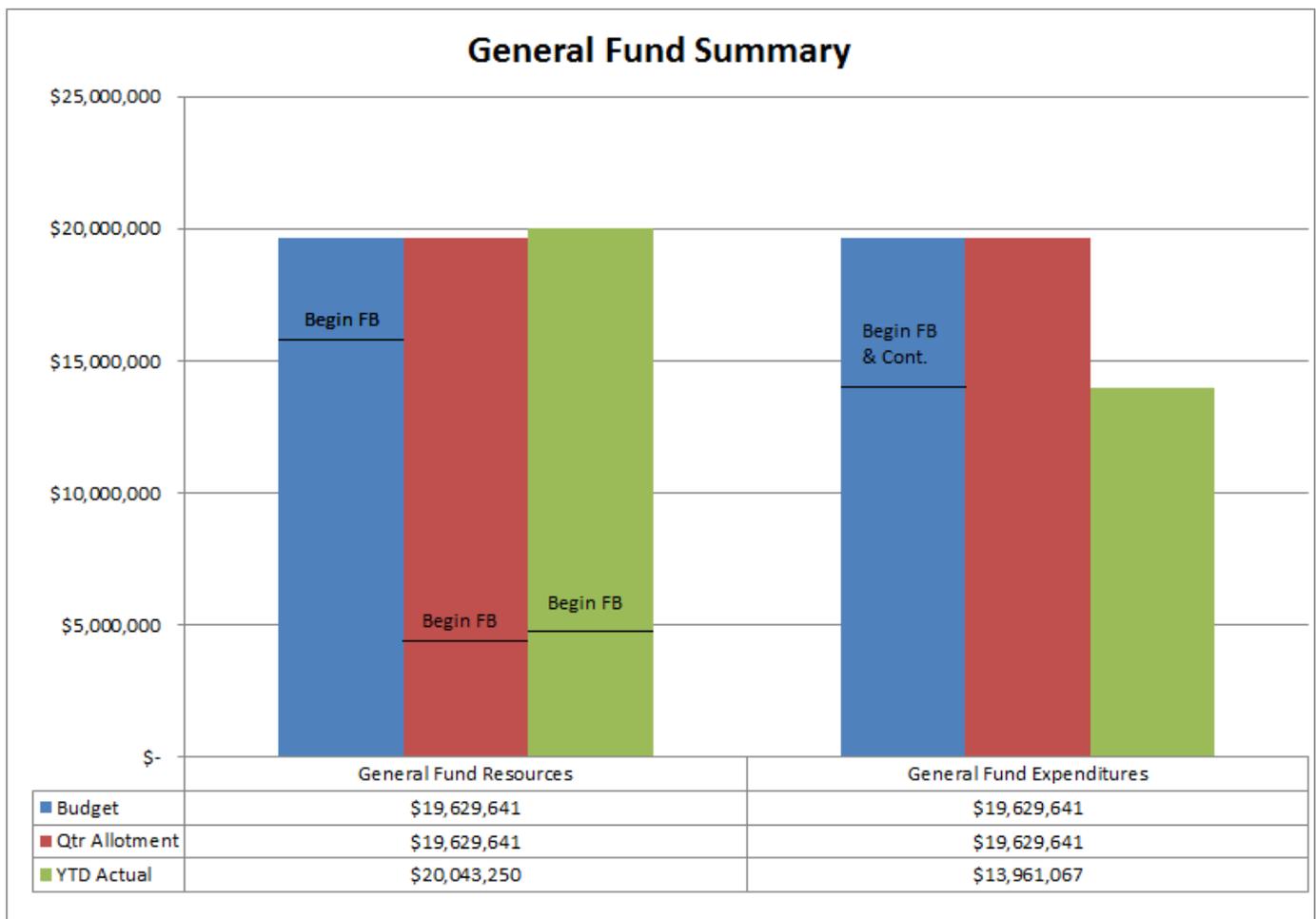
This report begins with an overview of the General Fund, first in summary, and then each department. Next is the Building Service Fund, followed by the Information Systems Fund, the Light Fund and then select Public Works' funds. Not all of the City's funds are represented in the graphical section of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

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 service 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.

The General Fund is healthy through the end of the 2014 Fiscal Year. Overall, revenues are above the allocated and budgeted amounts. Actual revenues collected and expenditures paid through the fiscal year indicate that the City should be able to increase its Ending Fund Balance at June 30, 2014, as was projected in the 5-year Financial Summary. Overall, expenditures came in lower than anticipated during the budget process, which attributes to the continued health of the General Fund.



General Fund Revenue

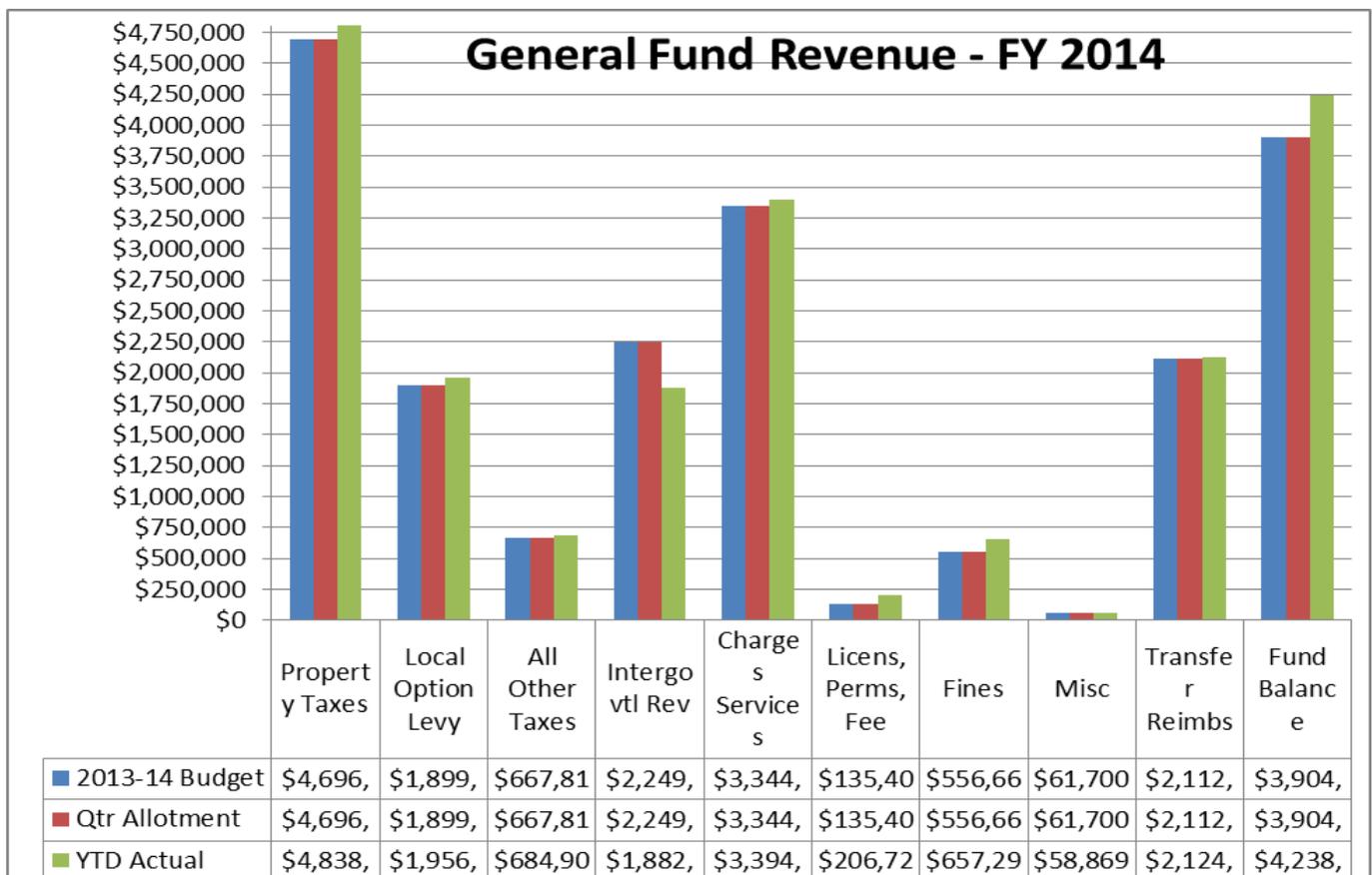
The following graph displays the General Fund Revenue in a snapshot. For each revenue category, the annual revenue is displayed first in BLUE, then the quarterly budget allocation in RED, and finally the actual amounts collected through the end of the fiscal year in GREEN.

Property taxes revenues are received mostly in the second quarter of the fiscal year and property revenue collections are higher than staff budgeted. Staff projected a 2.3% increase in assessed value compared to the actual increase of 4.0% in assessed value. When the budget was prepared staff knew the actual revenue would be higher if the island annexation area was included in this fiscal year's property taxes. Staff did not budget them in this fiscal year due to the appeal of the annexation to LUBA which eventually failed. The island annexation accounted for about 1% of the assessed value growth. Increased residential construction accounted for the difference.

Revenues in the *License, Permits, Fees* revenue category are above the budgeted projection due to increased Engineering Inspection Fees and Planning Fees. In the *Fines* revenue category, Traffic Fines are well above the budget amount due to traffic fines from the Cornelius Municipal Court being higher than expected with revenue from Forest Grove Municipal Court coming in higher than expected as well.

Beginning Fund balance was higher than originally budgeted by about \$333,678 meaning that FY 12-13 ended with higher revenues and lower expenditures than expected as explained in prior reports.

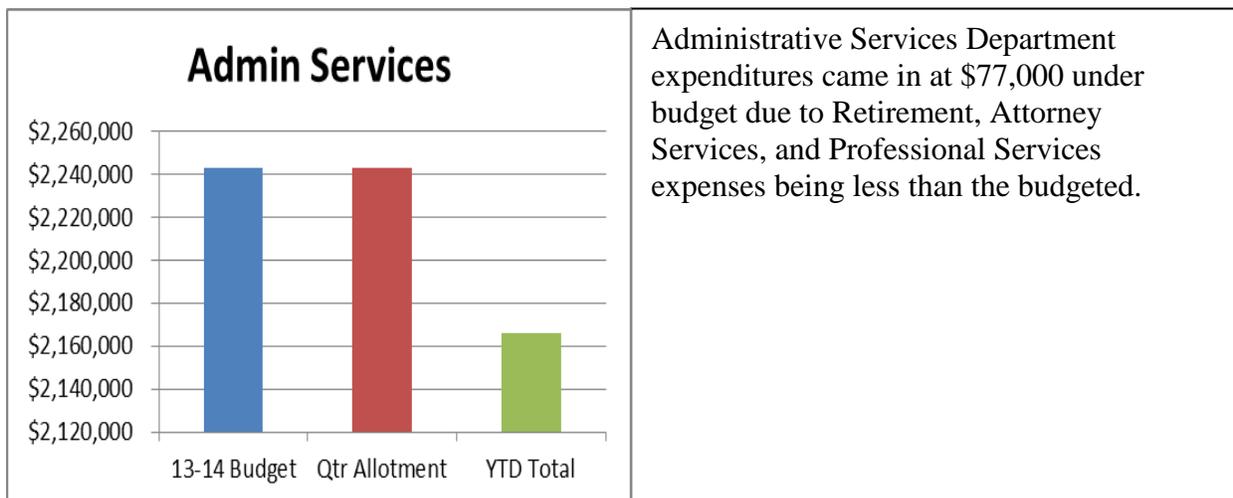
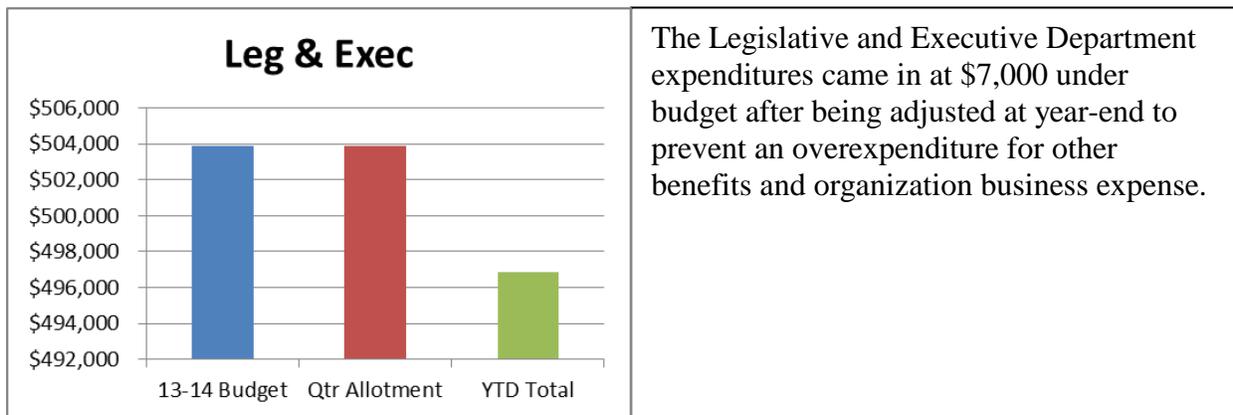
Unaudited Beginning Fund Balance for Fiscal Year 2014-15 is \$6,082,178.

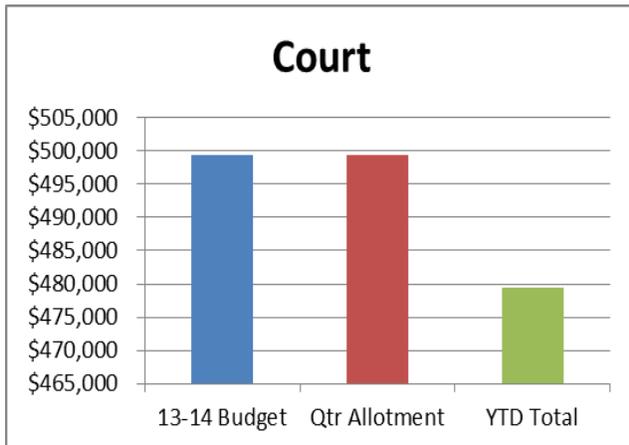


General Fund Expenditures

The following charts display 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. Overall, the Ending Fiscal Year Totals came in about \$433,000 under budget for all departments in the General Fund. Some of that under budget amount are year-end budget adjustments to ensure that certain departments did not exceed their legal appropriation amounts.

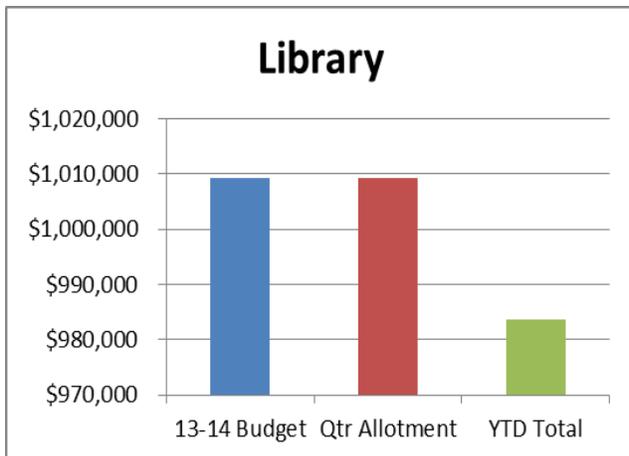
Please make sure to reference the grid-line amounts when comparing totals. The General Fund's Department expenses were not started at \$0. For example, in Leg & Exec, it may look like YTD totals came in at 50%, but if you look at the actual amounts listed, you can see the difference is only about \$7,000.



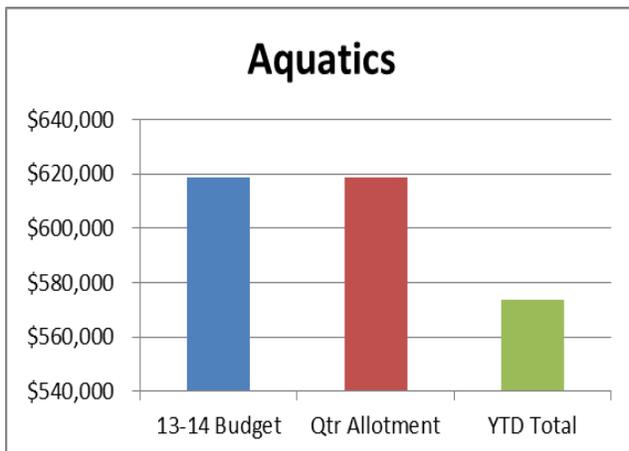


Municipal Court expenditures came in at \$19,000 under budget.

This is due primarily to Computer Software not being purchased in the fiscal year and less-than-expected payouts for State Assessment Fees on tickets. The budget was adjusted in the middle of the year for additional expenses. However, the pace of citations slowed and not all of the adjusted expenditures were incurred.

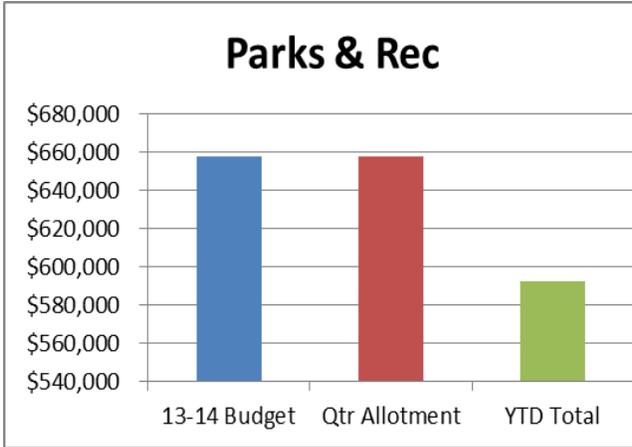


Library Department expenditures came in at \$25,000 under budget primarily due to lower expenditures in wages and benefits due to the retirement of long-term employee and other vacancies.



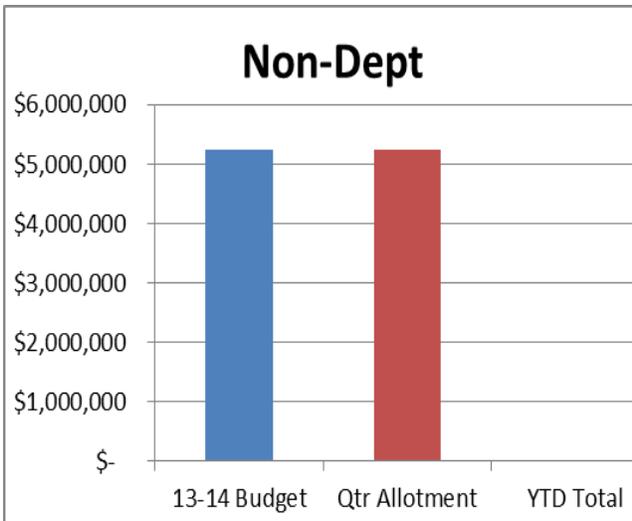
Aquatic Department expenditures came in \$45,000 under budget.

This is due primarily to less-than-expected part-time wages and utilities being less than expected for the fiscal year.

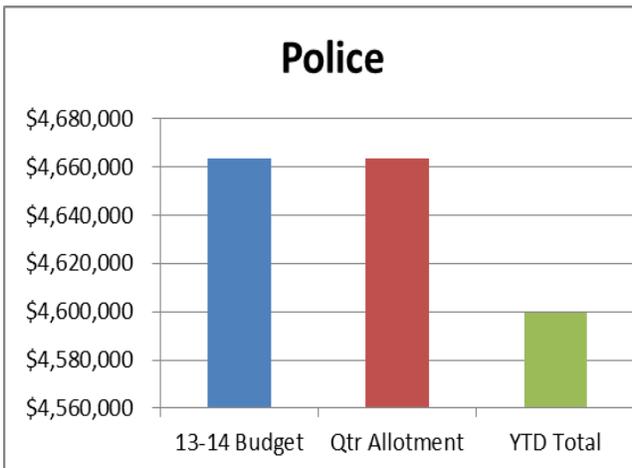


Parks and Recreation came in \$65,000 under budget for the fiscal year.

This is due primarily to less-than expected temporary wages and Facility Maintenance repairs coming in less than expected.

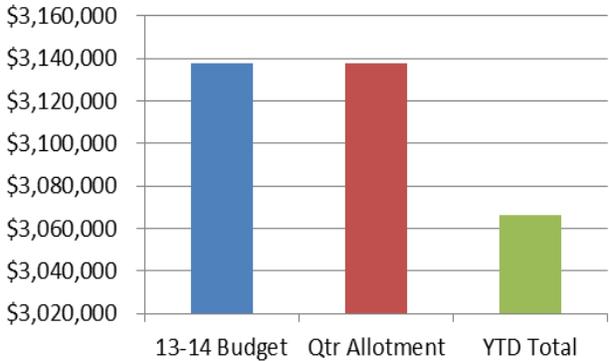


There are no expenditures in the Non-Departmental budget due to a change in how the City accounts for the Metro and School District Construction Excise Taxes. Staff and the auditors agree that since these taxes are pass-through revenues for other agencies, the City does not have to budget the revenue and expenditures but can account for the collection and payment of the taxes through a balance sheet account. The only revenue being recorded is the portion of the taxes the City retains to cover allowed administrative fees.



Police Department expenditures came in \$63,000 under budget due primarily to wages and benefits being lower than budgeted. Vacancies accounted for much of this difference.

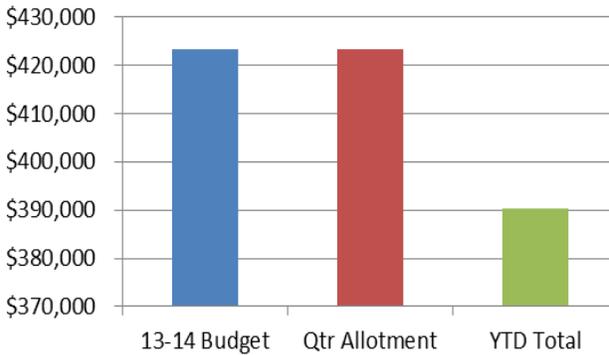
Fire



Fire Department expenses came in \$70,000 under budget.

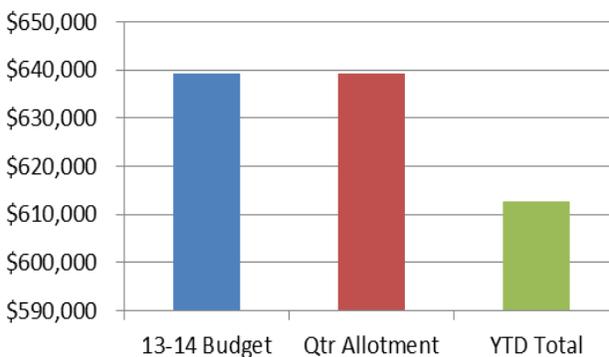
This is due primarily to lower-than expected Wages, Health & Dental Benefits, and Retirement expenses.

Planning



Planning Department expenditures came in at \$32,000 under budget due primarily to lower-than expected expenses in Intergovernmental Services and Professional Services. The Intergovernmental Services item was a carryover for grant activity in FY 2013-14. The expenses were actually incurred in FY 2012-13.

Engineering

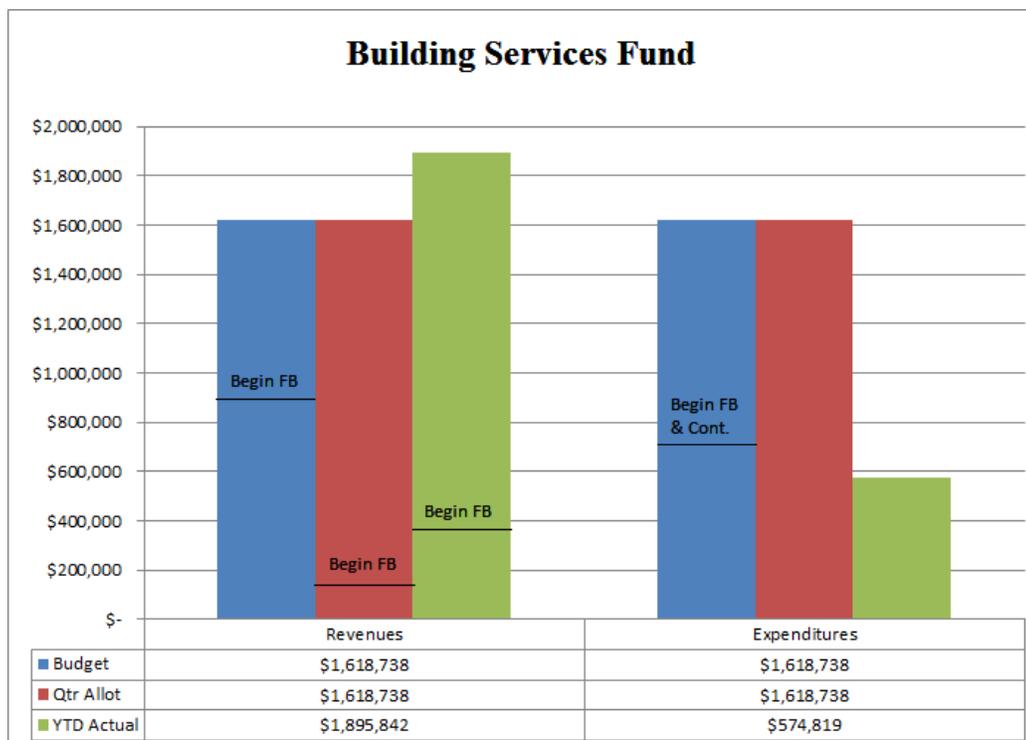


Engineering Department expenditures came in \$26,000 under budget for the fiscal year due primarily to lower-than expected Professional Services. The Engineering Department did not use outside Engineering Inspection services so no costs were incurred.

Building Services Fund

City of Forest Grove Single Family New Permits Issued By Fiscal Year; July 1 through June 30						
	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
July	2	5	5	6	6	5
August	4	1	3	6	6	7
September	6	6	3	11	11	5
Q3 Total	12	12	11	23	23	17
October	3	5	5	8	8	13
November	0	5	5	5	5	8
December	0	9	7	8	8	6
Q4 Total	3	19	17	21	21	27
January	0	9	5	12	10	10
February	1	6	7	5	23	5
March	6	16	6	7	17	2
Q1 Total	7	31	18	24	50	17
April	3	15	7	8	23	14
May	11	3	7	9	22	9
June	9	12	4	8	23	15
Q2 Total	23	30	18	25	68	38
Grand Total =	45	92	64	93	162	99

While overall building activity was lower in FY 2013-14 than in FY 2012-13, the Building Services Fund remains in a strong financial position. The FY 2014-15 Unaudited Beginning Fund Balance for the Building Services Fund is \$1,321,022 which is an increase of \$322,247 over the Beginning Fund Balance for FY 2013-14.



Information Systems Fund

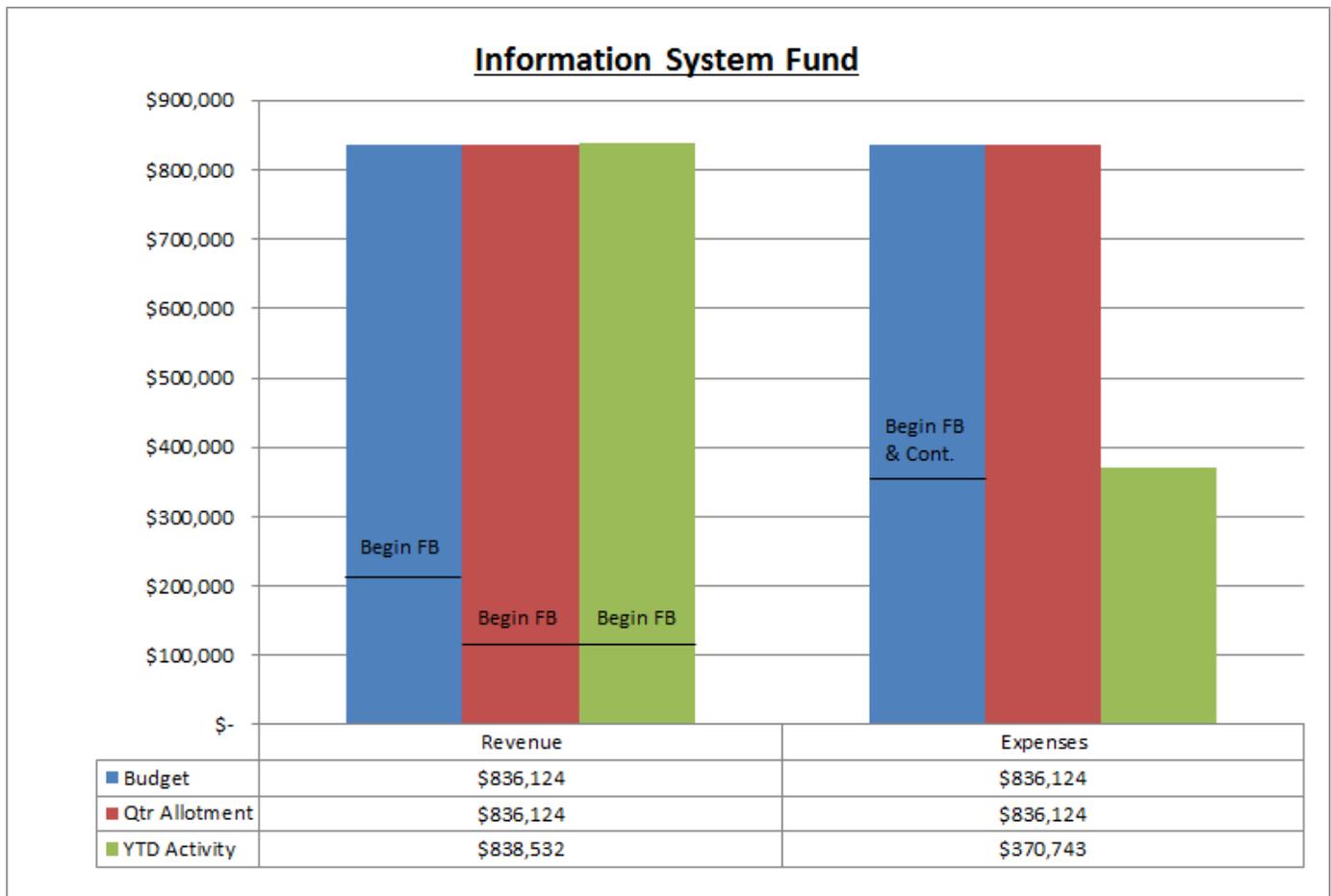
The Information Systems Fund is used to replace the City's computer and network infrastructure. This fund purchases servers and major software applications.

Revenues came in as anticipated since this is an internal fund and the revenue comes from other City Funds.

Materials and Services was over the original budget due to computer upgrades and purchase of new computers that were planned in 14-15, but were purchased in 13-14 to better prepare as we moved towards the conversion of Windows 7 for all computers on the city's network.

Operating Supplies and Computer Software were the key accounts that went over due to these upgrades, but this was expected and discussed earlier in the year.

The Unaudited Beginning Fund Balance for FY 2014-15 is lower than originally projected due to the purchase of FY 2014-15 computers in FY 2013-14 as mentioned above. The Fund Balance will be back up to the projected balance at June 30, 2015.

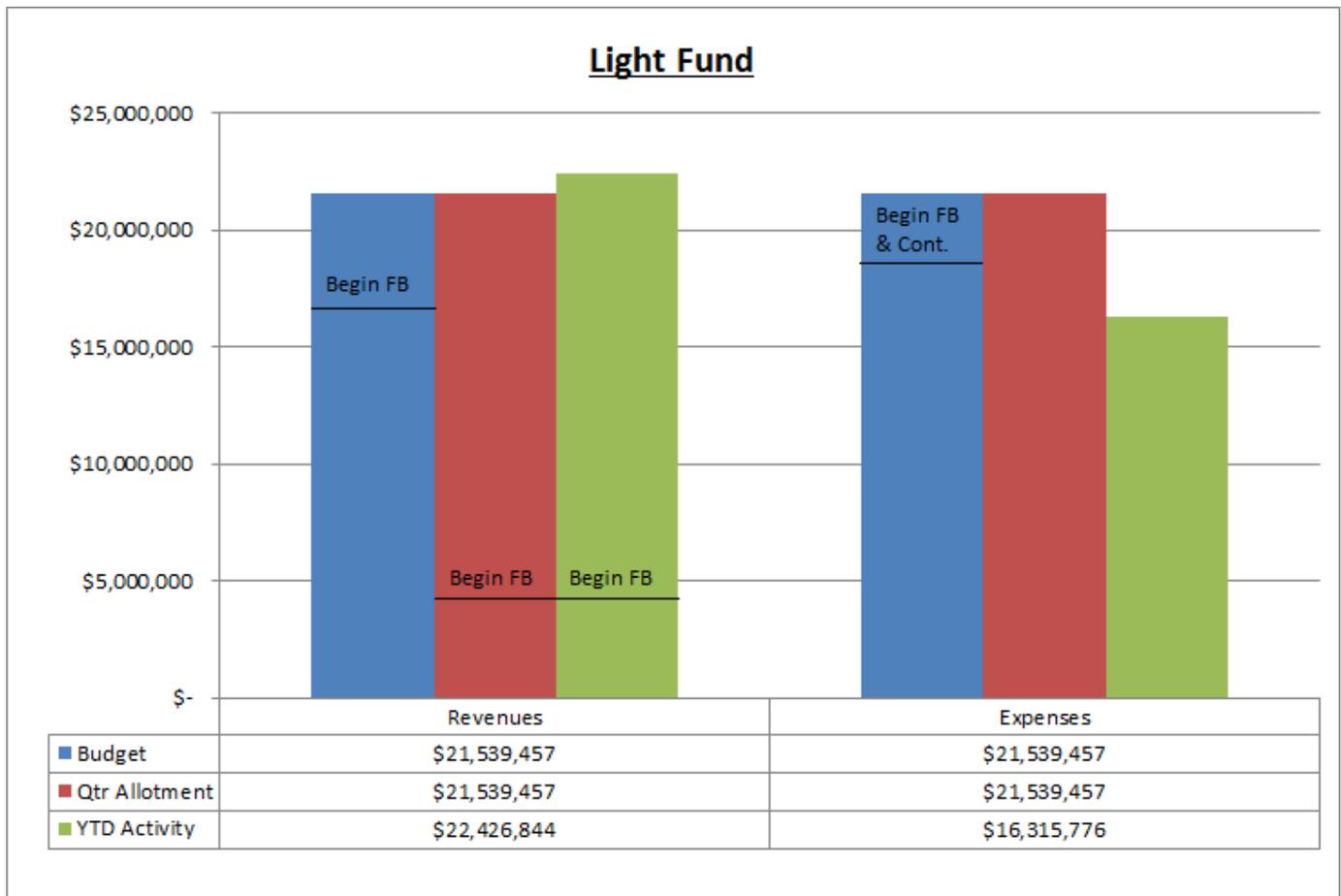


Light Fund

Operating revenue in the Light Fund is tracking above the anticipated budget amounts. This is due primarily to residential charges and the unforeseen cold-front that swept through Oregon this winter. Overall revenues for Light and Power were up \$887,387.

Purchased Power was higher than expected due to cold winter weather and year-end budget adjustment was necessary to prevent an over-expenditure. Other specific line items were overspent throughout the year, including Temporary Wages, Construction Supplies, Bank Service Fees, and Fuel/Oil. These overspent line items, however, will be absorbed by other line items that were underspent. One major line item that was underspent in FY 13-14 was Substation Improvements, which were moved to starting in FY 14-15. Removing the Contingency amount and Unappropriated Fund Balance, the expenses came about \$2 Million under budget (primarily due to Substation Improvements line item).

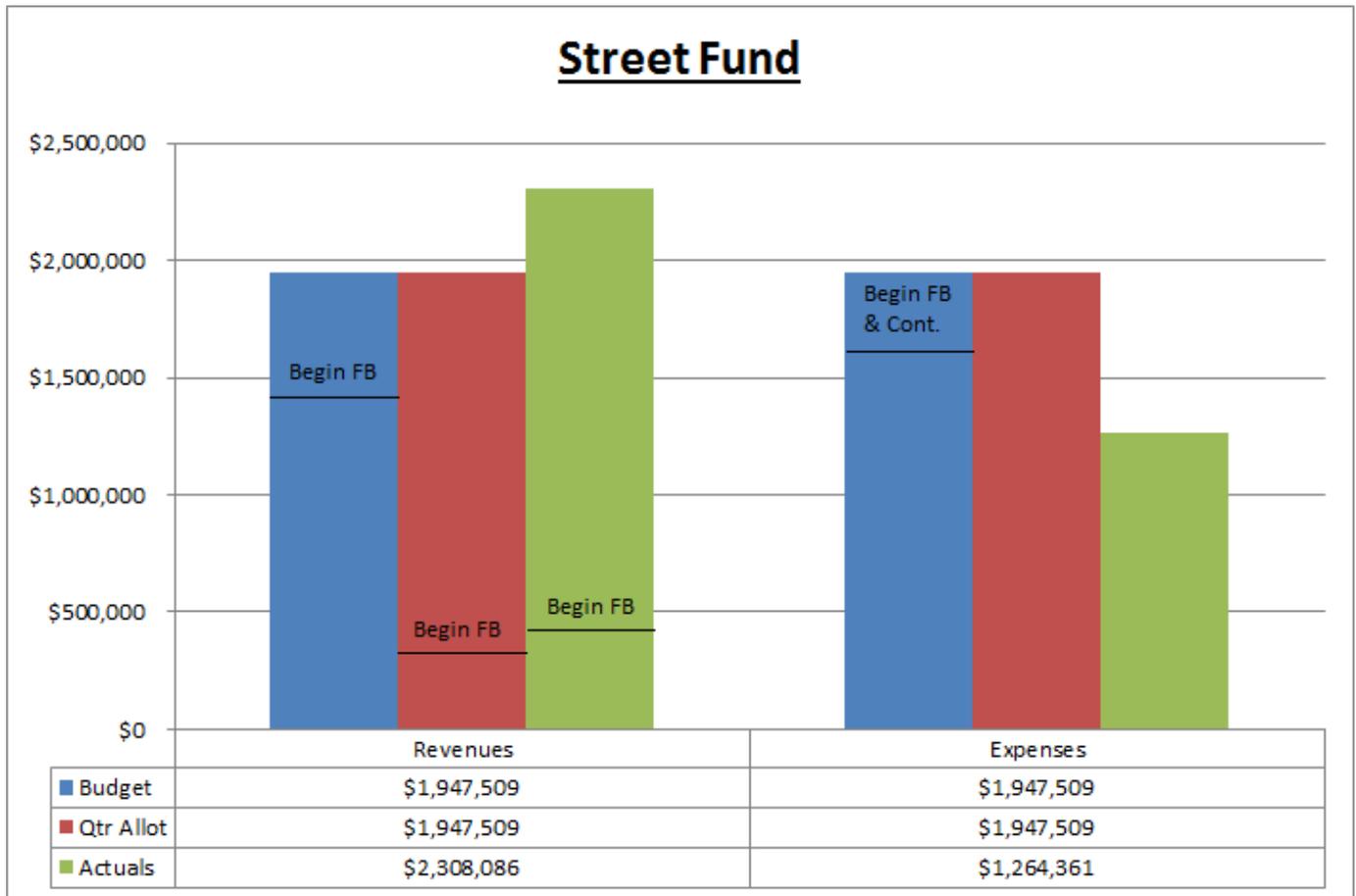
The pre-audited Ending Fund Balance for the Light and Power fund is \$6,111,068.



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, Sewer Fund, Water Fund, 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.

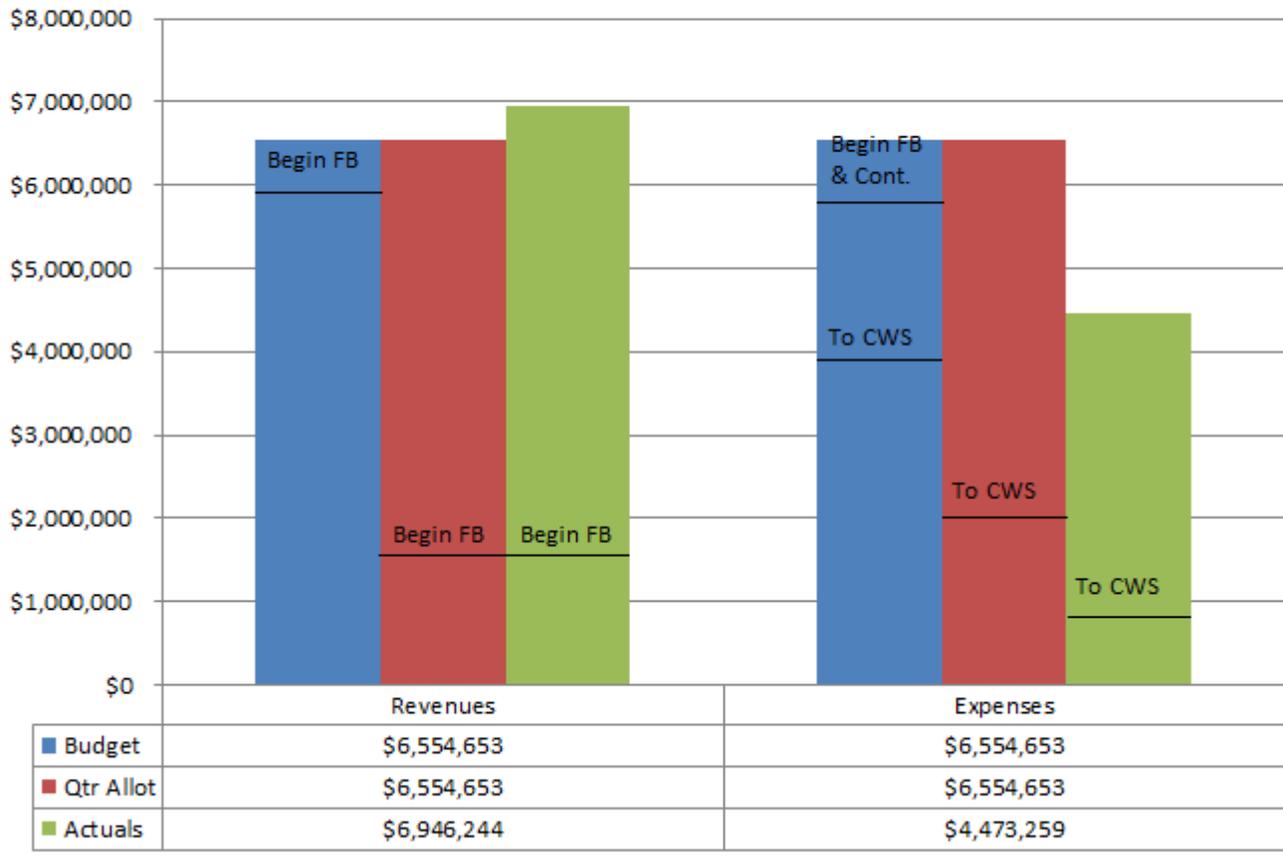


The Street Fund revenues are tracking as expected and are slightly ahead of the projected budget due to the collection of the new streetlight fee (\$105,904) which was not included in original budgeted revenue. The Street Fund received \$262,889 from Washington County and the Sidewalk Program revenue came in about \$25,000 under budgeted revenue.

Non-capital expenditures came in under budget overall. Capital expenditures are also well below budget. For example, the Safe Routes to School is budgeted to occur this year, but the only expected activity for this fiscal year is design work. The Sidewalk Program was budgeted but the decision was made to not do that program during this fiscal year. Street Construction includes \$205,000 for Highway 47 and Quince Street and those funds will not be expended this year.

The Pre-Audited Ending Fund Balance for the Street Fund is \$1,043,725.

Sewer Fund



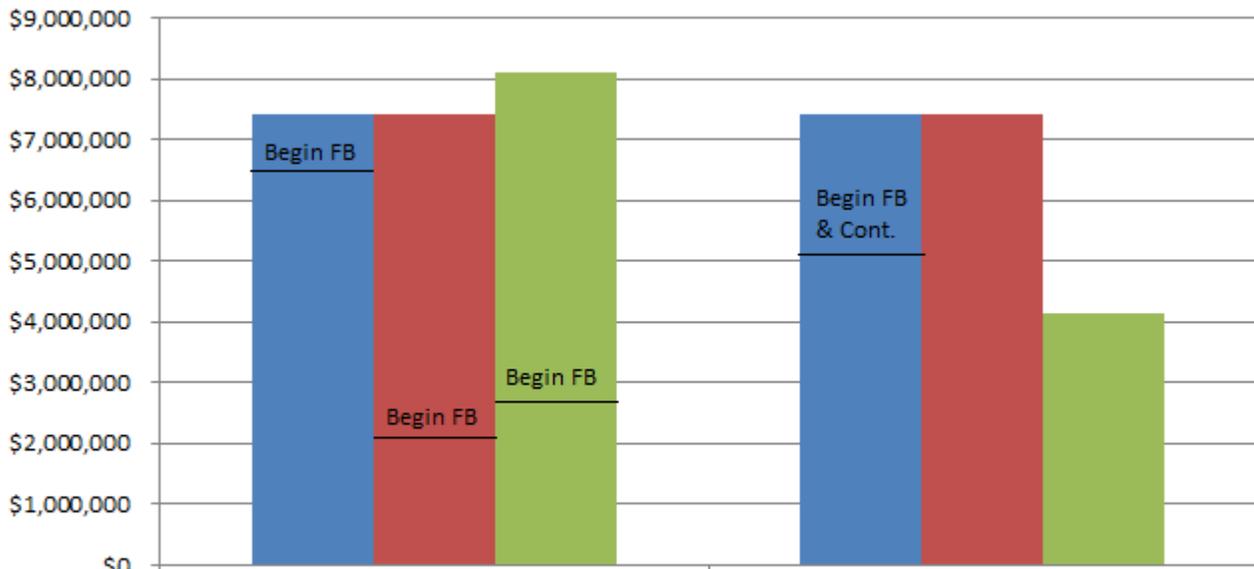
The Sewer Fund records revenues and expenditures for operating the sewer utility. A large part of the sewer utility is treating the sewage and conveying it to the waste water treatment plant. Clean Water Services (CWS) is responsible for treating the sewage and for the large trunk lines that convey it. 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 fiscal year in the Sewer Fund are above target when compared to the quarterly allotment and originally budgeted amounts.

The expenditures through the end of the fiscal year came in under budget by about \$67,000. This is due mainly to less-than-expected expenses in Sewer Construction and Wages. Bank Service Fees are overspent due to increased use of Credit & Debit card use when paying utility bills. Also, the Intergovernmental Services line item is overspent. These will be absorbed, however, by other underspent line items within the fund.

The Pre-Audited Ending Fund Balance for the Sewer Fund is \$2,472,985.

Water Fund



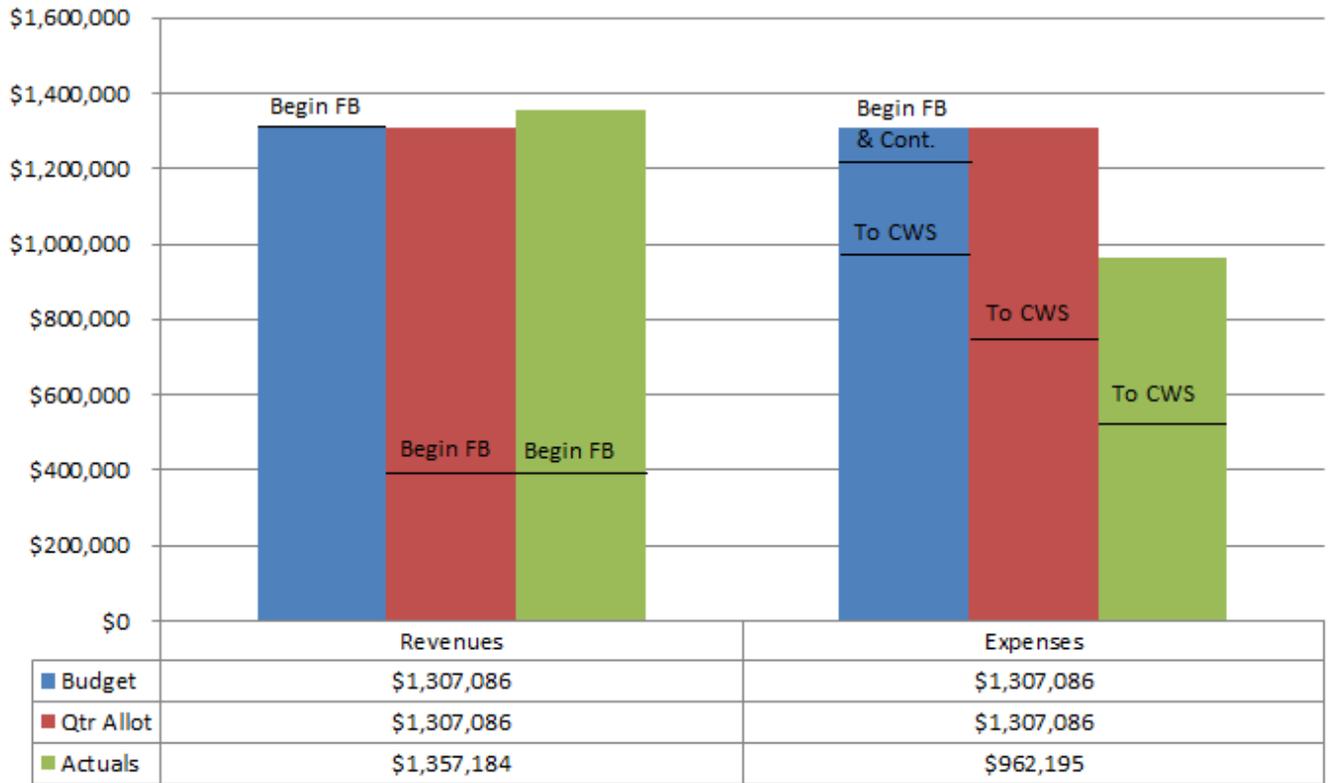
	Revenues	Expenses
Budget	\$7,402,186	\$7,402,185
Qtr Allot	\$7,402,186	\$7,402,185
Actuals	\$8,113,855	\$4,138,144

The revenues received through end of the fiscal year in the Water Fund are above originally budgeted amounts, due principally to two 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 2013 quarterly report was presented; and 2) water sales and connection charges this year came in over budget in all classes of services. One line item of revenue, "Other" is up 321% because it received a payment of \$14,500 from the Fire Department to install a fire hydrant at the building.

The overall expenditures came in under budget on a number of specific line items. Some overages were seen but mainly due to refunding bonds and interest payments.

The Pre-Audited Ending Fund Balance for the Water Fund is \$3,975,711.

Surface Water Fund



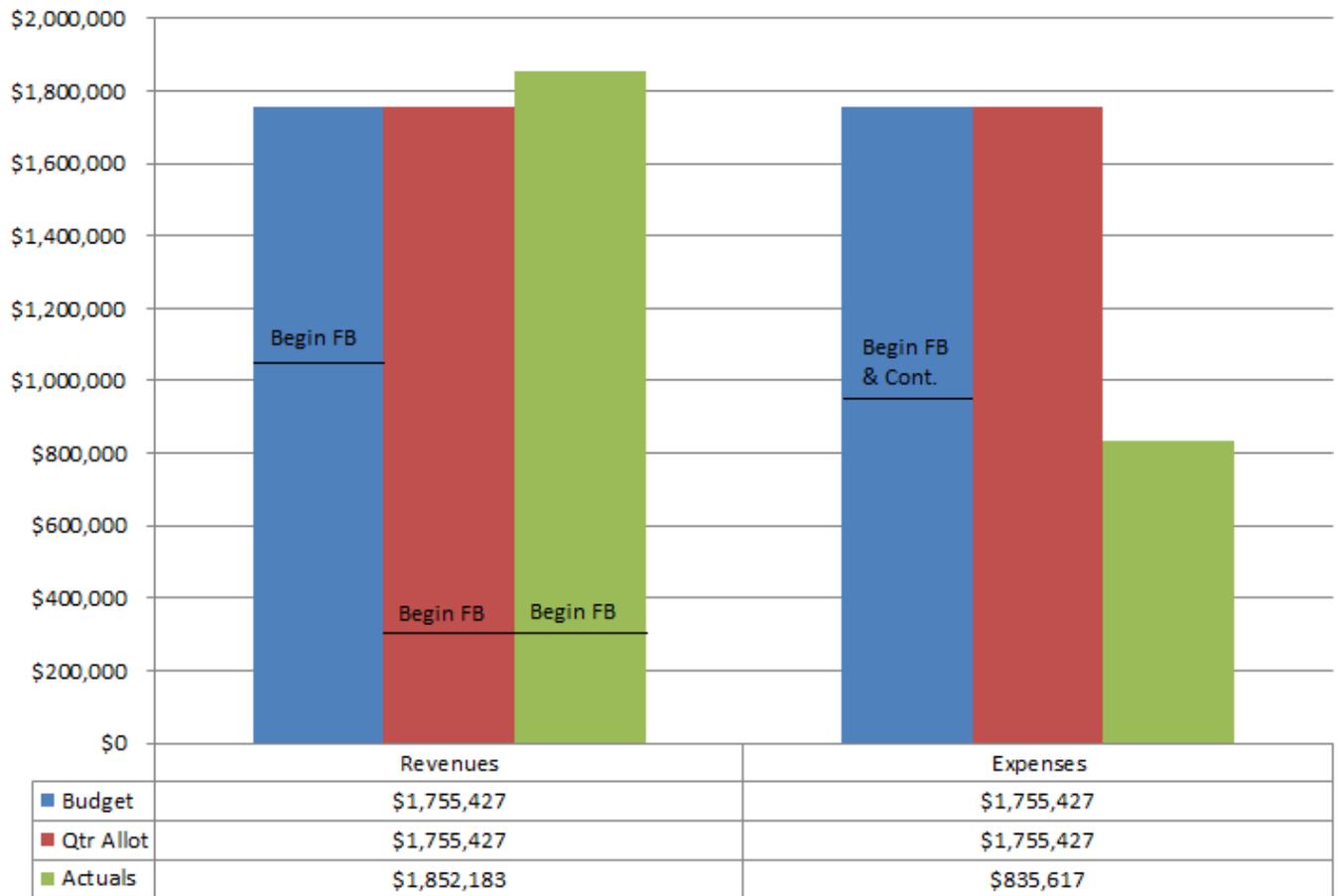
The Surface Water Management Fund (SWM) records revenues and expenditures of operating the surface water utility – which is managing rain run off and storm water run off. A portion of managing surface water is regional in nature, relating to keeping the Tualatin River healthy. CWS is responsible for 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 end of the fiscal year were about 4% (roughly \$50,000) more than originally anticipated.

Overall, the expenditures are below the budgeted amounts by about \$67,000. This is primarily due to less-than-expected expenses in Intergovernmental Services and Storm Sewer Construction.

The Pre-Audited Ending Fund Balance for the Surface Water Fund is \$394,989.

Equipment Fund



The revenues received through the end of the fiscal year are roughly 6% higher than originally budgeted. This is due primarily to more revenue from Light/Fire Maintenance, Sale of Gas/Oil, and Sale of Equipment by the City.

Expenditures came in about 9% (\$77,908) under expected budget amounts. This is due primarily to fewer expenses in Maintenance & Operating Supplies, External Maintenance, and Fuel/Oil.

The Pre-Audited Ending Fund Balance for the Equipment Fund is \$1,016,566.

Other Funds

Brief comments are included here on other funds that have activity to note.

System Development Funds

The revenue for the Transportation Development Tax Fund, the Water System Development Charge Fund, the Sewer System Development Tax Fund, and the Parks Acquisition & Development Tax Fund are all significantly over the annual revenue budgeted for FY 2013-14 due to construction activity.

The Sewer SDC Fund would have incurred a large over-expenditure due to the under-budgeting of the Sewer SDC that were due to Clean Water Services and the payment of \$260,397 to Clean Water Services for the 23rd Avenue I&I remediation project. To prevent the over-expenditure, the payment for the I&I Project was made out of Capital Outlay appropriations in the Capital Projects Fund, Fund 330. The budget for the Sewer SDC Fund for FY 2015-16 will include an appropriation to reimburse the Capital Projects Fund for that expense.

Fund 225 – Fire Equipment Replacement Fund (FERF):

The FERG includes budget authority of \$275,000 to purchase a Water Tender which has been ordered. The City paid 80% of its cost of the Water Tender and the Fire District has paid for 80% of its half of the costs. However, delivery will not occur until early in next fiscal year so the remaining 20% of the Water Tender is being budgeted in FY 2014-15.

Fund 270 – Major Maintenance Fund:

The costs incurred in the current fiscal year have been to paint the remainder of the Aquatic Center, replace three HVAC units at the Library, replace a portion of the HVAC system at City Hall, replace flooring in the Police Sallyport, and replace an HVAC unit at the Fire Department.

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 is happy to answer any questions that may come up.

The first column of dollar figures represents the annual budget amount. The next column represents YTD Activity. The third column of dollar figures shows the remaining budget available for that line item for the rest of the fiscal year. The last column shows the YTD Activity spent as a percentage of the annual amount budgeted.

100 - General Fund

Department #11 - Legislative & Executive

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440029	General Fund Spt Svc (522023)	330,092	330,092	0	100%
472005	Miscellaneous	0	200	200	0%
	REVENUES TOTAL	330,092	330,292	200	100%
EXPENDITURES					
511005	Regular Employee Wages	(283,898)	(273,325)	10,573	96%
511010	Part-Time Employee Wages	(9,000)	(9,048)	(48)	101%
512005	Health & Dental Benefits	(57,165)	(57,316)	(151)	100%
512008	Health Reimb Arrangement	(2,693)	(2,793)	(100)	104%
512010	Retirement	(58,970)	(59,309)	(339)	101%
512015	FICA	(21,642)	(20,601)	1,041	95%
512020	Workers Comp	(347)	(347)	0	100%
512025	Other Benefits	(1,722)	(7,966)	(6,244)	463%
512030	Other Payroll Taxes	(2,073)	(2,460)	(387)	119%
520110	Operating Supplies	(750)	(880)	(130)	117%
520120	Organization Business Expense	(8,000)	(9,422)	(1,422)	118%
520180	Subscriptions & Books	(100)	(51)	49	51%
520220	Small Equipment	(1,500)	(1,250)	250	83%
520503	Printing	(2,300)	(2,951)	(651)	128%
520506	Postage	(500)	(464)	37	93%
520509	Telephone	(452)	(399)	53	88%
520521	Public Information	(9,020)	(8,842)	178	98%
520524	Publications	(60)	(26)	34	43%
520530	Memberships	(4,657)	(4,482)	175	96%
520563	Sister City Contribution	(6,800)	(6,754)	46	99%
520578	Insurance & Bonds	(365)	(365)	0	100%
521003	Training/Conferences	(9,270)	(9,990)	(720)	108%
521004	Legislative Conferences & Trainin	(18,500)	(13,844)	4,656	75%
521006	Travel	(200)	(49)	151	25%
521150	Professional Services	(1,000)	(872)	128	87%
522003	Equipment Maint & Oper Supplies	(500)	(499)	1	100%
522012	Fuel/Oil	0	(158)	(158)	0%
522021	Equipment Fund Charges	(720)	(720)	0	100%
522022	Information Systems Fund Charge	(1,688)	(1,688)	0	100%
	EXPENDITURES TOTAL	(503,892)	(496,869)	7,023	99%
	Department Net Totals	(173,800)	(166,577)		

100 - General Fund

Department #12 - Administration Services

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
430455	Metro Cleanup Grant	833	1,093	260	131%
440022	Lien Searches	13,000	15,637	2,637	120%
440025	Copy Service	278	264	(14)	95%
440028	Passport Execution Fee	8,800	8,700	(100)	99%
440029	General Fund Spt Svc (522023)	1,852,428	1,852,428	0	100%
440030	Reserved Parking	1,020	1,320	300	129%
440040	New Account Set-Up Fee	26,000	29,784	3,784	115%
440042	Door Hanger Fee	23,500	29,787	6,287	127%
440044	Online Phone Pymt Convenience	0	407	407	0%
440501	Bond Issuance Fees	0	42,230	42,230	0%
450055	Business License Late Fees	0	29	29	0%
450056	Business License	40,000	36,288	(3,713)	91%
450057	Other	1,000	0	(1,000)	0%
472005	Miscellaneous	4,500	1,926	(2,574)	43%
480006	Reimbursements	12,500	951	(11,549)	8%
	REVENUES TOTAL	1,983,859	2,020,844	36,985	102%
EXPENDITURES					
511005	Regular Employee Wages	(845,939)	(843,001)	2,938	100%
511010	Part-Time Employee Wages	(133,681)	(145,777)	(12,096)	109%
511015	Overtime	0	(328)	(328)	0%
511020	Temporary Employee Wages	(4,585)	0	4,585	0%
511021	Unemployment Compensation	0	(352)	(352)	0%
512005	Health & Dental Benefits	(304,976)	(309,063)	(4,087)	101%
512008	Health Reimb Arrangement	(9,934)	(10,747)	(813)	108%
512010	Retirement	(195,969)	(169,948)	26,021	87%
512015	FICA	(75,292)	(75,486)	(194)	100%
512020	Workers Comp	(5,015)	(5,017)	(2)	100%
512025	Other Benefits	(5,960)	(8,712)	(2,752)	146%
512030	Other Payroll Taxes	(7,478)	(7,691)	(213)	103%
520110	Operating Supplies	(6,000)	(5,033)	967	84%
520120	Organization Business Expense	(3,150)	(4,202)	(1,052)	133%
520150	Utilities	(10,977)	(13,337)	(2,360)	122%
520180	Subscriptions & Books	(400)	(741)	(341)	185%
520190	Computer Software	0	(679)	(679)	0%
520200	Computer Software Maintenance	(62,658)	(62,305)	353	99%
520220	Small Equipment	(1,200)	(1,972)	(772)	164%
520503	Printing	(17,870)	(18,868)	(998)	106%
520506	Postage	(70,000)	(65,655)	4,345	94%
520509	Telephone	(5,450)	(3,978)	1,472	73%
520521	Public Information	(2,850)	(1,134)	1,716	40%
520524	Publications	(1,297)	(106)	1,191	8%
520530	Memberships	(20,196)	(19,677)	519	97%
520533	Recruiting Expenses	(2,500)	(6,554)	(4,054)	262%
520557	Intergovernmental Services	(12,357)	(12,869)	(512)	104%
520560	Senior Center	(27,500)	(25,729)	1,771	94%
520578	Insurance & Bonds	(8,749)	(9,125)	(376)	104%
521003	Training/Conferences	(25,000)	(18,604)	6,396	74%
521006	Travel	(1,650)	(1,948)	(298)	118%
521113	Attorney Services	(54,500)	(25,649)	28,851	47%
521150	Professional Services	(37,200)	(13,720)	23,480	37%
521165	Contracts for Services	(6,000)	(6,780)	(780)	113%

100 - General Fund**Department #12 - Administration Services**

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
521168	Misc Medical Services	0	(157)	(157)	0%
521171	Financial Services, Auditing, Inves	(29,570)	(29,179)	391	99%
521172	Bank Service Fees	(1,300)	(1,451)	(151)	112%
522003	Equipment Maint & Oper Supplies	(31,720)	(20,387)	11,333	64%
522021	Equipment Fund Charges	(7,982)	(7,982)	0	100%
522022	Information Systems Fund Charge	(72,383)	(72,383)	0	100%
522303	Custodial	(5,900)	(9,697)	(3,797)	164%
522306	Rents & Leases	(1,100)	(628)	472	57%
522309	Building/Facility Rental	(21,860)	(21,860)	0	100%
522312	Facility Maintenance Supplies	(12,300)	(14,368)	(2,068)	117%
522315	Facility Mnt/Repairs	(92,500)	(93,040)	(540)	101%
	EXPENDITURES TOTAL	(2,242,948)	(2,165,918)	77,030	97%
	Department Net Totals	(259,089)	(145,075)		

100 - General Fund

Department #13 - Municipal Court

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
460115	Parking Fines (PK)	12,250	15,350	3,100	125%
460120	Traffic Fines (TR)	196,250	234,139	37,889	119%
460121	Cornelius Court Revenue	278,814	326,490	47,676	117%
460125	PD Ordinance Fines	1,250	2,183	933	175%
460130	Marijuana Fines/Fees (ML)	4,350	7,250	2,900	167%
460135	Minor in Possession Fines/Fees (I	3,750	9,473	5,723	253%
480006	Reimbursements	2,067	5,315	3,248	257%
	REVENUES TOTAL	498,731	600,200	101,469	120%
EXPENDITURES					
511005	Regular Employee Wages	(96,763)	(98,796)	(2,033)	102%
511010	Part-Time Employee Wages	(18,480)	(11,280)	7,200	61%
512005	Health & Dental Benefits	(35,102)	(35,925)	(823)	102%
512008	Health Reimb Arrangement	(956)	(1,264)	(308)	132%
512010	Retirement	(17,268)	(17,556)	(288)	102%
512015	Fica	(8,816)	(8,253)	563	94%
512020	Workers Comp	(146)	(146)	0	100%
512025	Other Benefits	(701)	(856)	(155)	122%
512030	Other Payroll Taxes	(867)	(854)	13	98%
520110	Operating Supplies	(1,000)	(809)	191	81%
520120	Organization Business Expense	(200)	(117)	83	59%
520190	Computer Software	(13,000)	0	13,000	0%
520200	Computer Software Maintenance	(6,813)	(6,632)	181	97%
520220	Small Equipment	(200)	0	200	0%
520503	Printing	(400)	(49)	351	12%
520506	Postage	(1,240)	(1,801)	(561)	145%
520509	Telephone	(250)	(134)	116	53%
520521	Public Information	(100)	0	100	0%
520524	Publications	(500)	(140)	360	28%
520530	Memberships	(195)	(195)	0	100%
520539	Assessment - County	(21,125)	(34,264)	(13,139)	162%
520557	Intergovernmental Services	(81,986)	(84,425)	(2,439)	103%
520566	Assessment - State	(175,961)	(160,572)	15,389	91%
520578	Insurance & Bonds	(328)	(328)	0	100%
521003	Training/Conferences	(2,600)	(1,892)	708	73%
521150	Professional Services	(6,900)	(4,091)	2,809	59%
521172	Bank Service Fees	(1,620)	(3,315)	(1,695)	205%
522022	Information Systems Fund Charge	(4,984)	(4,984)	0	100%
522309	Building/Facility Rental	(784)	(784)	0	100%
	EXPENDITURES TOTAL	(499,285)	(479,462)	19,823	96%
	Department Net Totals	(554)	120,739		

100 - General Fund

Department #14 - Library

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420035	W.C.C.L.S.	695,705	699,114	3,409	100%
430601	Public Library Support Grant	3,000	3,489	489	116%
440019	WCCLS Collection Agency Chrg	750	810	60	108%
440021	Library Charges	4,400	5,061	661	115%
440023	Print Fees	2,800	3,857	1,057	138%
440025	Copy Service	1,226	1,616	390	132%
440301	Rental Income	1,100	1,239	139	113%
460500	Library Late Fines	25,000	24,747	(253)	99%
471020	Unrestricted Donations	0	131	131	0%
471021	Donations	200	0	(200)	0%
471022	Restricted Library Memorials	500	1,445	945	289%
	REVENUES TOTAL	734,681	741,510	6,829	101%
EXPENDITURES					
511005	Regular Employee Wages	(366,782)	(356,202)	10,580	97%
511010	Part-Time Employee Wages	(255,452)	(254,358)	1,094	100%
511020	Temporary Employee Wages	0	(7,806)	(7,806)	0%
512005	Health & Dental Benefits	(98,403)	(92,374)	6,029	94%
512008	Health Reimb Arrangement	(4,562)	(5,281)	(719)	116%
512010	Retirement	(79,255)	(68,101)	11,154	86%
512015	FICA	(47,600)	(44,576)	3,024	94%
512020	Workers Comp	(740)	(740)	0	100%
512025	Other Benefits	(3,389)	(2,773)	616	82%
512030	Other Payroll Taxes	(4,699)	(4,776)	(77)	102%
520110	Operating Supplies	(5,500)	(8,331)	(2,831)	151%
520120	Organization Business Expense	(200)	(176)	24	88%
520140	Library Materials	(79,850)	(81,038)	(1,188)	101%
520150	Utilities	(1,756)	(3,801)	(2,045)	216%
520220	Small Equipment	(1,500)	(293)	1,207	20%
520503	Printing	0	0	0	0%
520506	Postage	(1,900)	(1,457)	443	77%
520509	Telephone	(1,296)	(1,315)	(19)	101%
520521	Public Information	(800)	(463)	337	58%
520530	Memberships	(750)	(195)	555	26%
520557	Intergovernmental Services	(2,500)	(1,926)	574	77%
520578	Insurance & Bonds	(7,395)	(7,395)	0	100%
521003	Training/Conferences	(2,250)	(332)	1,918	15%
521006	Travel	(500)	0	500	0%
521150	Professional Services	0	(139)	(139)	0%
521165	Contracts for Services	(6,000)	(4,475)	1,525	75%
521172	Bank Service Fees	(564)	(1,147)	(583)	203%
522003	Equipment Maint & Oper Supplies	(5,180)	(3,910)	1,270	75%
522021	Equipment Fund Charges	(720)	(720)	0	100%
522022	Information Systems Fund Charge	(20,943)	(20,943)	0	100%
522312	Facility Maintenance Supplies	(4,400)	(4,855)	(455)	110%
522315	Facility Mnt/Repairs	(4,450)	(3,747)	703	84%
	EXPENDITURES TOTAL	(1,009,336)	(983,643)	25,693	97%
	Department Net Totals	(274,655)	(242,134)		

100 - General Fund

Department #15 - Aquatics

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440004	Swimming Pool	291,000	283,999	(7,001)	98%
440010	Lockers/Vending Machines	12,000	12,102	102	101%
	REVENUES TOTAL	303,000	296,101	(6,899)	98%
EXPENDITURES					
511005	Regular Employee Wages	(134,532)	(134,732)	(200)	100%
511010	Part-Time Employee Wages	(196,042)	(177,111)	18,931	90%
512005	Health & Dental Benefits	(37,351)	(33,872)	3,479	91%
512008	Health Reimb Arrangement	(1,846)	(2,201)	(355)	119%
512010	Retirement	(28,793)	(28,959)	(166)	101%
512015	FICA	(25,595)	(23,175)	2,420	91%
512020	Workers Comp	(6,004)	(6,004)	0	100%
512025	Other Benefits	(1,863)	(1,447)	416	78%
512030	Other Payroll Taxes	(2,638)	(2,535)	103	96%
520110	Operating Supplies	(29,150)	(26,348)	2,802	90%
520120	Organization Business Expense	(400)	(225)	175	56%
520130	Personnel Uniforms & Equipment	(300)	(609)	(309)	203%
520150	Utilities	(86,000)	(63,514)	22,486	74%
520220	Small Equipment	(5,450)	(11,314)	(5,864)	208%
520503	Printing	(2,600)	(2,182)	418	84%
520506	Postage	(500)	(340)	160	68%
520509	Telephone	(600)	(800)	(200)	133%
520521	Public Information	(1,200)	(3,054)	(1,854)	255%
520530	Memberships	(250)	(200)	50	80%
520557	Intergovernmental Services	(1,300)	(1,271)	29	98%
520578	Insurance & Bonds	(6,312)	(6,312)	0	100%
521003	Training/Conferences	(1,950)	(2,374)	(424)	122%
521150	Professional Services	(1,000)	(1,642)	(642)	164%
521172	Bank Service Fees	0	(2,443)	(2,443)	0%
522003	Equipment Maint & Oper Supplies	(1,550)	(92)	1,458	6%
522021	Equipment Fund Charges	(842)	(842)	0	100%
522022	Information Systems Fund Charge	(3,452)	(3,452)	0	100%
522312	Facility Maintenance Supplies	(12,500)	(9,513)	2,987	76%
522315	Facility Mnt/Repairs	(28,750)	(27,203)	1,547	95%
	EXPENDITURES TOTAL	(618,770)	(573,765)	45,005	93%
	Department Net Totals	(315,770)	(277,664)		

100 - General Fund

Department #16 - Parks & Recreation

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440007	Recreation User Fees	40,000	40,091	91	100%
440029	General Fund Spt Svc (522023)	92,175	92,175	0	100%
471020	Unrestricted Donations	500	1,500	1,000	300%
	REVENUES TOTAL	132,675	133,766	1,091	101%
EXPENDITURES					
511005	Regular Employee Wages	(269,403)	(269,864)	(461)	100%
511010	Part-Time Employee Wages	(18,960)	(12,742)	6,218	67%
511020	Temporary Employee Wages	(37,133)	(17,643)	19,490	48%
511021	Unemployment Compensation	0	(2,245)	(2,245)	0%
512005	Health & Dental Benefits	(61,075)	(57,886)	3,189	95%
512008	Health Reimb Arrangement	(2,855)	(3,181)	(326)	111%
512010	Retirement	(58,370)	(58,865)	(495)	101%
512015	FICA	(25,283)	(22,812)	2,471	90%
512020	Workers Comp	(7,025)	(7,025)	0	100%
512025	Other Benefits	(1,528)	(2,013)	(485)	132%
512030	Other Payroll Taxes	(2,504)	(2,328)	176	93%
520110	Operating Supplies	(2,650)	(535)	2,115	20%
520120	Organization Business Expense	(100)	(86)	14	86%
520130	Personnel Uniforms & Equipment	(2,300)	(1,457)	843	63%
520150	Utilities	(5,574)	(6,739)	(1,165)	121%
520220	Small Equipment	(8,350)	(6,301)	2,049	75%
520503	Printing	0	(4)	(4)	0%
520506	Postage	(150)	0	150	0%
520509	Telephone	(2,735)	(822)	1,913	30%
520521	Public Information	(100)	(520)	(420)	520%
520530	Memberships	(1,670)	(1,244)	426	74%
520557	Intergovernmental Services	(450)	(208)	243	46%
520578	Insurance & Bonds	(2,050)	(2,050)	0	100%
521003	Training/Conferences	(2,075)	(1,393)	682	67%
521150	Professional Services	(11,300)	(6,314)	4,986	56%
521168	Misc Medical Services	0	(838)	(838)	0%
522003	Equipment Maint & Oper Supplies	(3,000)	(652)	2,348	22%
522012	Fuel/Oil	(500)	(511)	(11)	102%
522021	Equipment Fund Charges	(84,945)	(84,945)	0	100%
522022	Information Systems Fund Charge	(1,685)	(1,685)	0	100%
522306	Rents & Leases	(500)	(425)	75	85%
522312	Facility Maintenance Supplies	(23,700)	(14,777)	8,923	62%
522315	Facility Mnt/Repairs	(19,500)	(4,106)	15,394	21%
	EXPENDITURES TOTAL	(657,470)	(592,215)	65,255	90%
	Department Net Totals	(524,795)	(458,449)		

100 - General Fund

Department #18 - Non-Departmental

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
411003	Property Taxes	4,696,904	4,838,544	141,640	103%
411010	Local Option Levy	1,899,946	1,956,820	56,874	103%
411150	Property Tax Prior Years	110,000	147,762	37,762	134%
413001	Franchise Tax	557,811	537,140	(20,671)	96%
420020	State Revenue Sharing	199,500	205,209	5,709	103%
420055	Metro Construction Excise Tax	60,000	2,329	(57,671)	4%
422045	Transient Room Tax	55,500	72,333	16,833	130%
422055	SD15 Construction Excise Tax	350,000	11,269	(338,732)	3%
470105	Interest	56,000	48,375	(7,625)	86%
480050	In-Lieu of Tax	1,025,179	1,025,179	0	100%
481005	Transfer from Other Funds	836,750	830,000	(6,750)	99%
495005	Fund Bal Avail. for Approp.	3,904,737	4,238,415	333,678	109%
	REVENUES TOTAL	13,752,327	13,913,373	161,046	101%
EXPENDITURES					
520547	Metro Construction Excise Tax	(57,000)	0	57,000	0%
520549	SD15 Construction Excise Tax Pa	(336,000)	0	336,000	0%
580206	Contingency	(1,139,991)	0	1,139,991	0%
590304	Unapp Fund Balance	(3,701,750)	0	3,701,750	0%
	EXPENDITURES TOTAL	(5,234,741)	0	5,234,741	0%
	Department Net Totals	8,517,586	13,913,373		

100 - General Fund

Department #21 - Police

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420005	Alcoholic Beverages	285,000	307,523	22,523	108%
430328	Justice Assistance Grant	0	452	452	0%
430329	SPF SIG Grant	4,500	2,288	(2,212)	51%
430335	DEC/DUII Police Grant	3,000	20	(2,980)	1%
440025	Copy Service	3,570	3,321	(249)	93%
450050	Liquor Licenses	2,500	3,598	1,098	144%
450051	Police Permits	100	99	(1)	99%
450057	Other	0	356	356	0%
450225	Impound Fees	300	325	25	108%
460105	State Court Fines	35,000	37,593	2,593	107%
460116	Immobilization Fees	0	65	65	0%
471021	Donations	0	500	500	0%
472005	Miscellaneous	0	91	91	0%
480006	Reimbursements	0	10,674	10,674	0%
480009	TriMet Officer Reimbursement	121,609	119,683	(1,926)	98%
480010	SRO Reimbursement	58,659	58,659	0	100%
480011	Overtime Reimbursement	0	98	98	0%
	REVENUES TOTAL	514,238	545,343	31,105	106%
EXPENDITURES					
511005	Regular Employee Wages	(2,488,603)	(2,401,897)	86,706	97%
511010	Part-Time Employee Wages	(25,260)	(32,171)	(6,911)	127%
511015	Overtime	(155,548)	(175,179)	(19,631)	113%
511021	Unemployment Compensation	(21,770)	0	21,770	0%
512005	Health & Dental Benefits	(543,396)	(545,133)	(1,737)	100%
512008	Health Reimb Arrangement	(32,739)	(56,896)	(24,157)	174%
512010	Retirement	(484,975)	(465,185)	19,790	96%
512015	FICA	(201,709)	(197,338)	4,371	98%
512020	Workers Comp	(64,690)	(64,690)	0	100%
512025	Other Benefits	(14,856)	(20,168)	(5,312)	136%
512030	Other Payroll Taxes	(19,610)	(19,818)	(208)	101%
520110	Operating Supplies	(24,885)	(24,314)	571	98%
520120	Organization Business Expense	(2,705)	(3,007)	(302)	111%
520130	Personnel Uniforms & Equipment	(20,760)	(19,338)	1,422	93%
520150	Utilities	(3,048)	(4,693)	(1,645)	154%
520190	Computer Software	(50)	0	50	0%
520220	Small Equipment	(11,020)	(4,988)	6,032	45%
520225	Reserve Officer Expenses	(4,000)	(1,503)	2,497	38%
520270	Miscellaneous	(500)	(760)	(260)	152%
520274	Hands and Words Project	(3,273)	(200)	3,073	6%
520503	Printing	(3,150)	(2,231)	919	71%
520506	Postage	(1,500)	(1,897)	(397)	126%
520509	Telephone	(15,825)	(22,214)	(6,389)	140%
520518	Volunteer Reimbursable Expens	(300)	(75)	225	25%
520521	Public Information	(2,985)	(2,551)	434	85%
520524	Publications	(1,555)	(787)	768	51%
520530	Memberships	(2,100)	(780)	1,320	37%
520557	Intergovernmental Services	(9,770)	(9,553)	218	98%
520558	WCCCA	(191,878)	(195,223)	(3,345)	102%
520578	Insurance & Bonds	(28,469)	(28,469)	0	100%
521003	Training/Conferences	(25,200)	(28,330)	(3,130)	112%
521150	Professional Services	(3,925)	(3,836)	89	98%

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

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
521168	Misc Medical Services	(2,950)	(3,015)	(65)	102%
522003	Equipment Maint & Oper Supplies	(2,350)	(5,912)	(3,562)	252%
522009	Vehicle Maint & Oper Supplies	(1,000)	(2,298)	(1,298)	230%
522010	Vehicle Maint External	(500)	(1,152)	(652)	230%
522012	Fuel/Oil	(100)	(472)	(372)	472%
522021	Equipment Fund Charges	(201,010)	(201,010)	0	100%
522022	Information Systems Fund Charge	(23,355)	(23,955)	(600)	103%
522306	Rents & Leases	(6,060)	(8,203)	(2,143)	135%
522312	Facility Maintenance Supplies	(1,600)	(3,001)	(1,401)	188%
522315	Facility Mnt/Repairs	(3,516)	(6,921)	(3,405)	197%
550181	Major Tools & Work Equipment	(10,800)	(10,541)	259	98%
	EXPENDITURES TOTAL	(4,663,295)	(4,599,702)	63,593	99%
	Department Net Totals	(4,149,057)	(4,054,360)		

100 - General Fund

Department #22 - Fire

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420015	Cigarette	28,380	29,887	1,507	105%
420050	Rural Fire District	479,777	343,557	(136,220)	72%
420065	State Fire Conflagration Reimburs	56,056	54,056	(2,000)	96%
430214	Homeland Security Grant	0	75,130	75,130	0%
440025	Copy Service	130	153	23	118%
472005	Miscellaneous	0	4,216	4,216	0%
480008	Cornelius Fire Chief Reimburseme	44,765	53,134	8,369	119%
480015	Fire Dept Reimbursement	5,500	21,104	15,604	384%
480017	Fire Dept Inspection Reimburseme	5,740	0	(5,740)	0%
REVENUES TOTAL		620,348	581,236	(39,112)	94%
EXPENDITURES					
511005	Regular Employee Wages	(1,496,723)	(1,467,865)	28,858	98%
511010	Part-Time Employee Wages	(17,680)	(18,768)	(1,088)	106%
511015	Overtime	(93,700)	(111,943)	(18,243)	119%
511019	Volunteer Firefighter Stipend	(62,880)	(67,076)	(4,196)	107%
511020	Temporary Employee Wages	(20,000)	(11,391)	8,609	57%
511021	Unemployment Compensation	0	(1,621)	(1,621)	0%
512005	Health & Dental Benefits	(335,539)	(321,983)	13,556	96%
512008	Health Reimb Arrangement	(13,876)	(15,298)	(1,422)	110%
512010	Retirement	(316,330)	(281,475)	34,855	89%
512015	FICA	(126,060)	(124,676)	1,384	99%
512020	Workers Comp	(26,958)	(26,958)	0	100%
512025	Other Benefits	(9,193)	(13,594)	(4,401)	148%
512030	Other Payroll Taxes	(12,268)	(12,813)	(545)	104%
512035	Volunteer Fringe Benefits	(2,646)	(3,064)	(418)	116%
520110	Operating Supplies	(16,000)	(15,132)	868	95%
520120	Organization Business Expense	(4,300)	(3,553)	747	83%
520130	Personnel Uniforms & Equipment	(15,000)	(14,104)	896	94%
520150	Utilities	(26,953)	(19,365)	7,588	72%
520190	Computer Software	0	(439)	(439)	0%
520200	Computer Software Maintenance	0	(2,500)	(2,500)	0%
520220	Small Equipment	(9,000)	(8,713)	287	97%
520230	Tools- 50/50	(104,800)	(97,581)	7,219	93%
520300	Emergency Operations Center	(3,100)	(1,196)	1,904	39%
520503	Printing	(500)	(226)	274	45%
520506	Postage	(700)	(636)	64	91%
520509	Telephone	(4,500)	(6,186)	(1,686)	137%
520521	Public Information	(1,800)	(1,488)	312	83%
520524	Publications	(1,490)	(2,093)	(603)	140%
520530	Memberships	(1,000)	(1,407)	(407)	141%
520557	Intergovernmental Services	(1,400)	(1,364)	36	97%
520558	WCCCA	(164,730)	(163,247)	1,483	99%
520578	Insurance & Bonds	(27,115)	(27,115)	0	100%
521003	Training/Conferences	(27,000)	(23,841)	3,159	88%
521150	Professional Services	(29,040)	(28,518)	522	98%
521168	Misc Medical Services	(26,000)	(17,235)	8,765	66%
522003	Equipment Maint & Oper Supplies	(6,000)	(7,212)	(1,212)	120%
522009	Vehicle Maint & Oper Supplies	(50,000)	(56,043)	(6,043)	112%
522012	Fuel/Oil	(29,645)	(32,106)	(2,461)	108%
522021	Equipment Fund Charges	(4,342)	(4,342)	0	100%
522022	Information Systems Fund Charge	(18,101)	(18,101)	0	100%

100 - General Fund

Department #22 - Fire

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
522303	Custodial	(1,000)	(117)	883	12%
522312	Facility Maintenance Supplies	(3,000)	(5,780)	(2,780)	193%
522315	Facility Mnt/Repairs	(9,500)	(11,908)	(2,408)	125%
550181	Major Tools & Work Equipment	(17,500)	(16,340)	1,160	93%
	EXPENDITURES TOTAL	(3,137,369)	(3,066,415)	70,954	98%
	Department Net Totals	(2,517,021)	(2,485,179)		

100 - General Fund

Department #31 - Planning

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
430460	SHPO Grant	12,800	0	(12,800)	0%
430587	Grant Match - Other Agencies	15,000	74,390	59,390	496%
440020	Code Enforcement Revenue	1,500	1,194	(306)	80%
440025	Copy Service	84	131	47	156%
440029	General Fund Spt Svc (522023)	73,546	73,546	0	100%
450054	Metro Business License	10,500	13,667	3,167	130%
450101	Planning Fees	48,000	68,307	20,307	142%
471021	Donations	0	485	485	0%
	REVENUES TOTAL	161,430	231,720	70,290	144%
EXPENDITURES					
511005	Regular Employee Wages	(225,288)	(226,321)	(1,033)	100%
512005	Health & Dental Benefits	(33,865)	(33,921)	(56)	100%
512008	Health Reimb Arrangement	(2,240)	(2,088)	152	93%
512010	Retirement	(49,061)	(49,343)	(282)	101%
512015	FICA	(17,235)	(16,982)	253	99%
512020	Workers Comp	(303)	(303)	0	100%
512025	Other Benefits	(1,239)	(1,576)	(337)	127%
512030	Other Payroll Taxes	(1,663)	(1,715)	(52)	103%
520110	Operating Supplies	(2,112)	(803)	1,309	38%
520120	Organization Business Expense	(1,700)	(3,085)	(1,385)	181%
520170	Code Enforcement Expenditures	(4,500)	(3,475)	1,025	77%
520200	Computer Software Maintenance	(3,000)	(850)	2,150	28%
520503	Printing	(4,050)	(287)	3,763	7%
520506	Postage	(2,400)	(2,660)	(260)	111%
520509	Telephone	(850)	(531)	319	62%
520521	Public Information	(9,200)	(3,579)	5,621	39%
520524	Publications	(400)	(495)	(95)	124%
520530	Memberships	(2,600)	(1,445)	1,155	56%
520557	Intergovernmental Services	(11,700)	(157)	11,543	1%
520578	Insurance & Bonds	(469)	(469)	0	100%
521003	Training/Conferences	(1,300)	(552)	748	42%
521113	Attorney Services	(10,000)	(13,279)	(3,279)	133%
521150	Professional Services	(26,500)	(5,670)	20,830	21%
522003	Equipment Maint & Oper Supplies	(4,080)	(3,092)	988	76%
522021	Equipment Fund Charges	(1,999)	(1,999)	0	100%
522022	Information Systems Fund Charge	(3,946)	(3,946)	0	100%
522309	Building/Facility Rental	(1,573)	(1,573)	0	100%
523006	SHPO Grant Expense	(80)	(10,216)	(10,136)	#####%
	EXPENDITURES TOTAL	(423,353)	(390,411)	32,942	92%
	Department Net Totals	(261,923)	(158,691)		

100 - General Fund

Department #51 - Engineering

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440025	Copy Service	1,512	1,061	(451)	70%
440029	General Fund Spt Svc (522023)	563,748	563,748	0	100%
450122	Engineering Inspection Fees	33,000	84,052	51,052	255%
	REVENUES TOTAL	598,260	648,860	50,600	108%
EXPENDITURES					
511005	Regular Employee Wages	(344,514)	(327,940)	16,574	95%
511010	Part-Time Employee Wages	(32,554)	(42,887)	(10,333)	132%
511020	Temporary Employee Wages	0	(16,297)	(16,297)	0%
512005	Health & Dental Benefits	(72,751)	(65,578)	7,173	90%
512008	Health Reimb Arrangement	(3,390)	(3,388)	2	100%
512010	Retirement	(74,248)	(70,727)	3,521	95%
512015	FICA	(28,845)	(29,538)	(693)	102%
512020	Workers Comp	(3,003)	(3,003)	0	100%
512025	Other Benefits	(2,269)	(3,461)	(1,192)	153%
512030	Other Payroll Taxes	(2,793)	(2,980)	(187)	107%
520110	Operating Supplies	(2,500)	(2,349)	151	94%
520120	Organization Business Expense	(250)	(473)	(223)	189%
520130	Personnel Uniforms & Equipment	(500)	(85)	416	17%
520190	Computer Software	(3,000)	(637)	2,363	21%
520200	Computer Software Maintenance	0	(2,951)	(2,951)	0%
520220	Small Equipment	(3,300)	(112)	3,188	3%
520503	Printing	(2,100)	(1,203)	897	57%
520506	Postage	(550)	(380)	170	69%
520509	Telephone	(2,550)	(796)	1,754	31%
520521	Public Information	0	(484)	(484)	0%
520524	Publications	(990)	(92)	898	9%
520530	Memberships	(1,750)	(1,683)	67	96%
520557	Intergovernmental Services	(650)	(41)	609	6%
520578	Insurance & Bonds	(963)	(963)	0	100%
521003	Training/Conferences	(2,550)	(2,391)	159	94%
521113	Attorney Services	(3,000)	0	3,000	0%
521150	Professional Services	(18,520)	0	18,520	0%
522003	Equipment Maint & Oper Supplies	(4,060)	(4,339)	(279)	107%
522021	Equipment Fund Charges	(17,980)	(17,980)	0	100%
522022	Information Systems Fund Charge	(9,502)	(9,502)	0	100%
522306	Rents & Leases	(100)	0	100	0%
522312	Facility Maintenance Supplies	0	(308)	(308)	0%
522315	Facility Mnt/Repairs	0	(101)	(101)	0%
	EXPENDITURES TOTAL	(639,182)	(612,667)	26,515	96%
	Department Net Totals	(40,922)	36,194		

100 - General Fund

Department #51 - Engineering

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
	Fund Total Revenues	19,629,641	20,043,244		
	Fund Total Expenditures	(19,629,641)	(13,961,067)		
	Fund Net	0	6,082,178		

100 - General Fund

Department #51 - Engineering

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	%
					<i>Used</i>

205 - Building Permits Fund
Department #32 - Building Services
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440025	Copy Service	0	31	31	0%
450074	Structural Building Permits	325,007	363,947	38,940	112%
450076	Manufactured Home Permits	0	841	841	0%
450078	Plumbing Permits	74,870	109,800	34,930	147%
450080	Mechanical Permits	19,480	33,829	14,349	174%
450082	Structural State Surcharge	39,001	42,859	3,858	110%
450084	Manuf. Housing State Surcharge	0	87	87	0%
450086	Plumbing State Surcharge	8,984	13,226	4,242	147%
450088	Mechanical Plans St. Surcharge	2,338	4,088	1,750	175%
450106	Structural Plan Review Fees	191,520	225,413	33,893	118%
450108	Plumbing Plan Review Fees	4,450	9,715	5,265	218%
450110	Mechanical Plan Review Fees	1,500	6,204	4,704	414%
450112	FL&S Plan Review Fees	23,730	27,093	3,363	114%
450124	Erosion Control Fees	21,950	50,656	28,706	231%
450126	Misc - Reinspect & Invstg Fee	1,100	3,377	2,277	307%
450130	Cornelius Permit Revenue	50,000	0	(50,000)	0%
470105	Interest	4,000	5,902	1,902	148%
495005	Fund Bal Avail. for Approp.	850,808	998,775	147,967	117%
	REVENUES TOTAL	1,618,738	1,895,842	277,104	117%
EXPENDITURES					
511005	Regular Employee Wages	(308,513)	(263,577)	44,936	85%
511010	Part-Time Employee Wages	(12,572)	(6,657)	5,915	53%
511015	Overtime	0	(867)	(867)	0%
511020	Temporary Employee Wages	0	(9,215)	(9,215)	0%
512005	Health & Dental Benefits	(62,909)	(53,983)	8,926	86%
512008	Health Reimb Arrangement	(3,052)	(2,778)	274	91%
512010	Retirement	(57,050)	(52,384)	4,666	92%
512015	FICA	(24,563)	(20,655)	3,908	84%
512020	Workers Comp	(1,974)	(1,974)	0	100%
512025	Other Benefits	(1,747)	(2,028)	(281)	116%
512030	Other Payroll Taxes	(2,406)	(2,076)	330	86%
520110	Operating Supplies	(975)	(687)	288	70%
520120	Organization Business Expense	(300)	(562)	(262)	187%
520130	Personnel Uniforms & Equipment	0	(91)	(91)	0%
520190	Computer Software	(3,200)	(229)	2,971	7%
520220	Small Equipment	(100)	(612)	(512)	612%
520503	Printing	(1,000)	(1,279)	(279)	128%
520506	Postage	(200)	(369)	(169)	185%
520509	Telephone	(1,850)	(1,354)	496	73%
520521	Public Information	(150)	(151)	(1)	101%
520524	Publications	(1,500)	(1,343)	157	90%
520530	Memberships	(950)	(780)	170	82%
520533	Recruiting Expenses	0	(230)	(230)	0%
520557	Intergovernmental Services	(51,885)	(65,129)	(13,244)	126%
520578	Insurance & Bonds	(516)	(516)	0	100%
521003	Training/Conferences	(9,000)	(1,978)	7,022	22%
521113	Attorney Services	(3,000)	0	3,000	0%
521150	Professional Services	(18,800)	(19,122)	(322)	102%
521172	Bank Service Fees	(150)	(84)	66	56%
522003	Equipment Maint & Oper Supplies	(900)	(852)	48	95%

205 - Building Permits Fund

Department #32 - Building Services

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
522021	Equipment Fund Charges	(9,789)	(9,789)	0	100%
522022	Information Systems Fund Charge	(5,635)	(5,635)	0	100%
522023	General Fund Admin Services	(47,833)	(47,833)	0	100%
580206	Contingency	(230,000)	0	230,000	0%
590304	Unapp Fund Balance	(756,219)	0	756,219	0%
EXPENDITURES TOTAL		(1,618,738)	(574,819)	1,043,919	36%
Department Net Totals		0	1,321,023		
Fund Total Revenues		1,618,738	1,895,842		
Fund Total Expenditures		(1,618,738)	(574,819)		
Fund Net		0	1,321,023		

210 - Street Fund

Department #52 - Streets & Traffic

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420041	Washington County	0	262,889	262,889	0%
422015	State Gas Tax	1,198,241	1,252,449	54,208	105%
422025	County Gas Tax	83,430	80,624	(2,806)	97%
440172	Streetlight Fee	0	105,904	105,904	0%
440190	External Work Performed	1,000	796	(204)	80%
445010	Sale of Materials	0	149	149	0%
450057	Other	0	5,746	5,746	0%
450100	Street Improv Fee-N Central Proj	0	21,700	21,700	0%
450114	Street Improv Fee-Pac Cross-SG	0	2,340	2,340	0%
470105	Interest	2,810	2,375	(435)	85%
470131	Sidewalk Program Interest	0	2,257	2,257	0%
470132	Sidewalk Program Principal	0	19,983	19,983	0%
470133	Sidewalk Program Pymt in Full	100,000	48,883	(51,117)	49%
472030	Environmental Agreement Payme	0	9,125	9,125	0%
495005	Fund Bal Avail. for Approp.	562,028	492,866	(69,162)	88%
	REVENUES TOTAL	1,947,509	2,308,087	360,578	119%
EXPENDITURES					
511005	Regular Employee Wages	(216,511)	(197,752)	18,759	91%
511015	Overtime	(2,898)	(3,758)	(860)	130%
512005	Health & Dental Benefits	(55,306)	(56,157)	(851)	102%
512008	Health Reimb Arrangement	(1,716)	(2,145)	(429)	125%
512010	Retirement	(35,808)	(39,830)	(4,022)	111%
512015	FICA	(13,418)	(15,348)	(1,930)	114%
512020	Workers Comp	(6,309)	(6,309)	0	100%
512025	Other Benefits	(930)	(1,362)	(432)	146%
512030	Other Payroll Taxes	(1,328)	(1,378)	(50)	104%
520110	Operating Supplies	(2,000)	(1,809)	191	90%
520120	Organization Business Expense	(50)	(34)	17	67%
520130	Personnel Uniforms & Equipment	(3,000)	(2,075)	925	69%
520150	Utilities	(78,000)	(80,854)	(2,854)	104%
520190	Computer Software	(2,500)	(2,575)	(75)	103%
520220	Small Equipment	(3,250)	(1,964)	1,286	60%
520240	Construction Supplies	(62,000)	(47,518)	14,482	77%
520280	Street Light Maint. (610-440170)	(73,000)	(75,386)	(2,386)	103%
520503	Printing	(800)	(242)	558	30%
520506	Postage	(100)	(95)	5	95%
520509	Telephone	(800)	(710)	90	89%
520521	Public Information	(500)	(308)	192	62%
520524	Publications	(300)	0	300	0%
520530	Memberships	0	(48)	(48)	0%
520557	Intergovernmental Services	(22,000)	(17,604)	4,396	80%
520578	Insurance & Bonds	(5,454)	(5,454)	0	100%
521003	Training/Conferences	(1,800)	(1,527)	273	85%
521150	Professional Services	(1,700)	(795)	905	47%
521168	Misc Medical Services	(250)	(367)	(117)	147%
521172	Bank Service Fees	(700)	(678)	22	97%
522003	Equipment Maint & Oper Supplies	(1,650)	(3,008)	(1,358)	182%
522012	Fuel/Oil	(1,000)	(1,177)	(177)	118%
522021	Equipment Fund Charges	(91,342)	(91,342)	0	100%
522022	Information Systems Fund Charge	(2,302)	(2,302)	0	100%

210 - Street Fund

Department #52 - Streets & Traffic

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
522023	General Fund Admin Services	(436,594)	(436,594)	0	100%
522306	Rents & Leases	(9,000)	(7,100)	1,900	79%
522309	Building/Facility Rental	(3,132)	(3,132)	0	100%
522315	Facility Mnt/Repairs	(1,000)	0	1,000	0%
550181	Major Tools & Work Equipment	(5,000)	0	5,000	0%
550563	Construction Maintenance	(100,000)	(84,023)	15,977	84%
550575	Street Construction	(309,469)	(71,255)	238,214	23%
550580	Sidewalk Program	(100,000)	(349)	99,651	0%
551066	Safe Routes to School	(50,000)	0	50,000	0%
580206	Contingency	(60,000)	0	60,000	0%
590304	Unapp Fund Balance	(184,592)	0	184,592	0%
EXPENDITURES TOTAL		(1,947,509)	(1,264,361)	683,148	65%
Department Net Totals		0	1,043,725		
Fund Total Revenues		1,947,509	2,308,087		
Fund Total Expenditures		(1,947,509)	(1,264,361)		
Fund Net		0	1,043,725		

212 - Street Tree Fund

Department #31 - Planning

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
450140	Tree Planting Fees	51,000	42,840	(8,160)	84%
470105	Interest	500	273	(227)	55%
472025	Tree Compensation Revenue	0	153	153	0%
495005	Fund Bal Avail. for Approp.	129,500	137,803	8,303	106%
	REVENUES TOTAL	181,000	181,068	68	100%
EXPENDITURES					
520290	Street Tree Planting	(72,600)	(53,865)	18,735	74%
570103	Transfer to General Fund	(6,750)	0	6,750	0%
570127	Transfer to Other Funds	(101,650)	(101,650)	0	100%
	EXPENDITURES TOTAL	(181,000)	(155,515)	25,485	86%
	Department Net Totals	0	25,553		
	Fund Total Revenues	181,000	181,068		
	Fund Total Expenditures	(181,000)	(155,515)		
	Fund Net	0	25,553		

225 - Fire Equipment Repl. Fund
Department #23 - Fire Equipment Repl Fund
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420010	Rural District Share	172,500	131,615	(40,886)	76%
470105	Interest	1,800	2,284	484	127%
481005	Transfer from Other Funds	97,850	97,850	0	100%
495005	Fund Bal Avail. for Approp.	474,832	475,145	313	100%
	REVENUES TOTAL	746,982	706,893	(40,089)	95%
EXPENDITURES					
551261	Equipment Replacement	(345,000)	(263,229)	81,771	76%
580206	Contingency	(50,000)	0	50,000	0%
590304	Unapp Fund Balance	(351,982)	0	351,982	0%
	EXPENDITURES TOTAL	(746,982)	(263,229)	483,753	35%
	Department Net Totals	0	443,664		
	Fund Total Revenues	746,982	706,893		
	Fund Total Expenditures	(746,982)	(263,229)		
	Fund Net	0	443,664		

226 - Fire SAFER Grant Fund

Department #22 - Fire

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
430214	Homeland Security Grant	270,984	252,418	(18,566)	93%
	REVENUES TOTAL	270,984	252,418	(18,566)	93%
EXPENDITURES					
511005	Regular Employee Wages	(171,229)	(158,095)	13,134	92%
511015	Overtime	0	(59)	(59)	0%
512005	Health & Dental Benefits	(43,102)	(40,098)	3,004	93%
512008	Health Reimb Arrangement	(1,401)	0	1,401	0%
512010	Retirement	(34,214)	(32,234)	1,980	94%
512015	Fica	(11,952)	(12,697)	(745)	106%
512020	Workers Comp	(2,981)	(2,981)	0	100%
512025	Other Benefits	(1,008)	(1,225)	(217)	122%
512030	Other Payroll Taxes	(1,097)	(1,286)	(189)	117%
520110	Operating Supplies	(4,000)	(1,969)	2,031	49%
	EXPENDITURES TOTAL	(270,984)	(250,644)	20,340	92%
	Department Net Totals	0	1,774		
	Fund Total Revenues	270,984	252,418		
	Fund Total Expenditures	(270,984)	(250,644)		
	Fund Net	0	1,774		

240 - Bikeway Development Fund

Department #52 - Streets & Traffic

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
422015	State Gas Tax	12,146	12,651	505	104%
450052	Bicycle Licenses	36	0	(36)	0%
470105	Interest	206	76	(130)	37%
495005	Fund Bal Avail. for Approp.	41,115	33,182	(7,933)	81%
	REVENUES TOTAL	53,503	45,909	(7,594)	86%
EXPENDITURES					
550169	General Capital Outlay	(53,503)	(37,874)	15,629	71%
	EXPENDITURES TOTAL	(53,503)	(37,874)	15,629	71%
	Department Net Totals	0	8,035		
	Fund Total Revenues	53,503	45,909		
	Fund Total Expenditures	(53,503)	(37,874)		
	Fund Net	0	8,035		

260 - Trail System Fund
Department #16 - Parks & Recreation
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
470105	Interest	150	145	(5)	97%
495005	Fund Bal Avail. for Approp.	47,220	47,225	5	100%
	REVENUES TOTAL	47,370	47,370	0	100%
EXPENDITURES					
550240	Trail Construction	(47,370)	(47,370)	0	100%
	EXPENDITURES TOTAL	(47,370)	(47,370)	0	100%
	Department Net Totals	0	0		
	Fund Total Revenues	47,370	47,370		
	Fund Total Expenditures	(47,370)	(47,370)		
	Fund Net	0	0		

265 - Transportation Services Fund

Department #12 - Administration Services

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
430725	DHS Transportation Grant	570,000	466,738	(103,262)	82%
	REVENUES TOTAL	570,000	466,738	(103,262)	82%
EXPENDITURES					
523015	Transportation Grant	(570,000)	(466,737)	103,263	82%
	EXPENDITURES TOTAL	(570,000)	(466,737)	103,263	82%
	Department Net Totals	0	1		
	Fund Total Revenues	570,000	466,738		
	Fund Total Expenditures	(570,000)	(466,737)		
	Fund Net	0	1		

270 - Facility Major Maintenance Fund
Department #12 - Administration Services
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420050	Rural Fire District	0	4,951	4,951	0%
470105	Interest	2,400	3,613	1,213	151%
481007	Transfer from General Fund	101,650	101,650	0	100%
495005	Fund Bal Avail. for Approp.	673,884	674,377	493	100%
	REVENUES TOTAL	777,934	784,591	6,657	101%
EXPENDITURES					
550166	Building Improvements	(250,000)	(145,191)	104,809	58%
550171	Capital Projects - Public Safety	0	(31,709)	(31,709)	0%
590304	Unapp Fund Balance	(527,934)	0	527,934	0%
	EXPENDITURES TOTAL	(777,934)	(176,900)	601,035	23%
	Department Net Totals	0	607,691		
	Fund Total Revenues	777,934	784,591		
	Fund Total Expenditures	(777,934)	(176,900)		
	Fund Net	0	607,691		

275 - Community Enhancement Fund
Department #12 - Administration Services
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
420025	Metro Enhancement Fee	55,000	53,695	(1,305)	98%
495005	Fund Bal Avail. for Approp.	13,162	14,373	1,211	109%
	REVENUES TOTAL	68,162	68,068	(94)	100%
EXPENDITURES					
523003	Comm Enhancement Grants	(58,310)	(53,918)	4,392	92%
523004	CEP Carryover	(3,000)	(624)	2,376	21%
590304	Unapp Fund Balance	(6,852)	0	6,852	0%
	EXPENDITURES TOTAL	(68,162)	(54,543)	13,619	80%
	Department Net Totals	0	13,526		
	Fund Total Revenues	68,162	68,068		
	Fund Total Expenditures	(68,162)	(54,543)		
	Fund Net	0	13,526		

280 - Public Arts Fund

Department #11 - Legislative & Executive

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
470105	Interest	50	40	(10)	80%
471025	Public Arts Comm. Donations	2,000	5,513	3,513	276%
495005	Fund Bal Avail. for Approp.	10,014	11,089	1,075	111%
	REVENUES TOTAL	12,064	16,642	4,578	138%
EXPENDITURES					
520564	Public Arts Comm. Expenditures	(12,064)	(3,411)	8,653	28%
	EXPENDITURES TOTAL	(12,064)	(3,411)	8,653	28%
	Department Net Totals	0	13,231		
	Fund Total Revenues	12,064	16,642		
	Fund Total Expenditures	(12,064)	(3,411)		
	Fund Net	0	13,231		

310 - Traffic Impact Fund
Department #52 - Streets & Traffic
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
470105	Interest	29,563	16,563	(13,000)	56%
480006	Reimbursements	0	100,929	100,929	0%
495005	Fund Bal Avail. for Approp.	2,956,263	3,023,900	67,637	102%
	REVENUES TOTAL	2,985,826	3,141,391	155,565	105%
EXPENDITURES					
550169	General Capital Outlay	(2,985,826)	(6,284)	2,979,542	0%
	EXPENDITURES TOTAL	(2,985,826)	(6,284)	2,979,542	0%
	Department Net Totals	0	3,135,108		
	Fund Total Revenues	2,985,826	3,141,391		
	Fund Total Expenditures	(2,985,826)	(6,284)		
	Fund Net	0	3,135,108		

311 - Transportation Development Tax Fund

Department #52 - Streets & Traffic

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451070	Transportation Development Tax	466,550	950,257	483,707	204%
470105	Interest	10,490	15,922	5,432	152%
495005	Fund Bal Avail. for Approp.	2,098,022	2,426,178	328,156	116%
	REVENUES TOTAL	2,575,062	3,392,358	817,296	132%
EXPENDITURES					
550169	General Capital Outlay	(2,575,062)	0	2,575,062	0%
	EXPENDITURES TOTAL	(2,575,062)	0	2,575,062	0%
	Department Net Totals	0	3,392,358		
	Fund Total Revenues	2,575,062	3,392,358		
	Fund Total Expenditures	(2,575,062)	0		
	Fund Net	0	3,392,358		

320 - Park Acq. & Dev Fund
Department #16 - Parks & Recreation
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451009	Parks SDC	252,000	450,000	198,000	179%
470105	Interest	4,318	5,990	1,672	139%
495005	Fund Bal Avail. for Approp.	863,562	995,497	131,935	115%
	REVENUES TOTAL	1,119,880	1,451,487	331,607	130%
EXPENDITURES					
521150	Professional Services	(85,000)	0	85,000	0%
550200	Parks Projects - General	(1,034,880)	(96,906)	937,974	9%
	EXPENDITURES TOTAL	(1,119,880)	(96,906)	1,022,974	9%
	Department Net Totals	0	1,354,581		
	Fund Total Revenues	1,119,880	1,451,487		
	Fund Total Expenditures	(1,119,880)	(96,906)		
	Fund Net	0	1,354,581		

330 - Capital Projects Fund
Department #12 - Administration Services
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
470105	Interest	7,500	6,807	(693)	91%
471040	Lawsuit Settlement Proceeds	0	64,480	64,480	0%
481005	Transfer from Other Funds	1,600,000	1,600,000	0	100%
495005	Fund Bal Avail. for Approp.	176,197	159,143	(17,054)	90%
	REVENUES TOTAL	1,783,697	1,830,430	46,733	103%
EXPENDITURES					
521150	Professional Services	(30,000)	0	30,000	0%
550169	General Capital Outlay	(1,753,697)	(260,397)	1,493,300	15%
550580	Sidewalk Program	0	0	0	0%
	EXPENDITURES TOTAL	(1,783,697)	(260,397)	1,523,300	15%
	Department Net Totals	0	1,570,033		
	Fund Total Revenues	1,783,697	1,830,430		
	Fund Total Expenditures	(1,783,697)	(260,397)		
	Fund Net	0	1,570,033		

350 - CIP Excise Tax Fund

Department #12 - Administration Services

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
450200	C.I.P. Fees	215,000	308,234	93,234	143%
470105	Interest	200	341	141	171%
495005	Fund Bal Avail. for Approp.	56,287	61,840	5,553	110%
	REVENUES TOTAL	271,487	370,415	98,928	136%
EXPENDITURES					
550170	Capital Projects - Support Service	(58,043)	0	58,043	0%
550171	Capital Projects - Public Safety	(25,544)	(13,206)	12,338	52%
570127	Transfer to Other Funds	(187,900)	(187,900)	0	100%
	EXPENDITURES TOTAL	(271,487)	(201,106)	70,381	74%
	Department Net Totals	0	169,309		
	Fund Total Revenues	271,487	370,415		
	Fund Total Expenditures	(271,487)	(201,106)		
	Fund Net	0	169,309		

410 - General Debt Service Fund

Department #19 -

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
411003	Property Taxes	486,792	488,835	2,043	100%
411150	Property Tax Prior Years	8,000	11,067	3,067	138%
470105	Interest	1,100	1,302	202	118%
495005	Fund Bal Avail. for Approp.	46,046	46,418	372	101%
	REVENUES TOTAL	541,938	547,622	5,684	101%
EXPENDITURES					
562008	Principal - 2010 Series	(455,000)	(455,000)	0	100%
562048	Interest - 2010 Series	(45,250)	(45,250)	0	100%
590304	Unapp Fund Balance	(41,688)	0	41,688	0%
	EXPENDITURES TOTAL	(541,938)	(500,250)	41,688	92%
	Department Net Totals	0	47,372		
	Fund Total Revenues	541,938	547,622		
	Fund Total Expenditures	(541,938)	(500,250)		
	Fund Net	0	47,372		

430 - SPWF-Debt Service Fund

Department #19 -

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451200	Assessment Charges	9,735	5,195	(4,540)	53%
470130	Interest - Assessments	3,154	1,821	(1,333)	58%
495005	Fund Bal Avail. for Approp.	30,184	30,184	0	100%
	REVENUES TOTAL	43,073	37,200	(5,873)	86%
EXPENDITURES					
562020	Principal - 95 S.P.W.F. Loan	(18,228)	(18,228)	0	100%
562055	Interest - 95 S.P.W.F. Loan	(3,753)	(3,753)	1	100%
590304	Unapp Fund Balance	(21,092)	0	21,092	0%
	EXPENDITURES TOTAL	(43,073)	(21,981)	21,093	51%
	Department Net Totals	0	15,219		
	Fund Total Revenues	43,073	37,200		
	Fund Total Expenditures	(43,073)	(21,981)		
	Fund Net	0	15,219		

505 - Library Endowment Fund
Department #14 - Library
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
470105	Interest	300	223	(77)	74%
495005	Fund Bal Avail. for Approp.	0	60	60	0%
495006	Restricted Fund Balance	41,187	41,186	(1)	100%
	REVENUES TOTAL	41,487	41,470	(17)	100%
EXPENDITURES					
520220	Small Equipment	(300)	0	300	0%
590304	Unapp Fund Balance	(41,187)	0	41,187	0%
	EXPENDITURES TOTAL	(41,487)	0	41,487	0%
	Department Net Totals	0	41,470		
	Fund Total Revenues	41,487	41,470		
	Fund Total Expenditures	(41,487)	0		
	Fund Net	0	41,470		

610 - Light Fund

Department #41 - Light & Power

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440035	NSF Handling Charge	1,500	1,872	372	125%
440105	Residential Sales	7,562,118	7,953,723	391,605	105%
440110	General Service - 1 ph Sales	664,624	697,618	32,994	105%
440112	General Service - 3 ph Sales	661,831	712,543	50,712	108%
440120	Industrial Service - Special Contra	1,829,600	1,955,988	126,388	107%
440125	Large Commercial Industrial	3,942,009	4,050,907	108,898	103%
440130	Public Street Lighting Sales	68,875	77,523	8,648	113%
440135	Rental Lights	105,295	103,863	(1,432)	99%
440140	Irrigation Service	5,927	2,373	(3,554)	40%
440150	Green Power Units	10,800	8,712	(2,088)	81%
440165	Connection Charges	60,000	174,505	114,505	291%
440170	Street Light Maint. (210-520280)	73,000	73,000	0	100%
440175	Disconnect/Reconnect Charges	22,500	21,689	(811)	96%
440180	Pole Rental	21,748	22,045	297	101%
440302	Auditorium Rental	24,142	25,078	936	104%
445005	Sale of Scrap	15,000	12,752	(2,248)	85%
445010	Sale of Materials	2,500	2,667	167	107%
445015	Sale of Equipment	3,000	2,054	(946)	68%
450057	Other	30,000	57,297	27,297	191%
470105	Interest	31,020	25,821	(5,199)	83%
480006	Reimbursements	0	293	293	0%
480020	Conservation Incentive Reimburs	200,000	245,625	45,625	123%
495005	Fund Bal Avail. for Approp.	6,203,968	6,198,896	(5,072)	100%
	REVENUES TOTAL	21,539,457	22,426,845	887,388	104%
EXPENDITURES					
511005	Regular Employee Wages	(2,018,930)	(1,952,820)	66,110	97%
511010	Part-Time Employee Wages	(30,232)	(133)	30,099	0%
511015	Overtime	(96,000)	(67,445)	28,555	70%
511020	Temporary Employee Wages	(4,000)	(31,652)	(27,652)	791%
511021	Unemployment Compensation	0	(4,424)	(4,424)	0%
512005	Health & Dental Benefits	(370,593)	(355,768)	14,825	96%
512008	Health Reimb Arrangement	(20,437)	(20,781)	(344)	102%
512010	Retirement	(416,982)	(382,121)	34,861	92%
512015	Fica	(164,028)	(153,180)	10,848	93%
512020	Workers Comp	(37,206)	(37,206)	0	100%
512025	Other Benefits	(11,904)	(11,107)	797	93%
512030	Other Payroll Taxes	(15,848)	(15,527)	321	98%
520110	Operating Supplies	(12,000)	(13,683)	(1,683)	114%
520120	Organization Business Expense	(15,650)	(8,730)	6,920	56%
520130	Personnel Uniforms & Equipment	(38,700)	(37,041)	1,659	96%
520150	Utilities	(29,493)	(31,299)	(1,806)	106%
520180	Subscriptions & Books	(1,000)	(642)	358	64%
520190	Computer Software	(12,500)	(7,638)	4,862	61%
520200	Computer Software Maintenance	(6,800)	(3,124)	3,676	46%
520220	Small Equipment	(35,250)	(27,820)	7,430	79%
520240	Construction Supplies	(582,500)	(672,075)	(89,575)	115%
520260	Purchased Power	(9,339,771)	(9,267,054)	72,717	99%
520270	Miscellaneous	(1,000)	(160)	840	16%
520503	Printing	(2,000)	(231)	1,769	12%
520506	Postage	(3,000)	(2,210)	790	74%

610 - Light Fund

Department #41 - Light & Power

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
520509	Telephone	(10,000)	(7,068)	2,932	71%
520521	Public Information	(42,000)	(35,015)	6,985	83%
520524	Publications	(2,250)	(836)	1,414	37%
520530	Memberships	(98,554)	(87,024)	11,530	88%
520533	Recruiting Expenses	(3,500)	(455)	3,045	13%
520542	Bill Paying Assistance Program	(75,000)	(68,644)	6,356	92%
520554	Conservation Incentives	(50,000)	0	50,000	0%
520555	Industrial Conservation Augmenta	(200,000)	(164,157)	35,843	82%
520556	Green Power Info & Promotion	(2,000)	0	2,000	0%
520557	Intergovernmental Services	(16,500)	(12,689)	3,812	77%
520578	Insurance & Bonds	(33,591)	(33,591)	0	100%
521003	Training/Conferences	(42,100)	(17,311)	24,789	41%
521006	Travel	0	(5)	(5)	0%
521113	Attorney Services	(5,000)	(753)	4,248	15%
521150	Professional Services	(30,300)	(35,734)	(5,434)	118%
521162	Consultants	(100,000)	(47,632)	52,368	48%
521165	Contracts for Services	(95,000)	(114,527)	(19,527)	121%
521168	Misc Medical Services	(3,850)	(2,925)	925	76%
521172	Bank Service Fees	(45,000)	(70,883)	(25,883)	158%
522003	Equipment Maint & Oper Supplies	(30,000)	(25,298)	4,702	84%
522006	Equipment/Vehicle Rental	(5,000)	0	5,000	0%
522009	Vehicle Maint & Oper Supplies	(41,800)	(37,516)	4,284	90%
522010	Vehicle Maint External	(22,000)	(27,989)	(5,989)	127%
522012	Fuel/Oil	(37,595)	(49,422)	(11,827)	131%
522022	Information Systems Fund Charge	(19,373)	(19,373)	0	100%
522023	General Fund Admin Services	(1,097,246)	(1,097,246)	0	100%
522306	Rents & Leases	(14,650)	(7,255)	7,395	50%
522312	Facility Maintenance Supplies	(10,700)	(7,358)	3,342	69%
522315	Facility Mnt/Repairs	(12,500)	(20,692)	(8,192)	166%
550051	Office Equipment & Furniture	(5,000)	(6,875)	(1,875)	138%
550166	Building Improvements	(78,500)	(56,578)	21,922	72%
550181	Major Tools & Work Equipment	(72,000)	(70,302)	1,699	98%
550959	Substation Improvements	(1,323,000)	(43,272)	1,279,728	3%
550962	System Additions & Upgrades	(215,000)	0	215,000	0%
551260	Vehicle Replacement	(485,000)	(174,910)	310,090	36%
551261	Equipment Replacement	(11,000)	(10,530)	470	96%
570127	Transfer to Other Funds	(131,497)	(131,497)	0	100%
570130	In-Lieu of Tax	(726,546)	(726,546)	0	100%
580206	Contingency	(275,581)	0	275,581	0%
590304	Unapp Fund Balance	(2,805,000)	0	2,805,000	0%
EXPENDITURES TOTAL		(21,539,457)	(16,315,776)	5,223,681	76%
Department Net Totals		0	6,111,070		
Fund Total Revenues		21,539,457	22,426,845		
Fund Total Expenditures		(21,539,457)	(16,315,776)		
Fund Net		0	6,111,070		

620 - Sewer Fund

Department #54 - Sewer

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440105	Residential Sales	3,555,475	3,783,389	227,914	106%
440106	Commercial Sales	782,597	891,516	108,919	114%
440120	Industrial Service - Special Contr	183,249	227,315	44,066	124%
450057	Other	800	160	(640)	20%
451040	Sewer Laterals	2,000	4,000	2,000	200%
470105	Interest	10,102	11,424	1,322	113%
495005	Fund Bal Avail. for Approp.	2,020,430	2,028,439	8,009	100%
	REVENUES TOTAL	6,554,653	6,946,244	391,591	106%
EXPENDITURES					
511005	Regular Employee Wages	(215,191)	(180,790)	34,401	84%
511015	Overtime	(2,029)	(1,743)	286	86%
512005	Health & Dental Benefits	(63,396)	(64,814)	(1,418)	102%
512008	Health Reimb Arrangement	(2,086)	(2,521)	(435)	121%
512010	Retirement	(44,002)	(35,448)	8,554	81%
512015	FICA	(16,235)	(13,931)	2,304	86%
512020	Workers Comp	(7,706)	(7,706)	0	100%
512025	Other Benefits	(1,125)	(1,659)	(534)	147%
512030	Other Payroll Taxes	(1,601)	(1,630)	(29)	102%
520110	Operating Supplies	(3,000)	(2,815)	185	94%
520120	Organization Business Expense	(75)	(17)	59	22%
520130	Personnel Uniforms & Equipment	(3,250)	(2,419)	831	74%
520150	Utilities	(1,350)	(2,038)	(688)	151%
520190	Computer Software	(4,900)	(3,447)	1,453	70%
520220	Small Equipment	(8,000)	(2,735)	5,265	34%
520240	Construction Supplies	(7,000)	(4,844)	2,156	69%
520270	Miscellaneous	0	(31)	(31)	0%
520503	Printing	(200)	(27)	173	14%
520506	Postage	(100)	(386)	(286)	386%
520509	Telephone	(800)	(421)	379	53%
520521	Public Information	(225)	(96)	130	42%
520524	Publications	(300)	0	300	0%
520530	Memberships	(540)	(648)	(108)	120%
520557	Intergovernmental Services	(3,391,991)	(3,404,355)	(12,364)	100%
520578	Insurance & Bonds	(8,213)	(8,213)	0	100%
521003	Training/Conferences	(3,825)	(1,200)	2,625	31%
521150	Professional Services	(3,500)	(1,446)	2,054	41%
521168	Misc Medical Services	(375)	(442)	(67)	118%
521172	Bank Service Fees	(15,000)	(22,201)	(7,201)	148%
522003	Equipment Maint & Oper Supplies	(1,900)	(553)	1,347	29%
522012	Fuel/Oil	0	(117)	(117)	0%
522021	Equipment Fund Charges	(104,677)	(104,677)	0	100%
522022	Information Systems Fund Charge	(1,710)	(1,710)	0	100%
522023	General Fund Admin Services	(432,228)	(432,228)	0	100%
522306	Rents & Leases	(500)	0	500	0%
522309	Building/Facility Rental	(6,264)	(6,264)	0	100%
522312	Facility Maintenance Supplies	(500)	(245)	255	49%
522315	Facility Mnt/Repairs	(250)	0	250	0%
550181	Major Tools & Work Equipment	(2,500)	0	2,500	0%
550763	Sewer Construction	(30,000)	(5,012)	24,988	17%
562001	Principal-CWS/City Phase III Reh	(84,884)	(83,318)	1,566	98%

620 - Sewer Fund

Department #54 - Sewer

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
562041	Interest - CWS/City Phase III Reh	(9,120)	(10,686)	(1,566)	117%
570130	In-Lieu of Tax	(60,424)	(60,424)	0	100%
580206	Contingency	(750,000)	0	750,000	0%
590304	Unapp Fund Balance	(1,263,681)	0	1,263,681	0%
	EXPENDITURES TOTAL	(6,554,653)	(4,473,259)	2,081,394	68%
	Department Net Totals	0	2,472,985		
	Fund Total Revenues	6,554,653	6,946,244		
	Fund Total Expenditures	(6,554,653)	(4,473,259)		
	Fund Net	0	2,472,985		

622 - Sewer SDC Fund

Department #54 - Sewer

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451005	System Development Charge	636,000	1,050,338	414,338	165%
451042	Sunset Sewer Connection Fee	1,000	2,250	1,250	225%
470105	Interest	2,696	6,582	3,886	244%
495005	Fund Bal Avail. for Approp.	1,078,480	1,127,968	49,488	105%
	REVENUES TOTAL	1,718,176	2,187,138	468,962	127%
EXPENDITURES					
520557	Intergovernmental Services	(983,800)	(840,271)	143,529	85%
550760	Construction Projects	(50,000)	0	50,000	0%
562002	Principal-CWS/City Sunset Drive	(100,225)	(100,225)	0	100%
562042	Interest - CWS/City Sunset Drive	(21,770)	(21,770)	0	100%
580206	Contingency	(350,000)	0	350,000	0%
590304	Unapp Fund Balance	(212,381)	0	212,381	0%
	EXPENDITURES TOTAL	(1,718,176)	(962,265)	755,911	56%
	Department Net Totals	0	1,224,873		
	Fund Total Revenues	1,718,176	2,187,138		
	Fund Total Expenditures	(1,718,176)	(962,265)		
	Fund Net	0	1,224,873		

630 - Water Fund

Department #53 - Water

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440105	Residential Sales	2,111,823	2,331,000	219,177	110%
440106	Commercial Sales	620,507	733,303	112,796	118%
440118	Multi-Family Sales	364,961	421,847	56,886	116%
440120	Industrial Service - Special Contra	280,583	325,528	44,945	116%
440160	Non-Metered Sales	24,000	32,410	8,410	135%
440165	Connection Charges	35,000	49,940	14,940	143%
440190	External Work Performed	0	3,198	3,198	0%
440305	Building Rental Income	35,928	35,928	0	100%
445020	Raw Water Sales	0	90,116	90,116	0%
445025	Timber Sales - Even Fiscal Years	1,100,000	514,824	(585,176)	47%
450057	Other	5,000	21,068	16,068	421%
470003	Sale of Bonds	0	27,023	27,023	0%
470105	Interest	14,052	18,365	4,313	131%
495005	Fund Bal Avail. for Approp.	2,810,332	3,509,305	698,973	125%
REVENUES TOTAL		7,402,186	8,113,856	711,670	110%
EXPENDITURES					
511005	Regular Employee Wages	(586,446)	(554,665)	31,781	95%
511015	Overtime	(28,980)	(33,096)	(4,116)	114%
512005	Health & Dental Benefits	(153,915)	(154,269)	(354)	100%
512008	Health Reimb Arrangement	(5,635)	(6,504)	(869)	115%
512010	Retirement	(117,244)	(114,625)	2,619	98%
512015	FICA	(44,250)	(44,712)	(462)	101%
512020	Workers Comp	(20,418)	(20,418)	0	100%
512025	Other Benefits	(3,786)	(4,483)	(697)	118%
512030	Other Payroll Taxes	(4,371)	(4,451)	(80)	102%
520110	Operating Supplies	(84,000)	(54,653)	29,347	65%
520120	Organization Business Expense	(250)	(140)	110	56%
520130	Personnel Uniforms & Equipment	(5,500)	(5,174)	326	94%
520150	Utilities	(78,540)	(91,510)	(12,970)	117%
520190	Computer Software	(4,000)	(2,836)	1,164	71%
520220	Small Equipment	(16,500)	(8,218)	8,282	50%
520240	Construction Supplies	(162,000)	(146,636)	15,364	91%
520250	JWC Water Purchases	(250,000)	(220,498)	29,502	88%
520503	Printing	(2,500)	(261)	2,239	10%
520506	Postage	(1,000)	(938)	62	94%
520509	Telephone	(6,198)	(5,605)	593	90%
520521	Public Information	(250)	(265)	(15)	106%
520524	Publications	(532)	0	532	0%
520530	Memberships	(1,475)	(2,058)	(583)	140%
520548	Watershed Management	(7,500)	(1,365)	6,135	18%
520550	Watershed Maintenance	(7,500)	(1,728)	5,772	23%
520551	Timber Harvesting - Odd Fiscal Yr	0	(16,089)	(16,089)	0%
520552	Timber Harvesting - Even Fiscal Yr	(700,000)	(253,900)	446,100	36%
520557	Intergovernmental Services	(72,930)	(51,548)	21,382	71%
520578	Insurance & Bonds	(25,534)	(25,534)	0	100%
521003	Training/Conferences	(6,300)	(1,937)	4,363	31%
521113	Attorney Services	(6,500)	0	6,500	0%
521150	Professional Services	(73,000)	(57,502)	15,498	79%
521168	Misc Medical Services	0	(826)	(826)	0%
521172	Bank Service Fees	(15,000)	(18,906)	(3,906)	126%

630 - Water Fund

Department #53 - Water

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
522003	Equipment Maint & Oper Supplies	(10,900)	(16,842)	(5,942)	155%
522012	Fuel/Oil	0	(194)	(194)	0%
522021	Equipment Fund Charges	(143,705)	(143,704)	1	100%
522022	Information Systems Fund Charge	(11,036)	(11,037)	(1)	100%
522023	General Fund Admin Services	(742,859)	(742,859)	0	100%
522303	Custodial	(800)	0	800	0%
522306	Rents & Leases	(3,000)	0	3,000	0%
522312	Facility Maintenance Supplies	(13,200)	(10,781)	2,419	82%
522315	Facility Mnt/Repairs	(21,000)	(23,858)	(2,858)	114%
550181	Major Tools & Work Equipment	(52,500)	0	52,500	0%
550660	Joint - Capital Equipment	(39,990)	0	39,990	0%
550663	JWC - Other Projects	(214,751)	(191,839)	22,912	89%
550666	Water Line Extension	(275,000)	(342,554)	(67,554)	125%
550669	Water Treatment Plant Equip	(45,000)	(22,887)	22,113	51%
550672	Watershed Capital	(20,000)	(11,808)	8,192	59%
550760	Construction Projects	(60,000)	(34,862)	25,138	58%
562010	Principal - 2003 FFC Bonds	(255,000)	0	255,000	0%
562011	2013 Refunding FFCO - Principal	0	(310,000)	(310,000)	0%
562030	Principal - Scoggins Reservoir	(32,998)	(32,999)	(1)	100%
562045	Interest - 2003 FFC Bonds	(135,131)	0	135,131	0%
562046	2013 Refunding FFCO - Interest	0	(62,773)	(62,773)	0%
562070	Interest - Scoggins Reservoir	(39,799)	(39,798)	1	100%
570127	Transfer to Other Funds	(49,896)	(48,018)	1,878	96%
570130	In-Lieu of Tax	(185,981)	(185,982)	(1)	100%
580203	JWC - Contingency	(333,250)	0	333,250	0%
580206	Contingency	(221,750)	0	221,750	0%
580212	Debt Service Contingency	(415,000)	0	415,000	0%
590304	Unapp Fund Balance	(1,587,585)	0	1,587,585	0%
EXPENDITURES TOTAL		(7,402,185)	(4,138,144)	3,264,041	56%
Department Net Totals		1	3,975,712		
Fund Total Revenues		7,402,186	8,113,856		
Fund Total Expenditures		(7,402,185)	(4,138,144)		
Fund Net		1	3,975,712		

632 - Water SDC Fund

Department #53 - Water

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451005	System Development Charge	322,000	694,903	372,903	216%
470031	Principal - J Lieb Water SDC	2,862	2,862	0	100%
470032	Interest - J Lieb Water SDC	38	38	0	99%
470105	Interest	12,970	17,423	4,453	134%
495005	Fund Bal Avail. for Approp.	2,594,219	2,778,851	184,632	107%
	REVENUES TOTAL	2,932,089	3,494,076	561,987	119%
EXPENDITURES					
521150	Professional Services	(1,700)	(1,481)	219	87%
550760	Construction Projects	(50,000)	(14,620)	35,380	29%
580206	Contingency	(99,500)	0	99,500	0%
590304	Unapp Fund Balance	(2,780,889)	0	2,780,889	0%
	EXPENDITURES TOTAL	(2,932,089)	(16,101)	2,915,988	1%
	Department Net Totals	0	3,477,975		
	Fund Total Revenues	2,932,089	3,494,076		
	Fund Total Expenditures	(2,932,089)	(16,101)		
	Fund Net	0	3,477,975		

640 - Surface Water Management Fund

Department #55 - Surf Water Mgmt

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440101	Surface Water Management Fees	1,045,686	1,083,191	37,505	104%
450057	Other	0	626	626	0%
470105	Interest	1,301	738	(563)	57%
495005	Fund Bal Avail. for Approp.	260,099	272,628	12,529	105%
	REVENUES TOTAL	1,307,086	1,357,184	50,098	104%
EXPENDITURES					
511005	Regular Employee Wages	(216,308)	(204,352)	11,956	94%
511015	Overtime	0	(2,522)	(2,522)	0%
512005	Health & Dental Benefits	(68,079)	(68,774)	(695)	101%
512008	Health Reimb Arrangement	(2,094)	(2,658)	(564)	127%
512010	Retirement	(43,838)	(40,697)	3,141	93%
512015	FICA	(16,089)	(15,763)	326	98%
512020	Workers Comp	(7,633)	(7,633)	0	100%
512025	Other Benefits	(1,115)	(1,580)	(465)	142%
512030	Other Payroll Taxes	(1,592)	(1,669)	(77)	105%
520110	Operating Supplies	(2,000)	(1,190)	810	59%
520120	Organization Business Expense	(50)	(37)	13	74%
520130	Personnel Uniforms & Equipment	(4,000)	(2,409)	1,591	60%
520150	Utilities	(1,000)	0	1,000	0%
520190	Computer Software	(3,300)	(2,280)	1,020	69%
520220	Small Equipment	(4,700)	(3,281)	1,419	70%
520240	Construction Supplies	(5,500)	(6,068)	(568)	110%
520503	Printing	(250)	(27)	223	11%
520506	Postage	(50)	0	50	0%
520509	Telephone	(630)	(117)	513	19%
520521	Public Information	(1,500)	(1,495)	5	100%
520524	Publications	(300)	0	300	0%
520530	Memberships	(200)	(57)	143	29%
520557	Intergovernmental Services	(234,912)	(223,287)	11,625	95%
520578	Insurance & Bonds	(5,178)	(5,178)	0	100%
521003	Training/Conferences	(1,800)	(365)	1,435	20%
521150	Professional Services	(14,900)	(8,782)	6,118	59%
521168	Misc Medical Services	(500)	(546)	(46)	109%
521172	Bank Service Fees	(2,800)	(4,592)	(1,792)	164%
522003	Equipment Maint & Oper Supplies	(2,200)	(281)	1,919	13%
522012	Fuel/Oil	0	(72)	(72)	0%
522021	Equipment Fund Charges	(144,569)	(144,569)	0	100%
522022	Information Systems Fund Charge	(558)	(558)	0	100%
522023	General Fund Admin Services	(155,229)	(155,229)	0	100%
522306	Rents & Leases	(400)	0	400	0%
522309	Building/Facility Rental	(3,132)	(3,132)	0	100%
522312	Facility Maintenance Supplies	(1,000)	(770)	230	77%
550863	Storm Sewer Construction	(30,000)	0	30,000	0%
570130	In-Lieu of Tax	(52,227)	(52,227)	0	100%
580206	Contingency	(40,000)	0	40,000	0%
590304	Unapp Fund Balance	(237,453)	0	237,453	0%
	EXPENDITURES TOTAL	(1,307,086)	(962,195)	344,891	74%
	Department Net Totals	0	394,989		

640 - Surface Water Management Fund

Department #55 - Surf Water Mgmt

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
	Fund Total Revenues	1,307,086	1,357,184		
	Fund Total Expenditures	(1,307,086)	(962,195)		
	Fund Net	0	394,989		

642 - SWM SDC Fund

Department #55 - Surf Water Mgmt

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
451006	SWM SDC Quality	15,750	3,590	(12,160)	23%
451007	SWM SDC Quantity	19,250	36,686	17,436	191%
470105	Interest	1,613	1,907	294	118%
495005	Fund Bal Avail. for Approp.	322,558	351,844	29,286	109%
	REVENUES TOTAL	359,171	394,026	34,855	110%
EXPENDITURES					
550863	Storm Sewer Construction	(50,000)	0	50,000	0%
580207	SWM SDC Cont. Quality	(139,127)	0	139,127	0%
580208	SWM SDC Cont. Quantity	(170,044)	0	170,044	0%
	EXPENDITURES TOTAL	(359,171)	0	359,171	0%
	Department Net Totals	0	394,026		
	Fund Total Revenues	359,171	394,026		
	Fund Total Expenditures	(359,171)	0		
	Fund Net	0	394,026		

710 - Information Systems Fund
Department #12 - Administration Services
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440225	Equipment Charges	203,752	203,752	0	100%
470105	Interest	3,000	3,156	156	105%
495005	Fund Bal Avail. for Approp.	629,372	631,624	2,252	100%
	REVENUES TOTAL	836,124	838,532	2,408	100%
EXPENDITURES					
520110	Operating Supplies	(500)	(1,909)	(1,409)	382%
520190	Computer Software	(5,950)	(38,509)	(32,559)	647%
520200	Computer Software Maintenance	(67,239)	(48,123)	19,116	72%
520210	Computer Supplies	(17,500)	(13,177)	4,323	75%
520220	Small Equipment	(129,915)	(120,530)	9,385	93%
520503	Printing	0	(1,200)	(1,200)	0%
520506	Postage	0	(81)	(81)	0%
520557	Intergovernmental Services	(10,329)	(7,857)	2,472	76%
521003	Training/Conferences	(13,000)	(6,140)	6,860	47%
521150	Professional Services	(79,500)	(76,968)	2,532	97%
522003	Equipment Maint & Oper Supplies	(8,028)	(8,028)	0	100%
550051	Office Equipment & Furniture	(50,600)	(48,222)	2,378	95%
550460	Accounting System	0	0	0	0%
580206	Contingency	(45,147)	0	45,147	0%
590304	Unapp Fund Balance	(408,416)	0	408,416	0%
	EXPENDITURES TOTAL	(836,124)	(370,743)	465,381	44%
	Department Net Totals	0	467,788		
	Fund Total Revenues	836,124	838,532		
	Fund Total Expenditures	(836,124)	(370,743)		
	Fund Net	0	467,788		

720 - Equipment Fund

Department #56 - Equipment Rental & Repl

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
440190	External Work Performed	1,000	0	(1,000)	0%
440220	Equipment Rental	579,846	579,846	0	100%
440221	City Hall Vehicle Replacement	16,582	16,582	0	100%
440222	Parks Veh & Equipment Replacen	26,193	26,193	0	100%
440224	Public Works Veh & Equipment R	192,000	192,000	0	100%
440227	Light/Fire Maintenance	30,000	43,822	13,822	146%
440228	Sale of Gas & Oil	60,000	83,347	23,347	139%
445015	Sale of Equipment	10,000	20,758	10,758	208%
450057	Other	0	1,213	1,213	0%
470105	Interest	2,000	4,711	2,711	236%
481005	Transfer from Other Funds	90,050	90,050	0	100%
495005	Fund Bal Avail. for Approp.	747,756	68,700	(679,056)	9%
495010	City Hall Veh Fund Bal Avail	0	87,425	87,425	0%
495011	Parks Veh Fund Bal Avail	0	114,173	114,173	0%
495012	Police Veh Fund Bal Avail	0	164,062	164,062	0%
495013	PW Veh Fund Bal Avail	0	359,301	359,301	0%
	REVENUES TOTAL	1,755,427	1,852,183	96,756	106%
EXPENDITURES					
511005	Regular Employee Wages	(149,070)	(134,761)	14,309	90%
511015	Overtime	(2,029)	0	2,029	0%
512005	Health & Dental Benefits	(32,679)	(41,360)	(8,681)	127%
512008	Health Reimb Arrangement	(1,337)	(1,595)	(258)	119%
512010	Retirement	(23,745)	(23,566)	179	99%
512015	FICA	(10,411)	(10,219)	192	98%
512020	Workers Comp	(2,992)	(2,992)	0	100%
512025	Other Benefits	(811)	(1,271)	(460)	157%
512030	Other Payroll Taxes	(1,029)	(1,040)	(11)	101%
520110	Operating Supplies	(1,500)	(1,340)	160	89%
520130	Personnel Uniforms & Equipment	(1,000)	0	1,000	0%
520190	Computer Software	(5,000)	(3,999)	1,001	80%
520220	Small Equipment	(2,500)	(678)	1,822	27%
520503	Printing	0	(27)	(27)	0%
520506	Postage	(1,000)	(76)	924	8%
520509	Telephone	(350)	(132)	218	38%
520557	Intergovernmental Services	(750)	(988)	(238)	132%
520578	Insurance & Bonds	(25,774)	(25,774)	0	100%
521003	Training/Conferences	(2,000)	(1,164)	836	58%
521150	Professional Services	(1,600)	(2,901)	(1,301)	181%
521165	Contracts for Services	0	0	0	0%
521168	Misc Medical Services	0	(173)	(173)	0%
521172	Bank Service Fees	(250)	(170)	80	68%
522003	Equipment Maint & Oper Supplies	(1,000)	(2,484)	(1,484)	248%
522009	Vehicle Maint & Oper Supplies	(68,000)	(54,949)	13,051	81%
522010	Vehicle Maint External	(27,000)	(10,450)	16,550	39%
522012	Fuel/Oil	(250,000)	(221,784)	28,216	89%
522022	Information Systems Fund Charge	(3,098)	(3,098)	0	100%
522306	Rents & Leases	(200)	(98)	102	49%
522309	Building/Facility Rental	(23,400)	(23,400)	0	100%
551262	City Hall Veh Replacement	(18,000)	(22,013)	(4,013)	122%
551263	Parks Veh & Equipmnt Replacem	(35,000)	(31,045)	3,955	89%

720 - Equipment Fund

Department #56 - Equipment Rental & Repl

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
551264	Police Veh & Equipmnt Replacem	(108,500)	(103,440)	5,060	95%
551265	Public Works Veh & Equipmnt Re	(128,500)	(108,629)	19,871	85%
580206	Contingency	(235,000)	0	235,000	0%
590304	Unapp Fund Balance	(591,902)	0	591,902	0%
	EXPENDITURES TOTAL	(1,755,427)	(835,617)	919,810	48%
	Department Net Totals	0	1,016,566		
	Fund Total Revenues	1,755,427	1,852,183		
	Fund Total Expenditures	(1,755,427)	(835,617)		
	Fund Net	0	1,016,566		

730 - City Utility Fund

Department #12 - Administration Services

For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
481005	Transfer from Other Funds	131,497	131,497	0	100%
481010	Transfer from Water Fund	48,989	48,018	(971)	98%
	REVENUES TOTAL	180,486	179,515	(971)	99%
EXPENDITURES					
520151	City Hall Utilities	(24,120)	(28,716)	(4,596)	119%
520152	Library Utilities	(32,775)	(27,014)	5,761	82%
520153	Aquatics Utilities	(38,381)	(37,309)	1,072	97%
520154	Parks Utilities	(48,985)	(48,340)	645	99%
520155	Police Utilities	(20,125)	(21,057)	(932)	105%
520156	Fire Utilities	(13,000)	(14,321)	(1,321)	110%
520157	Engineering Building Utilities	(3,100)	(2,758)	342	89%
	EXPENDITURES TOTAL	(180,486)	(179,515)	971	99%
	Department Net Totals	0	0		
	Fund Total Revenues	180,486	179,515		
	Fund Total Expenditures	(180,486)	(179,515)		
	Fund Net	0	0		

740 - Risk Management Fund
Department #12 - Administration Services
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
REVENUES					
444126	P/L Insurance - General Fund	82,064	82,215	151	100%
444127	P/L Insurance - Other Funds	104,260	104,260	0	100%
444128	WC Insurance - General Fund	115,270	114,231	(1,039)	99%
444129	WC Insurance - Other Funds	83,054	87,219	4,165	105%
470105	Interest	2,000	5,949	3,949	297%
471035	SAIF Dividend	0	62,371	62,371	0%
472005	Miscellaneous	0	10,250	10,250	0%
495005	Fund Bal Avail. for Approp.	2,846,238	2,827,106	(19,132)	99%
	REVENUES TOTAL	3,232,886	3,293,601	60,715	102%
EXPENDITURES					
520585	Property/Liability Premiums	(218,445)	(214,849)	3,596	98%
520586	P/L Claims - General Fund	(5,000)	(2,894)	2,106	58%
520589	Risk Management Activities	(33,476)	(9,689)	23,787	29%
520590	Worker's Compensation Premium	(217,220)	(187,835)	29,385	86%
520591	WC Claims - General Fund	(7,500)	(10,806)	(3,306)	144%
520593	WC Claims - Light & Power Fund	0	(560)	(560)	0%
570103	Transfer to General Fund	(830,000)	(830,000)	0	100%
570127	Transfer to Other Funds	(1,600,000)	(1,600,000)	0	100%
580206	Contingency	(45,890)	0	45,890	0%
590303	Reserved Fund Balance	(275,355)	0	275,355	0%
	EXPENDITURES TOTAL	(3,232,886)	(2,856,633)	376,253	88%
	Department Net Totals	0	436,969		
	Fund Total Revenues	3,232,886	3,293,601		
	Fund Total Expenditures	(3,232,886)	(2,856,633)		
	Fund Net	0	436,969		

740 - Risk Management Fund
Department #12 - Administration Services
For the Period Ending: June, 2014

Budget Year Elapsed → 100%

G/L Account #	Account Name	Budget	YTD Activity	Balance	% Used
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September 22, 2014

REPORT ON AN ORDINANCE ESTABLISHING A TAX ON THE SALE OF MARIJUANA AND MARIJUANA-INFUSED PRODUCTS IN THE CITY OF FOREST GROVE AND ADDING A NEW FOREST GROVE CODE SECTION 2.10

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

ISSUE STATEMENT: Oregon cities currently have the authority to tax the sale of marijuana and marijuana-infused products. If the City Council desires to impose a tax on marijuana, time is limited to take action due to a potential initiative on the November ballot. The last opportunity to impose the tax would be at the September 22, 2014, Council meeting for a hearing and adoption. The City Attorney's Office has prepared a proposed ordinance modeled after the ordinance it developed for the City of Happy Valley. It imposes a gross receipts tax on the sale of recreational marijuana (if it is legalized by Oregon voters in November) and marijuana-infused products at the rate of ten percent (10%) of the gross amount paid to the seller except on sales under the provisions of the Oregon Medical Marijuana Program. The Ordinance states a tax rate of five percent (5%) of the gross sale paid to the seller of marijuana and marijuana-infused products by a person who is a registry identified cardholder. Staff is presenting the ordinance for Council consideration. It needs to be adopted on September 22, 2014, to be effective before the election. Since it is a tax, it cannot be adopted on an emergency basis. The first and second readings will be held on September 22 so it will require five votes to pass. If it passes, it will be effective 30 days later.

BACKGROUND: Oregon voters legalized medical marijuana via initiative petition in 1999, after which medical marijuana dispensaries began operation. These dispensaries essentially served as intermediaries between marijuana growers and medical marijuana patients. While these dispensaries were legal, they were unregulated and the source of controversy in many communities. The 2013 Oregon Legislature passed HB 3460, which created a regulatory and licensing regimen for medical marijuana dispensaries. Forest Grove passed Ordinance 2014-04 which placed a moratorium until May 1, 2015, on siting medical marijuana dispensaries.

Oregon Ballot Measure 91 has qualified for the November, 2014, ballot regarding whether or not to enact a state law "legalizing the recreational use of marijuana, based on regulation and taxation to be determined by the Oregon Liquor Control Commission." The Ballot Measure in Section 42 has language that reads "State has exclusive right to tax marijuana. No county or city of this state shall impose any fee or tax, including occupation taxes, privilege taxes and inspection fees, in connection with the purchase,

sale, production, processing, transportation, and delivery of marijuana items.” Because this language does not specifically repeal a local marijuana tax in effect at the time of the measure’s passage, and because this language can be interpreted to read “No county or city of this state shall [after the effective date of this measure] impose any fee or tax . . .”, it can be argued that this language does not pre-empt city taxation. Alternatively, the language can be read as “No county or city of this state shall [be allowed at any time to] impose any fee or tax . . .” As such, absent adjudication in a state court, there is no assurance that a local tax imposed prior to passage of this initiative would survive beyond the effective date of the initiative.

DISCUSSION: The ordinance presented for Council consideration is a ten percent (10%) gross receipts tax on the sale of marijuana and marijuana-infused products. It imposes a five percent (5%) gross tax on the sale of marijuana and marijuana- infused products by sellers who are doing so under provisions of the Oregon Medical Marijuana Program. The tax would be paid by the seller by the last day of each month following the end of each calendar quarter. There are provisions in the proposed ordinance for penalties and interest for failure to pay on time, a procedure for failure to report and remit the tax, an appeals procedure, and a refund procedure.

A gross receipts tax is similar to a sales tax except that it is levied on the seller rather than the purchaser. The seller is responsible for maintaining accurate records of its gross revenues from taxable goods and services and then remitting a percentage to the taxing entity. Many businesses that are subject to a gross receipts tax will show the tax on the bill of sale they present to the customer, but it is nonetheless the business that is responsible for paying it. A gross receipts tax is similar to a franchise fee, and has the administrative advantages to be easy to collect, and easy to audit. The proposed ordinance allows the seller to retain five percent (5%) of all taxes due to defray the costs of bookkeeping and remittance.

Currently several cities in Oregon are considering the taxation of marijuana. This proposed ordinance that Council will consider is modeled after an ordinance written by the City Attorney’s Office for Happy Valley. The proposed ordinance is designed to allow the City to tax the sale of recreational marijuana. If the ordinance is adopted and the ballot measure passes, the question of whether the ordinance survives any challenges based on Section 42 of the ballot measure will probably be decided by the Courts. But without the passage of the ordinance, the City has no vehicle to potentially tax the sale of recreational marijuana and marijuana-infused products, if it wishes to do so.

FISCAL IMPACT: The fiscal impact of this ordinance is difficult to determine as it is unknown how many retail outlets and how much revenue would be generated by the sale of recreation marijuana and marijuana-infused products. There could be legal costs if the City has to defend any challenges to the ordinance.

STAFF RECOMMENDATION: The City Council should consider adopting the Ordinance Establishing a Tax on the Sale of Marijuana and Marijuana-Infused Products if it wants to tax the sale of such products.

NOTICE OF PUBLIC HEARING

PROPOSED ORDINANCE ESTABLISHING A TAX ON THE SALE OF MARIJUANA AND MARIJUANA PRODUCTS IN THE CITY OF FOREST GROVE AND ADDING A NEW CITY CODE SUBCHAPTER

NOTICE IS HEREBY GIVEN that the Forest Grove City Council will hold a Public Hearing on **Monday, September 22, 2014**, at **7:00 p.m.** or thereafter, in the Community Auditorium, 1915 Main Street, Forest Grove, to consider adopting an ordinance that would establish a tax on the sale of marijuana and marijuana products in the City of Forest and add a new City Code subchapter. The proposed ordinance, if enacted by the City Council, would take effect 30 days following its enactment.

This hearing is open to the public and interested parties are encouraged to attend. A copy of the staff report and proposed ordinance 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. Written comments or testimony may be submitted at the hearing or sent to the attention of the City Recorder's Office, PO Box 326, 1924 Council Street, Forest Grove, OR 97116, prior to the hearing. For further information, please call Anna Ruggles, City Recorder, at 503.992.3235.

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

NewsTimes
Public Notice
Published Wednesday, September 17, 2014

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ORDINANCE NO. 2014-09

**ORDINANCE ESTABLISHING A TAX ON THE SALE OF MARIJUANA
AND MARIJUANA-INFUSED PRODUCTS IN THE CITY OF FOREST GROVE AND
ADDING NEW CITY CODE SECTIONS 2.10.000 THROUGH 2.10.075**

WHEREAS, the City of Forest Grove is an Oregon home-rule municipal corporation with a City Charter that grants it all the powers and authority that the constitution, statutes and common law of the United States and this State expressly or impliedly grant or allow as though each such powers were specifically enumerated; and

WHEREAS, that authority and power includes the authority to impose a tax on the sale of marijuana and marijuana-infused products sold within the City; and

WHEREAS, the City desires to tax the sale or transfer of marijuana and marijuana-infused products within the City; and

WHEREAS, the City Council held a duly-noticed Public Hearing on this proposed ordinance on September 22, 2014.

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

Section 1. The Forest Grove City Council hereby establishes a tax on the sale of marijuana and marijuana-infused products in the City of Forest Grove and hereby amends Forest Grove Code by adding new Code Sections 2.10.000 through 2.10.075, titled "Marijuana Tax", as set forth in the attached Exhibit A.

Section 2. This Ordinance is effective 30 days following its enactment by the City Council.

PRESENTED AND PASSED the first reading this 22nd day of September, 2014.

PASSED the second reading this 22nd day of September, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 22nd day of September, 2014.

Peter B. Truax, Mayor

ORDINANCE NO. 2014-09
“EXHIBIT A”

CHAPTER 2 – PUBLIC PROTECTION OFFENSES

CITY OF FOREST GROVE CODE
NEW CODE SECTIONS 2.10.000 – 2.10.075

MARIJUANA TAX

2.10.000 **Purpose.**

For the purposes of this Chapter, every person who sells marijuana, medical marijuana or marijuana-infused products in the City of Forest Grove is exercising a taxable privilege. The purpose of this Chapter is to impose a tax upon the retail sale of marijuana, medical marijuana, and marijuana-infused products.

2.10.005 **Definitions.**

When not clearly otherwise indicated by the context, the following words and phrases as used in this Chapter have the following meanings:

Gross Taxable Sales. The total amount received in money, credits, property or other consideration from sales of marijuana, medical marijuana and marijuana-infused products that is subject to the tax imposed by this Chapter.

Manager. The City Manager, or designee, of the City of Forest Grove.

Marijuana. All parts of the plant of the Cannabis family Moraceae, whether growing or not; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant or its resin, as may be defined by Oregon Revised Statutes as they currently exist or may from time to time be amended. It does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted there from), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination.

Oregon Medical Marijuana Program. The office within the Oregon Health Authority that administers the provisions of ORS 475.300 through 475.346, the Oregon Medical Marijuana Act, and all policies and procedures pertaining thereto.

Person. Natural person, joint venture, joint stock company, partnership, association, club, company, corporation, business, trust, organization, or any group or combination acting as a unit, including the United States of America, the State of Oregon and any political subdivision thereof, or the manager, lessee, agent, servant, officer or employee of any of them.

Purchase or Sale. The retail acquisition or furnishing for consideration by any person of marijuana within the City and does not include the acquisition or furnishing of marijuana by a grower or processor to a seller. Registry identification cardholder. A person who has been diagnosed by an attending physician with a debilitating medical condition and for whom the use of medical marijuana may mitigate the symptoms or effects of the person's debilitating medical condition, and who has been issued a registry identification card by the Oregon Health Authority.

Retail sale. The transfer of goods or services in exchange for any valuable consideration and does not include the transfer or exchange of goods or services between a grower or processor and a seller.

Seller. Any person who is required to be licensed or has been licensed by the State of Oregon to provide marijuana or marijuana-infused products to purchasers for money, credit, property or other consideration.

Tax. Either the tax payable by the seller or the aggregate amount of taxes due from a seller during the period for which the seller is required to report collections under this Chapter.

Taxpayer. Any person obligated to account to the City Manager for taxes collected or to be collected, or from Chapter whom a tax is due, under the terms of this Chapter.

2.10.010 Levy of Tax.

- A. Every seller exercising the taxable privilege of selling marijuana and marijuana-infused products as defined in this Chapter is subject to and must pay a tax for exercising that privilege. This tax is in addition to any other taxes or fees required by the City.
- B. The amount of tax levied is as follows:
 - 1. Five percent (5%) of the gross sale amount paid to the seller of marijuana and marijuana infused products by a person who is a registry identification cardholder.
 - 2. Ten percent (10%) of the gross sale amount paid to the seller of marijuana and marijuana infused products by persons who are purchasing marijuana and marijuana-infused products but are not doing so under the provisions of the Oregon Medical Marijuana Program.

2.10.015 Deductions.

The following deductions are allowed against sales received by the seller providing marijuana:

- A. Refunds of sales actually returned to any purchaser;
- B. Any adjustments in sales that amount to a refund to a purchaser, providing such adjustment pertains to the actual sale of marijuana or marijuana-infused products and does not include any adjustments for other services furnished by a seller.

2.10.020

Seller Responsible For Payment Of Tax.

- A. Every seller must, on or before the last day of the month following the end of each calendar quarter (in the months of April, July, October and January) make a return to the Manager, on forms provided by the City, specifying the total sales subject to this Chapter and the amount of tax collected under this Chapter. The seller may request or the Manager may establish shorter reporting periods for any seller if the seller or Manager deems it necessary in order to ensure collection of the tax. The Manager may require further information in the return relevant to payment of the tax. A return is not considered filed until it is actually received by the Manager.
- B. At the time the return is filed, the seller must remit to the Manager the full amount of the tax collected. Payments received by the Manager for application against existing liabilities will be credited toward the period designated by the taxpayer under conditions that are not prejudicial to the interest of the City. A condition considered prejudicial is the imminent expiration of the statute of limitations for a period or periods.
- C. The City will apply non-designated payments in the order of the oldest liability first, with the payment credited first toward any accrued penalty, then to interest, then to the underlying tax until the payment is exhausted. Crediting of a payment toward a specific reporting period will be first applied against any accrued penalty, then to interest, then to the underlying tax.
- D. If the Manager, in his or her sole discretion, determines that an alternative order of payment application would be in the best interest of the City in a particular tax or factual situation, the Manager may order such a change. The Manager may establish shorter reporting periods for any seller if the Manager deems it necessary in order to ensure collection of the tax. The Manager also may require additional information in the return relevant to payment of the liability. When a shorter return period is required, penalties and interest will be computed according to the shorter return period. Returns and payments are due immediately upon cessation of business for any reason. Sellers must hold in trust all taxes collected pursuant to this Chapter for the City's account until the seller makes payment to the Manager. A separate trust bank account is not required in order to comply with this provision.
- E. Every seller required to remit the tax imposed by this Chapter is entitled to retain five percent (5%) of all taxes due to the City to defray the costs of bookkeeping and remittance.
- F. Every seller must keep and preserve in an accounting format established by the Manager records of all sales made by the seller and such other books or accounts as the Manager may require. Every seller must keep and preserve for a period of three years all

such books, invoices and other records. The Manager has the right to inspect all such records at all reasonable times.

2.10.025 Penalties and Interest.

- A. Any seller who fails to remit any portion of any tax imposed by this Chapter within the time required must pay a penalty of 10 percent (10%) of the amount of the tax, in addition to the amount of the tax.
- B. If any seller fails to remit any delinquent remittance on or before a period of 60 days following the date on which the remittance first became delinquent, the seller must pay a second delinquency penalty of 10 percent (10%) of the amount of the tax in addition to the amount of the tax and the penalty first imposed.
- C. If the Manager determines that the nonpayment of any remittance due under this Chapter is due to fraud, a penalty of 25 percent (25%) of the amount of the tax will be added thereto in addition to the penalties stated in subparagraphs A and B of this section.
- D. In addition to the penalties imposed, any seller who fails to remit any tax imposed by this Chapter must pay interest at the rate one percent (1%) per month or fraction thereof on the amount of the tax, exclusive of penalties, from the date on which the remittance first became delinquent until paid.
- E. Every penalty imposed, and any interest as accrues under the provisions of this section, becomes a part of the tax required to be paid.
- F. All sums collected pursuant to the penalty provisions in paragraphs A through C of this section will be distributed to the City's General Fund.
- G. Waiver of Penalties. Penalties for late tax payments may be waived or reduced if approved by City Council pursuant to City Council policy. Nothing in this subsection requires the City to reduce or waive penalties.

2.10.030 Failure To Report and Remit Tax – Determination of Tax by Manager.

- A. If any seller fails to make any report of the tax required by this Chapter within the time provided in this Chapter, the Manager will proceed to obtain facts and information on which to base the estimate of tax due. As soon as the Manager procures such facts and information upon which to base the assessment of any tax imposed by this Chapter and payable by any seller, the Manager will determine and assess against such seller the tax, interest and penalties provided for by this Chapter.
- B. If the Manager makes a determination as outlined in Subsection A, the Manager must give notice to the seller of the amount assessed. The notice must be personally served on the seller or deposited in the United States mail, postage prepaid, addressed to the seller at the last known place of address.

- C. The seller may appeal the determination as provided in Section 3.25.080. If no appeal is timely filed, the Manager's determination is final and the amount assessed is immediately due and payable.

2.10.035 Appeal.

- A. Any seller aggrieved by any decision of the Manager with respect to the amount of the tax owed along with interest and penalties, if any, may appeal the decision to the City Council.
- B. The seller must file the written notice of appeal within 10 days of the City's serving or mailing of the determination of tax due.
- C. The Council's decision is final subject only to judicial review pursuant to ORS 34.010 et seq.
- D. The City will serve the findings upon the appellant in the same manner as that used to give notice for a tax determination in City Code Section 2.10.030.B. Any amount found to be due is immediately due and payable upon the service of notice.

2.10.040 Refunds.

- A. The City may refund to the seller any tax, interest or penalty amount under any of the following circumstances:
 - 1. The seller has overpaid the correct amount of tax, interest or penalty; or
 - 2. The seller has paid more than once for the correct amount owed; or
 - 3. The City has erroneously collected or received any tax, interest or penalties.
- B. The City may not issue a refund under this subsection unless the seller provides to the Manager a written claim under penalty of perjury stating the specific grounds upon which the claim is founded and on forms furnished by the Manager. The seller must file the claim within one year from the date of the alleged incorrect payment to be eligible for a refund.
- C. The Manager has 20 calendar days from the date of the claim's receipt to review the claim and make a written determination as to its validity. After making the determination, the Manager will notify the claimant in writing of the determination by mailing notice to the claimant at the address provided on the claim form.
- D. If the Manager determines the claim is valid, the claimant may either claim a refund or take as credit against taxes collected and remitted the amount that was overpaid, paid more than once, or erroneously received or collected by the City. The claimant must notify the Manager of the claimant's choice no later than 15 days following the date the Manager mailed the determination and the claimant must do so in a manner prescribed by the Manager.
- E. If the claimant does not notify the Manager of claimant's choice within the 15-day period and the claimant is still in business, the

City will grant a credit against the tax liability for the next reporting period. If the claimant is no longer in business, the City will mail a refund check to claimant at the address provided in the claim form.

- F. The City will not pay a refund unless the claimant establishes by written records the right to a refund and the Manager acknowledges the claim's validity.

2.10.045 Actions to Collect.

Any tax required to be paid by any seller under the provisions of this Chapter is a debt owed by the seller to the City. Any tax collected by a seller that has not been paid to the City is a debt owed by the seller to the City. Any person owing money to the City under the provisions of this Chapter is liable to an action brought in the name of the City of Forest Grove for the recovery of the amount owing. In lieu of filing an action for the recovery, the City, when taxes due are more than 30 days delinquent, may submit any outstanding tax to a collection agency. So long as the City has complied with the provisions set forth in ORS 697.105, if the City turns over a delinquent tax account to a collection agency, it may add to the amount owing an amount equal to the collection agency fees, not to exceed the greater of \$50.00 or 50 percent (50%) of the outstanding tax, penalties and interest owing.

2.10.050 Violation Infractions.

- A. In addition to the penalties provided in section 2.10.025, a violation of this Chapter is punishable as set forth in City Code Section 1.095. It is a violation of this chapter for any seller or other person to:
1. Fail or refuse to comply as required herein;
 2. Fail or refuse to furnish any return required to be made;
 3. Fail or refuse to permit inspection of records;
 4. Fail or refuse to furnish a supplemental return or other data required by the Manager;
 5. Render a false or fraudulent return or claim; or
 6. Fail, refuse or neglect to remit the tax to the city by the due date.
- B. The remedies provided by this section are not exclusive and do not prevent the City from exercising any other remedy available under the law.
- C. The remedies provided by this section do not prohibit or restrict the City or other appropriate prosecutor from pursuing criminal charges under state law or City ordinance.

2.10.055 Confidentiality.

Except as otherwise required by law, it is unlawful for the City, any officer, employee or agent to divulge, release or make known in any manner any

financial information submitted or disclosed to the City under the terms of this Chapter. Nothing in this section prohibits any of the following:

- A. The disclosure of the names and addresses of any person who is operating a licensed establishment from which marijuana is sold or provided; or
- B. The disclosure of general statistics in a form which would not reveal an individual seller's financial information; or
- C. Presentation of evidence to the court, or other tribunal having jurisdiction in the prosecution of any criminal or civil claim by the Manager or an appeal from the Manager for amount due the City under this Chapter; or
- D. The disclosure of information when such disclosure of conditionally exempt information is ordered under public records law procedures; or
- E. The disclosure of records related to a business' failure to report and remit the tax when the report or tax is in arrears for over six months or when the tax exceeds \$5,000. The City Council expressly finds that the public interest in disclosure of such records clearly outweighs the interest in confidentiality under ORS 192.501(5).

2.10.060 Audit of Books, Records or Persons.

The City may examine or may cause to be examined by an agent or representative designated by the City for that purpose, any books, papers, records, or memoranda, including copies of seller's state and federal income tax return, bearing upon the matter of the seller's tax return for the purpose of determining the correctness of any tax return, or for the purpose of an estimate of taxes due. All books, invoices, accounts and other records must be made available within the City limits and be open at any time during regular business hours for examination by the Manager or an authorized agent of the Manager. If any taxpayer refuses to voluntarily furnish any of the foregoing information when requested, the Manager may immediately seek a subpoena from the Forest Grove Municipal Court to require that the taxpayer or a representative of the taxpayer attend a hearing or produce any such books, accounts and records for examination.

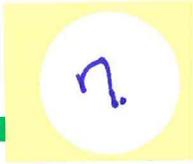
2.10.065 Forms And Regulations.

- A. The Manager is authorized to prescribe forms and promulgate rules and regulations to aid in the making of returns, the ascertainment, assessment and collection of the marijuana tax and to provide for:
 - 1. A form of report on sales and purchases to be supplied to all vendors;
 - 2. The records that sellers providing marijuana and marijuana-infused products must keep concerning the tax imposed by this Chapter.

2.10.070 **Severability.** The sections, subsections, paragraphs and clauses of this ordinance are severable. The invalidity of one section, subsection, paragraph, or clause does not affect the validity of the remaining sections, subsections, paragraphs and clauses.

2.10.075 **Savings.** Notwithstanding any amendment/repeal, the City ordinances in existence at the time any criminal or civil enforcement actions were commenced, remain valid and in full force and effect for purposes of all cases filed or commenced during the times this ordinance or portions thereof were operative. This section simply clarifies the existing situation that nothing in this Ordinance affects the validity of prosecutions commenced and continued under the laws in effect at the time the matters were originally filed.

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September 22, 2014

REPORT ON AN ORDINANCE GRANTING A FRANCHISE TO ASTOUND BROADBAND, LLC, A WASHINGTON LIMITED LIABILITY CORPORATION, TO CONDUCT A GENERAL TELECOMMUNICATIONS BUSINESS AND GRANTING A RIGHT TO USE PUBLIC RIGHTS OF WAY WITHIN THE CITY

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

ISSUE STATEMENT: Astound Broadband, LLC, (Astound) has applied to the City for a franchise to provide telecommunication services within the City. City Attorney and City Staff have prepared a franchise agreement based on the Electric Lightwave franchise agreement. The proposed franchise agreement is being presented for City Council review and approval.

DISCUSSION: Astound has requested a franchise agreement to provide telecommunication services within the City of Forest Grove. A new franchise agreement has been prepared based on the existing Electric Lightwave franchise agreement. Astound's current business plan is to initially provide fiber service to cell phone towers located in Forest Grove for which they have contracts with cell phone service providers. Then they plan to move on to major customers (City, school, other governments, healthcare, and large industries). Their market is big pipe service to large customers. They currently are not planning on providing cable TV service, or service to homes and small businesses. Astound has negotiated a pole rental agreement with the City through the L&P Department. Final approval of the pole agreement is awaiting approval of this franchise agreement. Astound will be applying for permits to place fiber in the right-of-way. Astound has been told that the City will review the applications but the final review of the permits will not be completed until the franchise has been finalized.

The proposed franchise agreement is substantially the same as the Electric Lightwave's franchise except as mentioned below. It is a non-exclusive franchise that the City is granting. The significant changes are:

- Section 5 – Astound will be given not less than 15 days written notice of persons desiring to move a building or other object that causes Astound to have to move its fiber facilities to facilitate the moving of objects within the right-of-way. Electric Lightwave is to receive 96 hours written notice. Fifteen days is more standard in

franchise agreements and most of these moves are known about well in advance of fifteen days. If an emergency arises, Astound will work with the City.

- Section 6 – Astound is interested in providing services to the City and is requesting that the possibility exist that in-lieu of all or a portion of the franchise could be offset by the value of the services provided to the City. This offset of the franchise fee would have to be agreed upon by both parties when the agreement for services is negotiated. The City Attorney's review comments said that there is no offset of the franchise fee unless the City agrees to do so at a later date. This provision just opens the possibility of offsetting franchise fees in exchange for services provided to the City. Other cities have approved or are considering the same language in their franchises. It gives both parties flexibility during service negotiations.

If Astound wants to provide cable services in the future, a separate franchise would have to be negotiated with MACC as this franchise does not grant Astound the authority to provide cable services.

FISCAL IMPACT: The fiscal impact revenue of this ordinance cannot be determined at this time as the revenue generated by Astound that will be subject to the franchise fee has not been estimated. The City's Light & Power Department will generate pole rental revenue from Astound after the fiber optic cable is installed on City poles.

STAFF RECOMMENDATION: Staff is recommending that the City Council approve the ordinance granting the franchise to Astound Broadband, LLC.



ORDINANCE NO. 2014-10

ORDINANCE GRANTING A FRANCHISE TO ASTOUND BROADBAND, LLC, A WASHINGTON LIMITED LIABILITY COMPANY, TO CONDUCT A GENERAL TELECOMMUNICATIONS BUSINESS AND GRANTING A RIGHT TO USE PUBLIC RIGHTS OF WAY WITHIN THE CITY

THE CITY OF FOREST GROVE ORDAINS AS FOLLOWS:

Section 1: The City of Forest Grove (City) grants to Astound Broadband, LLC a Washington limited liability company (Astound Broadband), its successors and assigns, the right and privilege to conduct a general telecommunications business with the City and to place, erect, lay, maintain and operate in, upon, under and over public rights of way within the City poles, wires, cables, fiber optics, conduit and other appliances and conductors (collectively, facilities) for the transmission of light, electricity, or other impulses for telecommunications purposes, including the provision of telecommunications, private line, and internet access services (collectively, telecommunications services). Such facilities may be strung upon poles and other fixtures above ground or may be laid underground in pipes and conduits or otherwise protected. Whenever possible for new development, underground facilities will use a common trench located by the Forest Grove Light & Power Department. This ordinance does not grant Astound Broadband authority to use its facilities to provide cable services or any other non-telecommunications services. This ordinance is subject to, and Astound Broadband agrees to comply with, applicable state, federal and City laws, rules, regulations, ordinances, resolutions or orders now in effect or adopted after this ordinance takes effect.

Section 2: Astound Broadband is granted authority to make all needed and necessary excavation in any public right of way. All excavation and construction work must comply with City ordinances, resolutions, rules and orders now in effect or that take effect during the term of this franchise. City will enter discussions with Astound Broadband to achieve acceptable solutions to issues identified by Astound Broadband regarding proposed changes to City ordinances, resolutions, rules or orders whenever such discussions are practicable. Astound Broadband does not waive its right to challenge the legality, validity or enforceability of any changes to City ordinances, resolutions, rules or orders adopted after this ordinance takes effect. This ordinance does not require Astound Broadband to comply with future ordinances, resolutions, rules or orders that apply only to Astound Broadband. Astound Broadband is not required to use any City-owned conduit or appurtenances for which the City imposes any fee, tax or other charges for its use.

Section 3: Whenever Astound Broadband disturbs any public right of way for the purpose of excavation or construction, it must restore as soon as practicable the public right of way to at least as good condition as existed prior to excavation or

construction, as directed by City. If Astound Broadband fails to restore the public right of way within a reasonable time after receipt of written notice from City or fails to do so as directed by City, then City will make such restoration and Astound Broadband must reimburse City for the costs of such restoration. Restoration to the condition that existed before excavation or construction does not require Astound Broadband to restore areas larger than the areas of excavation and construction.

Section 4: This ordinance does not limit the authority of the City to sewer, grade, pave, and repair, alter or improve any public right of way in or upon which Astound Broadband may place facilities. To the extent possible all such City work or improvements will be done in a manner that does not obstruct or prevent the free use of Astound Broadband facilities.

Section 5: Whenever it becomes necessary to temporarily rearrange, remove, lower or raise Astound Broadband facilities for the passage of buildings, machinery or other objects, Astound Broadband will temporarily rearrange, remove, lower or raise its facilities as required by City. The person moving any such buildings, machinery or other objects must pay the entire actual cost to Astound Broadband of changing, altering, moving, removing or replacing its facilities so as to permit such passage. The person must deposit in advance with Astound Broadband a sum equal to the cost as estimated by Astound Broadband and must pay all damages and claims of any kind, direct or consequential, caused directly or indirectly by the changing, altering, moving, removing or replacing of facilities, except damages or claims resulting from the sole negligence of Astound Broadband. Astound Broadband will be given not less than fifteen (15) days written notice by the person desiring to move a building or other object. This notice must state the route of movement of such building or other objects over and along the public rights of way and must be approved by the City. Such moving must be done as quickly as possible without unnecessary delay to limit expense and inconvenience to Astound Broadband.

Section 6: As consideration for the use of City's public rights-of-way, Astound Broadband shall remit to City an annual fee of five percent (5%) of its gross revenues earned, less bad debts, from the provision of telecommunications services within the City. The privilege tax shall be payable semi-annually on or before March 15 for the six month period ending December 31, and September 15 for the six-month period ending June 30, and the first and last payments must be for that fractional part of the calendar year during which this franchise is in effect. City shall have the right, upon 48 hours' notice and during normal business hours, to conduct or cause to be conducted an audit of gross revenues as defined herein for the purpose of ascertaining whether Astound Broadband's franchise fee payments have met the requirements of this franchise. Any difference of payment due either the City or Grantee following audit shall be payable within thirty (30) days after written notice to the affected party. Neither party is entitled to recover any under-or over-payment more than three years after the payment's due date. In lieu of all or a portion of the franchise fee payment required under this Section, Astound Broadband may provide telecommunications or other

services to the City. Any agreement for the provision of such services will be as mutually agreed by the parties in separate documentation and the offset value of any such services provided to the City will be determined based on the standard rates Astound Broadband charges to third-party customers for substantially equivalent services.

Section 7: The rights, privileges and franchise granted will continue and be in full force for a period of five (5) years from the date of enactment of this ordinance. The franchise will be automatically renewed for an additional five years unless the City notifies Grantee in writing at least 90 days prior to the termination date of the franchise of its intent to terminate the franchise or renegotiate provisions of the franchise. This ordinance does not grant a franchise unless it is accepted in writing by Astound Broadband within sixty (60) days after its enactment.

Section 8: This ordinance is effective 30 days following its enactment by the City Council.

PRESENTED AND PASSED the first reading this 22nd day of September, 2014.

PASSED the second reading this 13th day of October, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 13th day of October, 2014.

Peter B. Truax, Mayor

TO THE CITY COUNCIL OF THE CITY OF FOREST GROVE, OREGON:

Astound Broadband, LLC hereby unconditionally accepts the right, privilege and franchise granted unto it, its successors and assigns, by that certain franchise passed by the City Council of the City of Forest Grove, Oregon, on the _____ day of _____, 2014, designated as Ordinance No. 2014-10 and entitled:

"ORDINANCE GRANTING A FRANCHISE TO ASTOUND BROADBAND, LLC,
A WASHINGTON LIMITED LIABILITY COMPANY,
TO CONDUCT A GENERAL
TELECOMMUNICATIONS BUSINESS AND GRANTING A RIGHT
TO USE PUBLIC RIGHTS OF WAY WITHIN THE CITY."

DATED this _____ day of _____, 2014.

ASTOUND BROADBAND, LLC

By: _____

Title: _____

Receipt of within and foregoing acceptance by Astound Broadband, LLC is hereby acknowledged on this 13th day of October, 2014.

CITY OF FOREST GROVE, OREGON

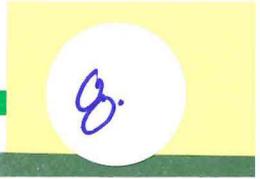
By: _____

Michael J. Sykes

Title: City Manager

Attested: _____

Anna D. Ruggles, CMC, City Recorder



September 22, 2014

**STAFF REPORT AND RESOLUTION AMENDING
THE PUBLIC ARTS COMMISSION BY-LAWS**

Project Team: Colleen Winters, Library Director
Tom Gamble, Parks and Recreation Director
Michael Sykes, City Manager

ISSUE STATEMENT: The City of Forest Grove established the Public Arts Commission by resolution on January 23, 2006. Its primary mission (which is included in the By-Laws) is to enhance the cultural and aesthetic quality of life in Forest Grove by serving to preserve, promote and develop public access to the arts. To enhance this mission, the commission is proposing two changes to the by-laws.

DISCUSSION: Attached are the proposed revisions to the by-laws. The Public Arts Commission has approved these changes by two votes in accordance with the by-laws and is recommending the City Council approve by resolution the following changes:

In Section III, Paragraph B, has changed. The wording: "to coordinate an events calendar for publicizing events to the community and outside the community through a variety of media" has been removed and the proposed wording is now: "To promote the arts in Forest Grove to enrich the lives of its citizens through education and demonstration. To assist with the promotion of arts events in the broader community." This change more clearly defines the evolution of the commission to date.

In Section IV, Paragraph A has changed. The wording: "three citizens at large, a senior community representative and representatives from the following organization: Pacific University, Forest Grove School District, Chamber of Commerce, Theatre in the Grove, and Valley Art Association" has been removed. The proposed change is: "The Public Arts Commission will consist of nine (9) voting members appointed by the Mayor with the consent of the City Council. The members will be citizens with an interest in the development, acquisition, preservation and accessibility of arts in the community. A student from a local high school or Pacific University will be appointed as a non-voting member." This change clearly ties the membership to the change in Section III, giving membership to those interested in serving not simply by organizational affiliation. This change will also give the City Council additional flexibility in appointments to this commission.

No other changes are proposed at this time.

FISCAL IMPACT: Staff does not expect any fiscal impact because of these changes.

STAFF RECOMMENDATION: Staff along with the Public Arts Commission recommend City Council approve the attached resolution.

RESOLUTION NO. 2014-70

**RESOLUTION AMENDING THE CITY OF FOREST GROVE
PUBLIC ARTS COMMISSION BYLAWS; AMENDING RESOLUTION NO. 2009-27**

WHEREAS, Resolution No. 2006-06 has provided for a Public Arts Commission (PAC) and Resolution No. 2009-27 establishes the PAC Bylaws; and

WHEREAS, a proposal has been initialed by the PAC to amend their Bylaws, Section III, paragraph B, and Section IV, paragraph A, to allow members to be appointed who have an interest in the development, acquisition, preservation and accessibility of arts in the community instead of by organizational affiliation; and

WHEREAS, the PAC have reviewed and approved the proposed amendments in accordance with their Bylaws.

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

Section 1. The Forest Grove City Council hereby approves amending Resolution No. 2009-27, PAC Bylaws, attached as Exhibit A: Section III, paragraph B, to read: "To promote the arts in Forest Grove to enrich the lives of its citizens through education and demonstration. To assist with the promotion of arts events in the broader community." and Section IV, paragraph A to read: "The Public Arts Commission will consist of nine (9) voting members appointed by the Mayor with the consent of the City Council. The members will be citizens with an interest in the development, acquisition, preservation and accessibility of arts in the community. A student from a local high school or Pacific University will be appointed as a non-voting member."

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

PRESENTED AND PASSED this 22nd day of September, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 22nd day of September, 2014.

Peter B. Truax, Mayor

PUBLIC ARTS COMMISSION BY-LAWS

Revised June 12, 2014

Section I.

Name: Forest Grove Public Arts Commission (PAC)

Section II.

Established: The Commission was established January 23, 2006, by an act of the Forest Grove City Council by Resolution No. 2006-06 to enhance the cultural and aesthetic quality of life in Forest Grove by serving to preserve, promote, and develop public access to the arts.

Section III.

Responsibilities and Functions: The Commission is charged with the responsibility

- A. To foster relationships between these organizations, and other organizations and individuals to ensure the arts continue to be of value as an integral part of Forest Grove.
- B. To promote the arts in Forest Grove to enrich the lives of its citizens through education and demonstration. ~~To coordinate an events calendar for publicizing events to the community and outside the community through a variety of media~~ To assist with the promotion of arts events in the broader community.
- C. To advise Council, Parks and Recreation Commission, Historic Landmarks Board, and the Planning Commission in using public art to enhance existing development in public parks and other public lands and in public structures.
- D. To advise Council, Planning Commission, Parks and Recreation Commission, other City Boards, Committees, and Commissions, and City departments regarding artistic components of all municipal government projects under consideration by the City. The Commission may also serve as a resource for artistic components of land use developments.
- E. To advise Council and make recommendations regarding policies and programs that would enhance and encourage the planning, placement and maintenance of public displays of art in locations open to the public within the community.
- F. To encourage connections with other local, regional, and national organizations working for the benefit of the arts and preservation of artistic values, and other similar activities.
- G. To recognize and encourage groups and organizations that enrich Forest Grove life by bringing cultural and artistic values and artifacts to the City.
- H. To pursue and consider opportunities, gifts and grants for support of arts programs and activities and the procurement of public art and to respond to offers of art donations.
- I. To foster community arts activities as a vehicle for local economic development.

Section IV.

Internal Organization:

A. Membership and Terms:

The Public Arts Commission will consist of nine (9) voting members appointed by the Mayor with consent of the City Council. The members will be ~~three citizens at large, a senior community representative and representatives from the following organizations: Pacific University, Forest Grove School District, Chamber of Commerce, Theatre in the Grove, and Valley Art Association.~~ citizens with an interest in the development, acquisition, preservation and accessibility of arts in the community. A student from a local high school or Pacific University will be appointed as a non-voting member.

The Public Arts Commission members will serve three-year, staggered terms. The original appointees will be appointed as follows: three for one year, three for two years, three for three years, and thereafter all terms will be for three years. Vacancies can be filled at any time to complete a given term.

The City Council will select one of its members to serve as its non-voting liaison to the Commission. The Forest Grove Library Director and the Parks & Recreation Director or their designees will serve as non-voting liaisons.

B. Chairperson:

The chairperson shall be elected annually in January by the committee following new or continuing appointments to the PAC by the City Council. The chairperson is accountable to the committee for the following designated functions in all respects. Specific responsibilities of the chairperson may be changed by committee action at any time by majority vote of the entire membership.

Routine functions and responsibilities of the chairperson shall include:

1. Development of a written agenda in sufficient time to allow for distribution to the committee prior to any regular meeting.
2. Chairing all meetings. In the event the chairperson cannot be present at any given meeting, the chairperson is responsible for appointing a substitute to chair the meeting.
3. Presents the yearly major activity report to the Council. The report will be written and presented orally in a public forum.

C. Secretary:

The Secretary is the recording officer of the Committee and is responsible for ensuring that an accurate record of the proceedings of the Committee is maintained by the Committee. All minutes shall be approved at the next regular meeting with due opportunity for corrections and additions. The Commission will provide the Council with minutes of all meetings within 45 days of such meetings.

D. Meetings (Regular and Special):

The Commission will meet at least monthly. Special meetings may be called by vote of the committee at any regular meeting, by the chairperson, by request from the Council's liaison, or by written petition by three or more members. All regular and special meetings are open to the public. Citizens in attendance shall be given an opportunity to participate, without vote, in any discussion.

E. Quorum:

A majority of the members of PAC as appointed by Council.

F. Voting and Decision Making:

1. Consensus will be used during the meetings where possible or feasible. Any member may object to the use of a consensus decision at any time on any given issue. If there is an objection, the chairperson shall commit the issue to a vote by the commission.

2. Decisions by voting shall be decided by a majority of those members present and voting.

3. A change in the voting procedure described in previous item F2 may be used on any specific item if the committee, prior to the vote, agrees by consensus or vote to require more than a majority for passage.

4. The chairperson has the right to vote whenever a vote is cast. In case of a tie vote with the chairperson voting, the motion fails.

G. Role of Council Liaison to PAC:

1. Council's liaison shall have the freedom of the floor at all times to present Council's views and to comment, recommend, or suggest actions to the PAC.

2. Council's liaison shall not vote at PAC meetings.

3. Council's liaison is not responsible to convey the majority and/or the minority PAC actions and recommendations to the Council. This is the chairperson's responsibility. Further, the liaison is not obligated to support PAC opinions and recommendations during formal meetings of the Council.

Section V.

Issues:

The rules contained in Robert's Rules of Order Newly Revised shall govern this Commission in all cases where these By-Laws are insufficient in specification of procedure. The PAC will operate in the general public interest serving the community as a whole. The PAC will serve no special interests and will not endorse any commercial product or enterprise.

Section VI.

Amending the PAC By-Laws:

A majority of all members must vote affirmatively to modify the committee's By-Laws on at least two separate regular meetings. Final decisions on a By-Law change shall not be made

until at least the next regular meeting following the introduction of the motion. All By-Law changes adopted by the PAC must be approved by Council. The By-Laws shall be reviewed on an annual basis.

MEMORANDUM

TO: Mayor Peter Truax and City Councilors

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

DATE: September 22, 2014

SUBJECT: Appointment to Public Arts Commission

BACKGROUND:

There currently exists a vacancy on the Public Arts Commission (PAC), term expiring December 31, 2016, brought about by the amendment to the PAC Bylaws, pursuant to the adoption of Resolution No. 2014-70.

The Council interviewed Emily Lux in Work Session, held August 11, 2014, and made recommendation to appoint Lux to PAC when a vacancy occurred. Staff has contacted Lux who has advised staff that she is available and very interested in serving and filling the vacancy on PAC.

STAFF RECOMMENDATION:

Staff is recommending the City Council consider approving at the Council meeting of September 22, 2014, a resolution making the above-noted appointment. If Council desires not to make this appointment, Council may reject placing this item on the Consent Agenda and/or discuss separately.

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RESOLUTION NO. 2014-71

**RESOLUTION MAKING APPOINTMENT
TO THE CITY OF FOREST GROVE
PUBLIC ARTS COMMISSION**

WHEREAS, Resolution No. 2006-06 has provided for a Public Arts Commission; and

WHEREAS, Resolution Number 2006-10 provides that vacancies on City Advisory Boards, Committees and Commissions brought about by resignation or removal shall be filled by appointment to fill the full unexpired term of that seat by City Council and also provides that incumbents of a standing Citizen Advisory Boards, Committees, and Commissions may reapply for appointment; and

WHEREAS, the City Council has received application from a citizen desiring to serve on the Public Arts Commission; and

WHEREAS, the PAC Bylaws were amended pursuant to Resolution No. 2014-70, which removed the various organizational affiliations creating a vacancy position on the PAC.

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

Section 1. That the following person is hereby appointed to the City of Forest Grove Public Arts Commission for the following term (new appointment noted in **CAP** and **BOLD**):

<u>Last Name:</u>	<u>First Name:</u>	<u>Term Expires:</u>
Broom	Kathy	December 31, 2015
Frye	Laura	December 31, 2014
Leatham	Kathleen	December 31, 2015
Lommen	Dana	December 31, 2014
LUX	EMILY	DECEMBER 31, 2016
Smith	Barb Helvi	December 31, 2014
Taylor	Linda	December 31, 2016
Truax	Pat	December 31, 2015
Zurcher	Dana	December 31, 2016
VACANCY	Student	December 31, 2014

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

PRESENTED AND PASSED this 22nd day of September, 2014.

Anna D. Ruggles, City Recorder

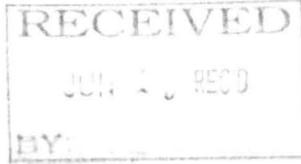
APPROVED by the Mayor this 22nd day of September, 2014.

Peter B. Truax, Mayor



Interview
August 11, 2014
5:40pm

CITIZEN ADVISORY BOARDS, COMMITTEES, & COMMISSIONS



(Please complete, sign and date application form and return to:
City of Forest Grove
Attn: Anna Ruggles, City Recorder
1924 Council Street • P. O. Box 326
Forest Grove, OR 97116-0326
Fax • 503.992.3207 Office • 503.992.3235
aruggles@forestgrove-or.gov

Please check the Advisory Board on which you would like to be considered for appointment. If interested in serving on multiple Boards, please list the order of preference (1-10). Terms vary. (Please note: The meeting dates/times are subject to change with advance notice).

- | | | | |
|--|-----------------------------------|--|---|
| <input type="checkbox"/> Budget Committee | 3-4 times in May | <input type="checkbox"/> Parks & Recreation Commission | 3 rd Wednesday, 7am |
| <input type="checkbox"/> Committee for Citizen Involvement | 3 rd Thursday, 5:30pm | <input type="checkbox"/> Planning Commission | 1 st & 3 rd Monday, 7pm |
| <input type="checkbox"/> Community Forestry Commission | 3 rd Wednesday, 5:15pm | <input checked="" type="checkbox"/> Public Arts Commission | 2 nd Thursday, 5pm |
| <input type="checkbox"/> Economic Development Commission | 1 st Thursday, Noon | <input type="checkbox"/> Public Safety Advisory Commission | 4 th Wednesday, 7:30am |
| <input type="checkbox"/> Historic Landmarks Board | 4 th Tuesday, 7:15pm | <input type="checkbox"/> Sustainability Commission | |
| <input type="checkbox"/> Library Commission | 2 nd Tuesday, 6:30pm | | |

NAME: Emily Lux HOME PHONE: [REDACTED]
 RESIDENCE ADDRESS: [REDACTED] Forest Grove, OR 97116 BUSINESS PHONE: N/A
 MAILING ADDRESS: As above E-MAIL: [REDACTED]
 EMPLOYER: Hillsboro School District/Emily Lux Painting OCCUPATION/PROFESSION: Artist/Teacher

Years living in Forest Grove? 7 Live in City limits? Yes How did you hear of this opportunity? Dana Zurcher
 How would you currently rate City's performance? Excellent Good Fair Poor
 What ideas do you have for improving "Fair" or "Poor" performance? _____

Why are you interested in serving on the Advisory Board/Committee/Commission? I am highly interested in Public Art and see Forest Grove as a city that has untapped resources, enthusiasm and opportunity in this area. Great strides have already been made increase public art by the committee, and I would love to add my ideas and experience to follow this momentum.

What contributions do you feel you can/will make to the Board/Committee/Commission? I have initiated, managed and executed public arts projects as both the lead artist and employee and am knowledgeable of the realities of what it takes to manifest successful outcomes. I would be an asset to a comprehensive support system to help maximize project success.

What qualifications, skills, or experiences would you bring to the Board/Committee/Commission? I am an experienced and enthusiastic public artist with a strong background in projects designed to include community members of all ability levels. I am very organized, am a Special Education teacher and former manager, and enjoy working with people of diverse backgrounds.

Previous/current appointed or elected offices: N/A
 Previous/current community affiliations or activities: TITG restoration project, upcoming Valley Art mural, MAT from Pacific University

If not appointed at this time, may we keep your name on file? Yes No

Signature <u>Emily Lux</u>	Date <u>6/17/2014</u>
<i>I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.</i>	

(App 11/13)

September 22, 2014

**REPORT AND RESOLUTION
WASHINGTON COUNTY CONSOLIDATED COMMUNICATIONS AGENCY (WCCCA)
INTERGOVERNMENTAL AGREEMENT CHANGES**

**PROJECT TEAM: Michael Kinkade, Fire Chief
Tom Johnston, Council President
Michael Sykes, City Manager**

ISSUE STATEMENT:

The Washington County Consolidated Communications Agency (WCCCA) is updating their intergovernmental agreement with all 19 participating agencies. The representative for Forest Grove on the WCCCA Board of Commissioners is Council President Tom Johnston, who has participated and approved these changes as a Commissioner. Fire Chief Michael Kinkade is the Commissioner for the City of Cornelius, who has also participated in the process that resulted in these changes and approved them. In the June meeting of the WCCCA Board of Commissioners, all 19 agencies approved these changes to be forwarded to the governing bodies.

DISCUSSION

Below is a summary of the changes that have been made to the agreement:

1. In several Sections addressing authority for decisions, language added to allow for inclusion of TAC when appropriate in the customary chain of authority for WCCCA – look for this language “...as approved through the normal chain of authority for the Agency.”
2. Section 5 – Technical Advisory Committee – Language updated to ensure that TAC is the reflected title throughout the section (and other sections), to address alternates, eliminate each individual jurisdiction in this section so if something changes in the future the IGA doesn't have to be reopened specifically for that,

define the appropriate participants, ensure that the duties of TAC are appropriately represented and define quorum and the vote process for TAC.

3. Section 7 – Added the current 3% cap language (it had been in the former Appendix A and is written here as it is written in the WCCCA by-laws).
4. Section 10 and appendix A – update language to reflect the currently used “member fee”, eliminating the term “user”.
5. Appendix A – renovation of this language serves a couple of purposes:
 - a. Eliminate the former “black box” process and language in favor of the member fee sub-committee’s recommendations for new elements of a fee formula, outlined generally with the understanding there may be change in the future
 - b. Encourages monitoring of the efficacy of the costing ratios
 - c. Member involvement in review of the formula through the convening of member fee sub-committees in the future
 - d. Fee formula can be modified without reopening the IGA
6. In general, the changes made primarily address the changes to the member fee formula and address the current function of TAC. A member fee formula work group was established and met from May to October 2014 to discuss the current user fee allocation model, possible new inputs to the model and methodologies that could be employed to move toward a more equitable distribution of the fee among user agencies. Forest Grove Council President Tom Johnston and Fire Chief Michael Kinkade were part of this work group. It was determined that the current law enforcement model’s use of “cost by console” caused some agencies to experience higher or lower costs depending on who they were grouped with on a console for the same service. The group decided the best option was to move away from dividing the costs up by console and move toward an input driven model allocating costs based on inputs. For law enforcement, historically the only allocation input used was solely population. While this is a very stable input that does not vary significantly from year to year, it does not capture how agencies use the system or how their usage of the system impacts WCCCA. The group determined that the fee for law enforcement would be best allocated based on three inputs for each agency, these are 1) 34% population, 2) 33% “Public” calls for service (self-initiated calls are not included)(24 month look back), and 3) 33% radio air-time over the past 12 months. The 24 month look back is used to smooth out spikes in calls year over year. For fire agencies costs have been historically divided up based on annual calls for service. There was much discussion about what constitutes a call and what does not. The group decided to exclude “move-ups” from the call count as this was not actually a call for service but moving equipment. There was also much discussion about the inputs to use, from only calls to some mix of calls, population, and assessed value. Assessed value was determined to not be a good fit as there was not a direct correlation between value and the service that fire provides but it was

looked at as a stabilizer to help the fire users realize a more stable year over year fee allocation. In order to remove some of the volatility that fire users had experienced in the past, the group decided to include inputs based on 25% population and 75% calls for service (excluding move-ups, with a 24 month look back).

FISCAL IMPACT:

Based on spreadsheet models using last year's call data, it appears that there would be an increase in law enforcement fees but a corresponding decrease in fire department fees. As the plan is for this to go into effect for FY15/16 we do not have information available to determine exact costs per agency yet, but believe that the proposed plans will help reduce some of the past volatility and are a fair cost allocation measure. Once we have a finalized FY15/16 fee out of the WCCCA Board retreat they can begin to pull together call counts, airtime and population inputs in order to determine the fee allocation for each agency.

STAFF RECOMMENDATION:

Staff recommends the City Council approve the WCCCA IGA changes.

ATTACHMENT:

WCCCA IGA

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RESOLUTION NO. 2014-72

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENDORSE THE AMENDMENTS TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF FOREST GROVE AND WASHINGTON COUNTY CONSOLIDATED COMMUNICATIONS AGENCY, AMENDMENT NO. 2

WHEREAS, the Amendment to the Washington County Consolidated Communications Agency Intergovernmental Agreement (herein "Intergovernmental Agreement") is made and entered into, pursuant to ORS 190.010 and by and among the Cities of Banks, Beaverton, Cornelius, Durham, Forest Grove (including Forest Grove Rural Fire Protection District), Gaston, Hillsboro, King City, North Plains, Sherwood, Tigard, and Tualatin; the Fire Districts of Tualatin Valley Fire & Rescue, Washington County Fire District #2, Cornelius Rural Fire, Gaston Rural Fire, Banks Fire Protection District #13; Forest Grove Rural Fire and Washington County (herein "participating jurisdictions"); and

WHEREAS, the participating jurisdictions have previously entered into the Intergovernmental Agreement creating the Washington County Consolidated Communications Agency (herein "Agency" or "WCCCA") for purposes of establishing and operating a public safety emergency communications system inclusive of a 9-1-1 jurisdiction as contemplated by ORS 403.105 to 403.250 that provides a cooperative and coordinated 9-1-1 primary public safety answering point for police, fire and emergency medical services for the benefit of all participating jurisdictions; and

WHEREAS, from time to time, by amendment, the Intergovernmental Agreement has been modified to provide, among other things, expanded membership in the Agency; and

WHEREAS, the participating jurisdictions now desire to further amend the Intergovernmental Agreement to provide, among other things, for a new fee formula for participating jurisdictions and updating the language of the Intergovernmental Agreement to appropriately reflect the current ORS references and participating jurisdictions;

WHEREAS, the Intergovernmental Agreement is hereby amended, with said amendments incorporated into the text of the Intergovernmental Agreement and the entirety of the Intergovernmental Agreement, as amended, set forth in the attached Exhibit A (IGA).

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

Section 1. The City Council of the City of Forest Grove hereby approves the amendments to the Intergovernmental Agreement between the City of Forest Grove and Washington County Consolidated Communications Agency as stated in the IGA, Amendment No. 2 (attached as Exhibit A).

Section 2: The City Manager is hereby authorized to endorse the WCCCA IGA, Amendment No. 2 (attached as Exhibit A) on behalf of the City of Forest Grove.

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

PRESENTED AND PASSED this 22nd day of September, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 22nd day of September, 2014.

Peter B. Truax, Mayor

AMENDMENT No. 2
TO
INTERGOVERNMENTAL AGREEMENT
WASHINGTON COUNTY CONSOLIDATED COMMUNICATIONS AGENCY

THIS AMENDMENT to the Washington County Consolidated Communications Agency Intergovernmental Agreement (herein "Intergovernmental Agreement") is made and entered into, pursuant to ORS 190.010 and by and among the Cities of Banks, Beaverton, Cornelius, Durham, Forest Grove (including Forest Grove Rural Fire Protection District), Gaston, Hillsboro, King City, North Plains, Sherwood, Tigard, and Tualatin; the Fire Districts of Tualatin Valley Fire & Rescue, Washington County Fire District #2, Cornelius Rural Fire, Gaston Rural Fire, Banks Fire Protection District #13; Forest Grove Rural Fire and Washington County (herein "participating jurisdictions").

WITNESSETH

WHEREAS the participating jurisdictions have previously entered into the Intergovernmental Agreement creating the Washington County Consolidated Communications Agency (herein "Agency" or "WCCCA") for purposes of establishing and operating a public safety emergency communications system inclusive of a 9-1-1 jurisdiction as contemplated by ORS 403.105 to 403.250 that provides a cooperative and coordinated 9-1-1 primary public safety answering point for police, fire and emergency medical services for the benefit of all participating jurisdictions; and

WHEREAS, from time to time, by amendment, the Intergovernmental Agreement has been modified to provide, among other things, expanded membership in the Agency; and

WHEREAS the participating jurisdictions now desire to further amend the Intergovernmental Agreement to provide, among other things, for a new fee formula for participating jurisdictions and updating the language of the Intergovernmental Agreement to appropriately reflect the current ORS references and participating jurisdictions;

NOW THEREFORE, the Intergovernmental Agreement is hereby amended, with said amendments incorporated into the text of the Intergovernmental Agreement and the entirety of the Intergovernmental Agreement, as amended, set forth below.

TERMS AND CONDITIONS

1. WASHINGTON COUNTY CONSOLIDATED COMMUNICATIONS AGENCY

The participating jurisdictions hereby create a 9-1-1 jurisdiction responsible for the provision of 9-1-1 service and public safety communications and agree that the Agency will be under ORS 190.003; and known as the WASHINGTON COUNTY CONSOLIDATED COMMUNICATIONS AGENCY.

2. POWERS AND AUTHORITY

The Agency is vested with all powers, rights and duties necessary for performing the functions of a 9-1-1 public safety answering point and initiating appropriate response pursuant to ORS 403.105 to 403.250, including, but not limited to contracting for such services, as approved through the normal chain of authority for the Agency.

3. GOVERNING BODY AND VOTING BOARD

a. The Agency shall be governed by a Board of Commissioners (herein "Board"), whose membership shall consist of voting and non-voting members. One representative from each participating jurisdiction shall constitute the Board. Each participating jurisdiction shall appoint, at its pleasure, one primary representative and one alternative representative, who may attend and participate, as provided herein, in all Board meetings in the absence of the participating jurisdiction's primary representative. Representatives and alternates shall be an elected official or employee of their respective participating jurisdictions.

b. Only the herein identified participating jurisdictions' Board members shall have the authority to move, second or vote on any Agency Board action. These participating jurisdiction representatives shall be known as the Agency Voting Board. The Agency Voting Board will consist of those representatives of participating jurisdictions, singly or in combination, that contribute one percent or more of the total user fees paid by all participating jurisdictions. Initially the Voting Board shall consist of representatives of the cities, of Beaverton, Hillsboro, Tigard, Tualatin, Forest Grove, Sherwood, and Cornelius; Washington County; and the Tualatin Valley Fire and Rescue. In addition the Voting Board shall include one representative selected by the City participating jurisdictions of King City, Durham, North Plains, Gaston, and Banks, and one representative selected by the participating Fire District participating jurisdictions of Cornelius Rural Fire Protection District, Banks Fire Protection District #13, Gaston Rural Fire Protection District, and Washington County Fire District #2.

c. The Voting Board shall be responsible for

- Approval and adoption of the Agency Strategic Plan
- Adoption of the Agency's annual budget and objectives

- Approval of the “User Formula” for calculating fees to participating jurisdictions
 - Approval of all contracts in amounts as authorized by Agency administrative directive.
- d. All meetings of the Voting Board and CEO Board shall be held in accordance with Oregon Public Meeting Laws, ORS 192.610 to 192.690. A majority of the members of the Voting Board shall constitute a quorum for purpose of deliberation and decision of the Agency. All decisions of the Voting Board, unless otherwise provided herein, shall require a majority vote of those representatives in attendance and voting.
- e. The Voting Board, at the first meeting of every other calendar year, shall elect a Chair and Vice-Chair. The Chair shall be an elected official unless there is no elected official on the Voting Board willing to accept the position of Chair. If an elected official is unavailable or unwilling to serve, any member of the Voting Board may be elected Voting Board Chair. The term of the Chair and Vice-Chair shall be two years. The Chair, and in his/her absence the Vice-Chair, shall preside over all Voting Board meetings. The Communications Director, or designee, shall act as Clerk of the Board and be responsible for providing notices of meetings and keeping of minutes, as required by Oregon Public Meetings Laws.
4. CEO BOARD
- a. There is hereby established a Chief Executive Officer's Board (herein "CEO Board") consisting of five (5) Voting Board participating jurisdiction representatives. The CEO Board shall consist of the Chair of the Voting Board (who shall be the Chair of the CEO Board); the Chief Administrative Officers or their designees from the two largest participating jurisdictions (as determined by the participating jurisdiction's user fee contribution), and two Chief Administrative Officer members who shall be appointed at-large by the Voting Board from the remaining participating jurisdictions. In the event the CEO Chair also represents one of the two largest participating jurisdictions, then three at-large members of the CEO Board shall be appointed, by the Voting Board, from the remaining participating jurisdictions. The CEO Board shall elect a Vice-Chair at the first meeting of every other calendar year. The term of the Vice-Chair shall be two years. In no case shall any jurisdiction have more than 1 member on the CEO Board.
- b. The CEO Board shall, among other things:
- Nominate and recommend contract employment terms and conditions for the Agency Director subject to Board ratification

- Based upon the direction of the WCCCA Board of Commissioners, provide oversight and direction to the WCCCA Director regarding all Agency operations
 - Approve policies and strategies for Agency service levels and administrative directives
 - Approve salary levels for all Agency employees subject to Board ratification
 - Recommend the Agency's annual budget to the Voting Board
 - Review and make recommendations to the Voting Board regarding user fees as detailed in Appendix A
 - Provide for an annual audit of the Agency's finances
 - Approve all contracts in amounts as authorized by Agency administrative directive.
 - Review all contracts over \$50,000 and make recommendations to the Voting Board
 - Serve as final step of grievance procedure for unclassified employees
 - Provide direction and advice to Director regarding labor negotiations and make recommendations to Board of Commissioners.
 - Perform other duties and responsibilities that may be assigned by the Voting Board.
- c. A majority of the members of the CEO Board attending a duly held meeting shall constitute a quorum for the purpose of deliberation and decision. Each CEO Board member shall have one vote. Approval of at least three (3) CEO Board members is required for any action.

5. TECHNICAL ADVISORY COMMITTEE

There is hereby established a Technical Advisory Committee (herein "TAC"), consisting of one representative appointed from each member law and fire agency. Each agency may also appoint an alternate, who will have voting authority in the absence of their agency's primary representative. (Refer to section 3b for list of member jurisdictions that will provide user agency participation.) . . TAC representatives shall be employees of their respective agencies and possess the appropriate decision-making authority needed to participate in the TAC function.

- a. TAC shall 1) provide advice and counsel to the Board, CEO Board and Communications Director in matters of Agency operational priorities, policies and procedures; 2) review and recommend to the Communications Director for adoption by the Agency, Standard Operating Guidelines (herein "SOG"); 3) provide advice and counsel to the Communications Director in the development of the Agency's annual operating budget; and 4) review and make

recommendations to the CEO Board and Voting Board regarding user fees as detailed in appendix A.

A majority of TAC members in attendance at a duly held meeting shall constitute a quorum for the purpose of deliberation and decision. Each agency representative on TAC shall have one vote. Any TAC Representative who provides the contracted response for a single or multiple jurisdictions shall have one vote. Any TAC Representative who has oversight responsibility of multiple user agencies shall have a vote for each of those agencies.

- b. All decisions of TAC shall require a majority vote of those representatives in attendance.
- c. TAC, at its first meeting of each calendar year, shall elect a Chair and Vice-Chair for one-year terms. TAC shall meet at least quarterly, and at a time and place designated by its members. Special meetings of TAC may be called by the Chair or any two (2) members upon at least seven (7) days prior written notice to all TAC members.

6. COMMUNICATIONS DIRECTOR

- a. The Board shall select and appoint a Communications Director, based upon administrative and technical competence.
- b. The Communications Director shall be the chief administrative officer of the Agency and be responsible for 1) Agency administration, personnel, purchasing and budget functions, in conformance with the policies and rules adopted by the Board; 2) dispatching, phone answering, recordkeeping, security and other Agency functions in conformance with the policies adopted by the Board; 3) hiring, training, discipline and/or discharge of all subordinate Agency personnel, subject to applicable Agency rules and policies; 4) attending and providing executive staffing of Board, CEO Board and TAC meetings; and 5) preparing and presenting to the Agency Budget Committee a proposed budget for the next fiscal year.

7. FUNDING

- a. The services of the Agency shall be funded from contributions from participating jurisdictions, including the relinquishment or assignment of each participating jurisdiction's 9-1-1 excise taxes. Distributions of the 9-1-1 excise tax will be made in accordance with ORS 403.240.
- b. Participating jurisdiction contributions shall be calculated in a manner known as the "Member Fee Formula" as described in Appendix A. Member Fee contributions shall be paid in four (4) equal installments and due no later than July 10, October 10, January 10, and April 10 of each year.

- c. Those consolidated Voting Board members from small city and small fire district Agency members, shall have their annual member fee contribution increases capped at no more than three percent (3%) each fiscal year. The affected Agency members are specifically identified in article 3b (Governing body and Voting Board) of this agreement. The portion of member fees not paid by consolidated Voting Board members as a result of section 3b is paid by non-consolidated Voting Board members on a proportionate-share basis of total user fees for Voting Board members whose votes are not consolidated.

8. INCREASING MEMBERSHIP

The Voting Board shall develop a method for allowing Agency membership for other units of local government. New participating jurisdictions shall be accepted as members of the Agency *only upon unanimous approval* of all Board members, via the normal chain of authority for the Agency. All participating jurisdictions shall be responsible for directly or indirectly providing an emergency service. Emergency services are police, fire or emergency medical services.

9. DURATION. WITHDRAWAL AND TERMINATION

This Agreement is perpetual and the Agency shall continue from year-to-year provided, however, 1) any participating jurisdiction may withdraw from the Agency upon providing written notice to the Chairman not later than June 30 of any year for withdrawal effective July 1 of the following calendar year; and 2) the Agency may be dissolved upon mutual agreement of all participating jurisdictions. A participating jurisdiction may withdraw from the Agency without written notice required herein, only if agreed to by all remaining participating jurisdictions

10. REMEDIES

If a participating jurisdiction withdraws from this Agency, but fails to provide necessary notice or to obtain mutual consent of all participating jurisdictions, the parties agree that the liquidated damages for such action shall be not less than the withdrawing party's share of the Agency's annual operation costs for the next fiscal year, as determined by the Agency's Member Fee Formula. In the event any party files litigation to enforce this Agreement, or any portion thereof, the prevailing party shall be entitled to reasonable attorney fees and costs, including any fees and costs incurred in an appeal, and as determined by the appropriate court.

11. AMENDMENTS

This Agreement may only be changed, modified, or amended upon three-fourths (3/4) vote of all participating jurisdictions.

12. EFFECTIVE DATE

This Agreement shall become effective when it has been authorized by resolution of a majority of the governing bodies of the participating jurisdictions identified herein. Notwithstanding paragraph 8, Increasing Membership, those participating jurisdictions that do not enter into this Agreement prior to its effective date, may become members of the Agency upon authorization by resolution of their governing bodies, provided such authorization is enacted prior to December 1, 1990. Any jurisdiction desiring to join the Agency after December 1, 1990, may do so subject to paragraph 8, Increasing Membership.

13. PRIOR AGREEMENTS

This Agreement, upon its effective date, supersedes the previous WCCCA Intergovernmental Agreement, however, any and all prior agreements of WCCCA and/or between the participating jurisdictions regarding cooperative and coordinated efforts to provide a 9-1-1 primary public safety answering point for police, fire and emergency medical services shall remain in full force and effect until modified, terminated and/or replaced by the participating jurisdictions. The WCCCA established pursuant to this Agreement shall maintain any and all rights and responsibilities of the previous WCCCA in regard to other persons or parties.

14. SEVERABILITY

The terms of this Agreement are severable and a determination by an appropriate body having jurisdiction over the subject matter of this Agreement that results on the invalidity of any part, shall not affect the remainder of the Agreement.

15. INTERPRETATION

The terms and conditions of this Agreement shall be liberally construed in accordance with the general purposes of this Agreement.

16. EXECUTION AND COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which will be deemed an original, and such counterparts together will constitute only one instrument. Any one counterpart will be sufficient for the purpose of proving the existence and terms of this Agreement, and no party will be required to produce an original or all of the counterparts in making such proof.

SUBSCRIBED TO AND ENTERED INTO by the appropriate officer (s) who is duly authorized by resolution to execute this Agreement on behalf of the governing body of the below-named unit of local government.

SIGNATURE LINES HERE

Dated this _____ day of _____, 2014

City of Banks

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

Banks Fire Protection District #13

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of Forest Grove

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

Forest Grove Rural Fire Protection District

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of Beaverton

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of Cornelius

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

Cornelius Rural Fire District

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of Durham

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of Gaston

Legal Counsel

APPROVED AS TO FORM

Dated this _____ day of _____, 2014

Gaston Rural Fire District

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of Hillsboro

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of King City

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of North Plains

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of Sherwood

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of Tigard

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

City of Tualatin

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

Tualatin Valley Fire & Rescue

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

Washington County Fire District #2

Legal Counsel
APPROVED AS TO FORM

Dated this _____ day of _____, 2014

Washington County

Legal Counsel

APPENDIX A

COST ALLOCATION PLAN

Agency costs shall be allocated to the members based on factors and metrics such as, but not limited to, the ratio of population, public calls for service, and air time, as approved by the Board.

REVIEW

The Agency shall monitor the ratio of costing factors to determine if those ratios provide equitable costs to all members. At each annual Board Retreat, the Director (or designee) shall report on the efficacy of the costing ratios.

CHANGES TO THE COST ALLOCATION PLAN

The Director, TAC, CEO Board or Board may request a review of the costing ratios. . If a review is requested, the Agency Director may convene a member fee sub-committee. The recommendations of the sub-committee shall be presented to the TAC, CEO Board and Board of Commissioners. The Board of Commissioners may modify the costing ratios at such time as the Board establishes member fees for the upcoming fiscal year.

**STAFF REPORT AND RESOLUTION SUPPORTING APPLICATION FOR
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR FIRWOOD LANE
SANITARY SEWER EXTENSION**

TO: Mayor Peter Truax and City Councilors

PROJECT TEAM: Jeffrey King, Economic Development Manager
Rob Foster, Director of Public Works
Nick Kelsay, Project Engineer
Michael Sykes, City Manager

DATE: September 22, 2014

SUBJECT: CDBG APPLICATION FOR FIRWOOD LANE AREA
SANITARY SEWER EXTENSION

ISSUE STATEMENT:

The vast majority of homes in Forest Grove are connected into the public sanitary sewer system. However there are several areas that remain on septic systems, particularly in the newly annexed island areas. There are 27 homes in the Firwood Lane/26th Street area that lack sanitary sewer. However because many of these residents are low or very low income, it would create a significant hardship for these owners to afford the full costs of paying for a new system. City staff is proposing to apply for a Community Development Block Grant to reduce these costs. The grant would be for \$240,000 and the total project cost is \$555,000. It is estimated that 25 of the 27 residential properties would connect to a new sewer system.

BACKGROUND:

Currently, it is estimated that over 90% of the City is connected to the public sanitary sewer systems. Over time it is the intent of the City to connect these properties to reduce significant public health problems should septic systems fail without any alternative options. In particular, a number of the newly annexed island areas are severed by septic systems, which could fail at any time. One such area is the Firwood Lane area. Populated by smaller, older homes, most of this area is classified as low to low-moderate income according federal census and Washington County Office of Community Development records. It was estimated that it would cost each property owner an additional \$10,000 or more depending

on property size. In addition, each property would be receiving a monthly sewer bill based on usage.

In order to extend sewer services in this area to prevent public health problems and to help insure a project that is affordable, staff is proposing a project that includes community development block grant funding.

The entire project would cost \$555,000 which includes \$20,000 from Washington County for a road paving overlay that was given to the City as a result of annexation. As mentioned, the total cost to the property owner for final connection from the public system to their property would be \$10,000 and consists of:

- \$5,000 Clean Water Services System Development Charge
- Decommissioning septic tank/field
- Plumbing for connection of home to lateral.

Staff is proposing to request CDBG grant funds to pay for the \$5,000 plumbing and decommissioning costs for each property owner and allowing the \$5,000 SDC charge to be financed over ten (10) years as allowed by Oregon law.

The total project cost of \$555,000 covers

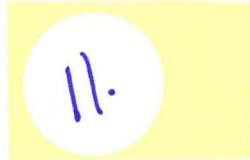
- \$375,000 project construct of trunk line, laterals and plumbing
- \$35,000 engineering/design
- \$20,000 road paving overlay –funds from Washington County
- \$125,000 property owner Sewer SDC Charge

Of the total project cost, \$240,000 will be the CDBG grant request and \$310,000 will be the match portion coming from several sources.

Should the project be funded, the project, beginning with design/engineering would begin in 2015.

FISCAL IMPACT: There is no general fund budgetary impact to the City. Matching funds to the project will come from the City Sewer SDC Fund, in-kind work from existing Engineering Department staff, and the residents themselves. The City will provide some project management and administration with existing staff.

STAFF RECOMMENDATION: Staff recommends the City Council consider approving the attached resolution authorizing the City Manager to endorse and submit a grant application to the Washington County Office of Community Development for the extension of the public sanitary sewer system and connections in the Firwood Lane area (attached as Exhibit A) under the Community Development Block Grant (CDBG) Program Funding Cycle 2015-2016.



RESOLUTION NO. 2014-73

**RESOLUTION APPROVING THE SUBMISSION OF APPLICATIONS FOR
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING FOR THE
2015-2016 PROGRAM PERIOD**

WHEREAS, It is the City's intent to improve public health and the quality of wastewater sewer public infrastructure and prevent public health including newly annexed island areas; and

WHEREAS, The Federal Community Development Block Grant Program (CDBG) provides funding for such public improvements through the Washington County Office of Community Development (OCD); and

WHEREAS, The OCD has prepared a CDBG Plan for the 2015-2016 program containing program requirements for seeking block grant funding and is now accepting applications; and

WHEREAS, The City Council recognizes that identified project beneficiaries cannot be directly or indirectly charged by special assessment for any matching financial contribution to funding provided by CDBG sources; and

WHEREAS, The Forest Grove Engineering Department, Parks & Recreation Department and the Legislative and Executive Department has prepared a formal application to receive CDBG funding for the proposed project, in accordance with OCD application requirements (a map illustrating each project is included in the application and attached to this resolution as Exhibit A).

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

Section 1. That the City of Forest Grove submits an application for qualified projects to OCD, as indicated on Exhibit A, and cooperate with OCD in the review and evaluation process.

Section 2. That the City of Forest Grove has made the Firwood Lane Area Sanitary Sewer as it priority project for 2015-2016.

Section 3. That the City of Forest Grove is prepared to contribute match funding as specified in the grant application for any awarded grants and manage the grant project.

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

PRESENTED AND PASSED this 22nd day of September, 2014.

Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 22nd day of September, 2014.

Peter B. Truax, Mayor

2015 - 2016 CDBG Program Sewer Connection Project - City of Forest Grove

