

**MEETING NOTICE FOR THE
CITY OF HUBBARD**

TUESDAY

APRIL 14, 2015

.....
CITY COUNCIL: YONALLY, KENNEDY, WHEATCROFT, RUIZ, SCHMIDT
.....

The Hubbard City Council will meet for its regular council meeting at the Hubbard City Hall at 7:00 p.m.

The City will, upon request, endeavor to arrange for the following services to be provided. Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 4:00 p.m. on the Monday preceding the meeting date.

- X Qualified sign language interpreters for persons with speech or hearing impairments; and**
- X Qualified bilingual interpreters; and**
- X Assisting listening devices for persons with impaired hearing.**

Additional agenda items may be accepted until 4:00 p.m. on the Monday prior to the meeting. Please contact the Director of Administration/City Recorder Vickie Nogle at 503-981-9633 ext 201. (TTY / Voice 1-800-735-2900) If you would also like to purchase an Agenda packet, please contact the number mentioned above or you may view it online @ www.cityofhubbard.org.

SEE ATTACHED AGENDA

**Posted 4/8/2015
4:00 p.m.**

**Vickie L. Nogle, MMC
Director of Administration/City Recorder**

**HUBBARD CITY COUNCIL MEETING
APRIL 14, 2015 AT 7:00 PM
LOCATION: CITY HALL
3720 2ND STREET**

1) CALL TO ORDER.

A) Flag Salute.

2) PUBLIC HEARING – STREET RENAMING

A) ORDINANCES.

B) Ordinance No. 343-2015. An Ordinance renaming that portion of 9th Street which intersects Allan Avenue from 9th Street to 10th Street in Hubbard, Oregon.

1. Motion to read by title only for the first reading. (Reading by title only by the Mayor)
2. Motion to read by title only for second reading. (Reading by title only by the Mayor)
3. Motion to adopt Ordinance.

3) PROCLAMATION- CHILD ABUSE PREVENTION MONTH.

4) DISCUSSION REGARDING UTILITY RATE REDUCTIONS.

5) COMMUNITY REPORTS.

A) Hubbard Parks Improvement Committee.

6) APPEARANCE OF INTERESTED CITIZENS.

(This additional time is provided by the Council for questions or statements by persons in the audience on ANY item of city business, except those items which appear on this agenda or refer to zone changes or land use requests. Comments may be limited at the Mayor's discretion.)

7) MAYOR'S PRESENTATIONS, AND/OR COUNCIL'S PRESENTATIONS.

8) STAFF REPORTS.

A) Public Works Department—Public Works Superintendent Jaime Estrada.

B) Administrative Department—Dirctr of Admin/Recorder Vickie Nogle; Sr. Acntng Speclst Kari Kurtz.

C) Police Department—Police Chief Dryden.

9) DISCUSSION REGARDING CITY-WIDE SOFTWARE.

10) CONSENT AGENDA.

(Matters listed within the Consent Agenda have been distributed to each member of the Hubbard City Council for reading and study, are considered to be routine, and will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda at the beginning of the meeting and placed on the Regular Agenda by request.)

A) Approval of February 10, 2015, City Council minutes.

B) Authorize the use of Rivenes Park for July 17, 2015, through July 19, 2015, to the Hubbard Volunteer Firefighters for the Hubbard Hop Festival July 18, 2015.

C) Authorize waiving the \$30 fee for the Oregon Liquor Control Commission temporary sale permit to the Hubbard Volunteer Firefighters for the Hop Festival July 18, 2015.

- D) **Approval of Parade Route and Road Closures July 18, 2015, for the Hubbard Hop Festival Parade as stated in the request.**
- E) **Approval of request from the Oregon Department of Transportation to deviate from the Noise Regulations of Chapter 9.25 to allow for construction along Pacific Highway 99E during 9:00 p.m. and 7:00 a.m. from June 1, 2015, through November 30, 2015.**
- F) **Award 2014/15 Pavement Management improvement Project Schedules A & D to North Santiam Paving Company in the amount of \$60,950.00; and Schedules B & C to Blackline, Inc. in the amount of \$63,600.00, and authorize Public Works Superintendent Jaime Estrada to sign. (*Refer to Public Work's report*)**

11) APPROVAL OF THE FEBRUARY AND MARCH 2015 BANK RECONCILIATION REPORTS.

12) OTHER CITY BUSINESS.

13) ADJOURNMENT. (Next City Council meeting May 12, 2015, at 7:00 PM)

**CITY OF HUBBARD CITY COUNCIL
STAFF REPORT**

REPORT DATE: April 6, 2015

FILE NUMBER(S): Street Renaming 2015

HEARING DATE: April 14, 2015

APPLICANT: City of Hubbard

REQUEST: Consideration of renaming an approximately 134 foot portion of 9th Street which connects to Allan Street, as platted in Hildebrand Estates No. 2. The request discussed herein was recommended for approval by the Hubbard Planning Commission to the Hubbard City Council on March 17, 2015. As provided in ORS 227.120, the City Council takes final action on proposed street renaming.

CRITERIA: Oregon Revised Statutes (ORS)
227.120 Procedure and approval for renaming streets

ATTACHMENTS: Exhibit A: Draft of Ordinance 343-2015
Exhibit B: Plat of Hildebrand Estates No. 2 (1975)
Exhibit C: Preliminary Plat of Greens at Mill Creek (2014)

PREPARED BY: Joseph Shearer, City Planner

I. BACKGROUND

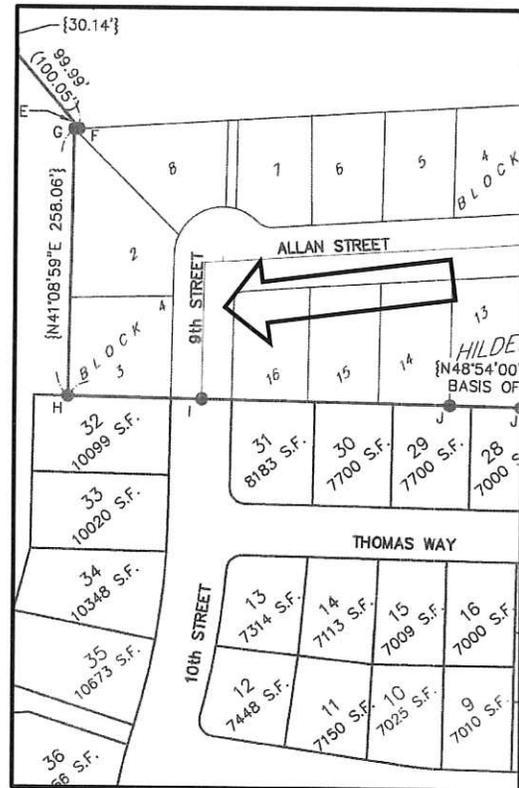
On September 16, 2014, the Planning Commission approved a subdivision at the northwest terminus of A Street for applicant I & E Construction, Inc. (Karl Ivanov). The applicant continues to fulfill the conditions of approval approved by the Planning Commission, and on February 26, 2015 City staff met with the applicant's team for a pre-construction meeting.

The approved subdivision includes the extension of 10th Street northeasterly to connect to the southwesterly stub of 9th Street, which should necessitate renaming the short, approximately 134 foot ½ block of 9th Street from its intersection with Allan Avenue southwesterly to its existing stub. The subdivision plat excerpt shows the subject location.

ORS 227.120 provides the procedure for street renaming, and requires a recommendation from the Planning Commission that the renaming is in the best interest of the city and the six mile area.

Upon receiving such a recommendation, the City Council will hold a public hearing on the request.

On March 17, 2015, the Planning Commission recommended approval of the proposal to the City Council. Staff drafted notice for the newspaper and mailed notice to property owners abutting the subject section of 9th Street. According to Marion County Assessor records, all of the properties abutting the subject section of 9th Street have Allan Street rather than 9th Street addresses.



Greens at Mill Creek, SUB/VAR 2014-01

II. FINDINGS

227.120 Procedure and approval for renaming streets. *Within six miles of the limits of any city, the commission, if there is one, or if no such commission legally exists, then the city engineer, shall recommend to the city council the renaming of any existing street, highway or road, other than a county road or state highway, if in the judgment of the commission, or if no such commission legally exists, then in the judgment of the city engineer, such renaming is in the best interest of the city and the six mile area.*

FINDINGS: The subject section of 9th Street is located within the city limits of Hubbard, Oregon. On March 17, 2015, the Planning Commission recommended approval of the proposal to the

City Council with a finding that renaming the remnant portion of 9th Street as 10th Street is in the best interest of the city and the surrounding six mile area.

Upon receiving such recommendation the council shall afford persons particularly interested, and the general public, an opportunity to be heard, at a time and place to be specified in a notice of hearing published in a newspaper of general circulation within the municipality and the six mile area not less than once within the week prior to the week within which the hearing is to be held.

FINDINGS: Staff drafted notice for the newspaper and mailed notice to property owners abutting the subject section of 9th Street. Notice of the public hearing is scheduled to run on April 8, the week prior to the City Council hearing.

After such opportunity for hearing has been afforded, the city council by ordinance shall rename the street or highway in accordance with the recommendation or by resolution shall reject the recommendation.

FINDINGS: Upon closing the hearing and after conducting any necessary deliberations, Staff recommends that the City Council approve the renaming. Staff has prepared a draft of Ordinance 343-2015, attached as Exhibit A, for consideration by the City Council.

A certified copy of each such ordinance shall be filed for record with the county clerk or recorder, and a like copy shall be filed with the county assessor and county surveyor. The county surveyor shall enter the new names of such streets and roads in red ink on the county surveyor's copy of any filed plat and tracing thereof which may be affected, together with appropriate notations concerning the same. The original plat may not be corrected or changed after it is recorded with the county clerk. [Amended by 2001 c.173 §4]

FINDINGS: If approved, City Staff would record the document with the County Clerk, and file copies with the County Assessor and County Surveyor. Additionally, Staff would ensure that the plat for the Greens at Mill Creek subdivision reflect the change, prior to submittal of the final plat for City approval.

III. CONCLUSION AND STAFF RECOMMENDATION

Staff concludes that the requested street renaming, as recommended by the Hubbard Planning Commission, is in the best interest of the city and the surrounding six mile area. Staff recommends that the City Council consider the recommendation of the Planning Commission, adopt the findings in the staff report, and approve the street renaming.

IV. CITY COUNCIL OPTIONS

- A. Approve the requested street renaming and adopt the findings contained in the Staff Report.
- B. Deny the requested street renaming by resolution.
- C. Continue the hearing, to a date and time certain, if additional information is needed to determine whether applicable standards and criteria are sufficiently addressed.

EXHIBIT A

DRAFT ORDINANCE 343-2015

AN ORDINANCE RENAMING THAT PORTION OF 9TH STREET WHICH INTERSECTS ALLAN STREET FROM 9TH STREET TO 10TH STREET IN HUBBARD, OREGON.

WHEREAS, the City Council of the City of Hubbard has declared its intention to rename a portion of 9th Street to 10th Street in Hubbard, Oregon; and

WHEREAS, the renaming of said street is in the best interest of the City and the surrounding area as the City carries out its development and transportation plans; and

WHEREAS, notice of the proposal to rename the street was mailed to affected property owners, public agencies, and utility and service providers on April 1, 2015; and

WHEREAS, the Hubbard Planning Commission considered this matter on March 17, 2015, and recommended the renaming of said street to the City Council; and

WHEREAS, the City Council held a hearing on the matter on April 14, 2015; now therefore,

THE CITY OF HUBBARD ORDAINS AS FOLLOWS:

Section 1.

Pursuant to ORS 227.120, the approximately 134 feet of 9th Street which connects to Allan Street, as platted in Hildebrand Estates No. 2, shown as Attachment A and attached hereto, shall be named 10th Street.

Section 2.

The City Recorder is directed to record and file this ordinance with the Marion County Clerk, Marion County Assessor, and Marion County Surveyor.

The foregoing ordinance was passed by the City Council and the City of Hubbard this _____ day of April, 2015 by the following vote:

AYES: _____
NAYS: _____
ABSENT: _____

WHEREUPON, the Mayor declared the motion to be carried and the ordinance adopted.

Passed and approved by the City Council of the City of Hubbard this ____ day of April, 2015.

ATTEST:

Jim Yonally, Mayor

Vickie L. Nogle, MMC

APPROVED BY CITY ATTORNEY

Beery Elsner and Hammond, LLP

EXHIBIT B

30/9

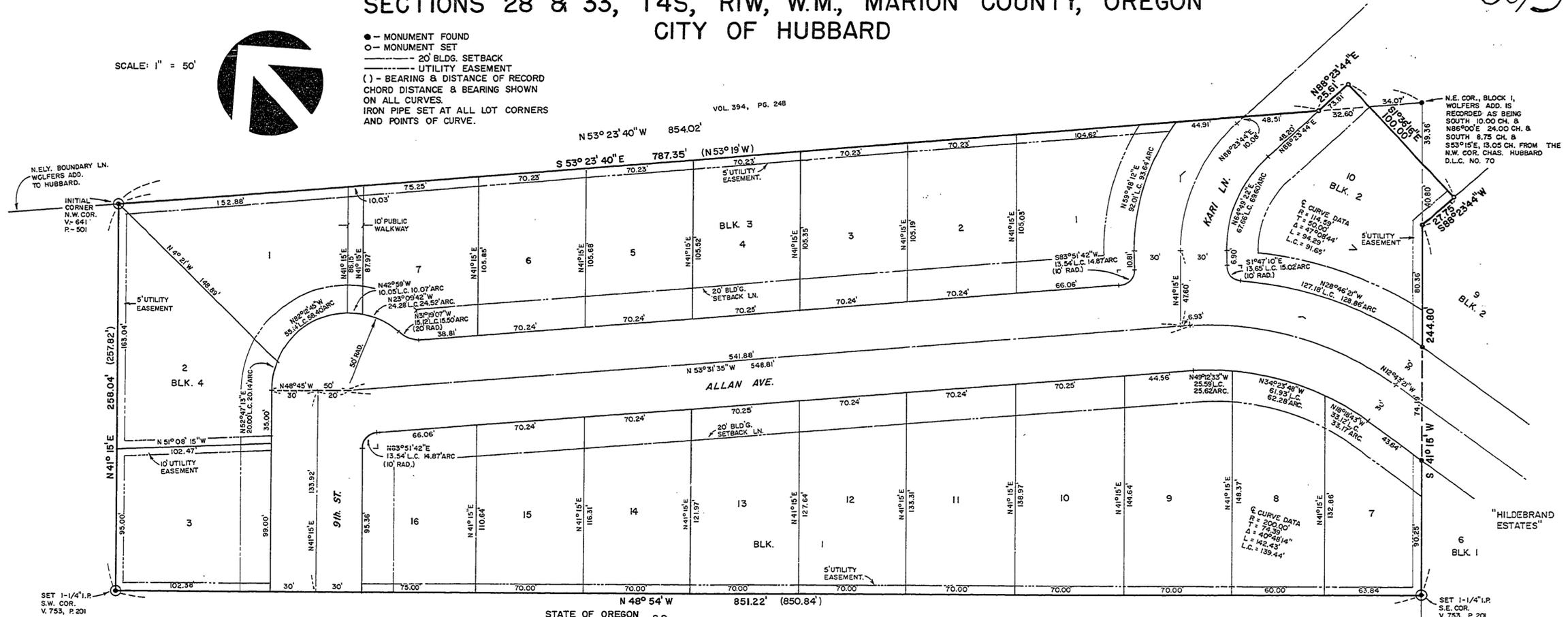
HILDEBRAND ESTATES NO. 2 SECTIONS 28 & 33, T4S, RIW, W.M., MARION COUNTY, OREGON CITY OF HUBBARD

SCALE: 1" = 50'



● - MONUMENT FOUND
○ - MONUMENT SET
--- 20' BLDG. SETBACK
--- UTILITY EASEMENT
() - BEARING & DISTANCE OF RECORD
CHORD DISTANCE & BEARING SHOWN
ON ALL CURVES.
IRON PIPE SET AT ALL LOT CORNERS
AND POINTS OF CURVE.

VOL. 394, PG. 248



SURVEYOR'S CERTIFICATE:

I, CLARENCE E. BARKER, BEING FIRST DULY SWORN, DEPOSE AND SAY THAT I HAVE SURVEYED AND MARKED WITH PROPER MONUMENTS THE LAND HEREON SHOWN AS HILDEBRAND ESTATES NO. 2 WHICH IS DESCRIBED AS FOLLOWS:
BEGINNING AT THE INITIAL CORNER OF THIS SUBDIVISION WHICH IS MARKED BY A 2-INCH BY 36-INCH GALVANIZED IRON PIPE SET 6 INCHES BELOW THE SURFACE OF THE GROUND, SAID INITIAL CORNER BEING 854.02 FEET NORTH 53°23'40" WEST FROM AN IRON PIPE MARKING THE NORTHEAST CORNER OF BLOCK 1 OF WOLFERS ADDITION TO THE CITY OF HUBBARD IN MARION COUNTY, OREGON, (SAID NORTHEAST CORNER OF BLOCK 1 IS RECORDED AS BEING 10.00 CHAINS SOUTH AND 24.00 CHAINS NORTH 86° EAST AND 8.75 CHAINS SOUTH AND 13.05 CHAINS SOUTH 53°15' EAST FROM THE NORTHWEST CORNER OF THE CHARLES HUBBARD DONATION LAND CLAIM NUMBER 70 IN TOWNSHIP 4 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN IN MARION COUNTY, OREGON), SAID INITIAL CORNER ALSO MARKS THE MOST NORTHERLY CORNER OF THAT TRACT OF LAND DESCRIBED IN VOLUME 641, PAGE 501, MARION COUNTY RECORD OF DEEDS; THENCE SOUTH 53°23'40" EAST ALONG THE NORTHEASTLY LINE OF SAID TRACT OF LAND DESCRIBED IN VOLUME 641, PAGE 501, 787.35 FEET TO A 1-1/4 INCH IRON PIPE MARKING THE MOST WESTERLY CORNER OF THAT TRACT OF LAND DESCRIBED IN VOLUME 759, PAGE 139, MARION COUNTY RECORD OF DEEDS; THENCE NORTH 88°23'44" EAST 25.61 FEET TO A 1-1/4 INCH IRON PIPE MARKING THE MOST EASTERLY NORTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN VOLUME 759, PAGE 139; THENCE SOUTH 0°36'16" EAST 100.00 FEET TO A 1-1/4 INCH IRON PIPE MARKING THE MOST EASTERLY SOUTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN VOLUME 759, PAGE 139, SAID IRON PIPE BEING ALSO ON THE NORTH BOUNDARY OF LOT 7, BLOCK 2 OF HILDEBRAND ESTATES; THENCE SOUTH 88°23'44" WEST 27.75 FEET TO A 2-INCH IRON PIPE MARKING THE INITIAL CORNER OF SAID HILDEBRAND ESTATES; THENCE SOUTH 41°15' WEST ALONG THE BOUNDARY OF SAID HILDEBRAND ESTATES, 244.80 FEET TO A 1-1/4 INCH IRON PIPE MARKING THE SOUTHEAST CORNER OF THAT TRACT OF LAND DESCRIBED IN VOLUME 753, PAGE 201, MARION COUNTY RECORD OF DEEDS; THENCE NORTH 48°54' WEST 851.22 FEET TO A 1-1/4 INCH IRON PIPE MARKING THE SOUTHWEST CORNER OF SAID TRACT OF LAND DESCRIBED IN VOLUME 753, PAGE 201; THENCE NORTH 41°15' EAST 258.04 FEET TO THE POINT OF BEGINNING AND CONTAINING 5.6958 ACRES OF LAND.

STATE OF OREGON S.S.
COUNTY OF MARION

I, HAROLD DOMOGALLA, COUNTY ASSESSOR, AND PAT MCCARTHY, HARRY CARSON, JR., AND WALTER R. HEINE, COUNTY COMMISSIONERS FOR MARION COUNTY, DO HEREBY APPROVE THE WITHIN PLAT AND DEDICATION WHICH ARE IN DUE AND LEGAL FORM.

DEED RESTRICTION:

HOUSES TO BE BUILT ON THE PROPERTY MUST AVERAGE 1,200 SQ. FT. OR MORE OF LIVING SPACE WITH A MINIMUM SIZE OF 1,100 SQ. FT. EXCLUSIVE OF GARAGES, PATIOS, AND COVERED WALKS.

DEDICATION:

KNOW ALL MEN BY THESE PRESENTS THAT CANDLELIGHT HOMES BEING THE OWNER OF THE LAND DESCRIBED IN THE SURVEYOR'S CERTIFICATE HEREON MADE AND DESIRING TO DISPOSE OF THE SAME IN LOTS AND BLOCKS HAVE CAUSED THE SAME TO BE SURVEYED AND PLATTED, THE NAME TO BE KNOWN AS HILDEBRAND ESTATES NO. 2.
I HEREBY DEDICATE TO THE PUBLIC USE FOREVER, THE STREETS, PUBLIC WALKWAYS, AND EASEMENTS SHOWN HEREON. I ALSO CERTIFY THAT ALL TAXES AND ASSESSMENTS LEVIED AGAINST SAID LAND HAVE BEEN PAID. IN WITNESS WHEREOF I HAVE SET MY HAND AND SEAL THIS 23rd DAY OF April, 1975.

Clarence E. Barker
REGISTERED SURVEYOR NO. 636



SUBSCRIBED AND SWORN TO BEFORE ME THIS 20th DAY OF MAR 1975, 1975

H. B. Penix
NOTARY PUBLIC FOR OREGON
MY COMMISSION EXPIRES 12-22-75

T. Harold Tomlinson
County Clerk

STATE OF OREGON S.S.
COUNTY OF MARION S.S. 58875
I, T. HAROLD TOMLINSON, COUNTY CLERK AND RECORDER, CERTIFY THAT THE WITHIN PLAT WAS RECEIVED AND DULY RECORDED BY ME IN THE MARION COUNTY RECORDS IN THE BOOK OF TOWN PLATS IN VOLUME 30, PAGE 9, ON THE 9th DAY OF May, 1975 AT 4:23 O'CLOCK P.M.

T. Harold Tomlinson
CLERK / RECORDER

THE WITHIN PLAT IS HEREBY APPROVED:
By: Niima Bevan, Deputy

A. H. Crabb
MARION COUNTY SURVEYOR 5/6/75

Ray L. Motenson
CITY OF HUBBARD,
PLANNING COMMISSION

Walter R. Heine
COMMISSIONER

Harry Carson Jr.
COMMISSIONER



Chris Lind
MAYOR CITY OF HUBBARD

Leo Elario

STATE OF OREGON
COUNTY OF CLACKAMAS S.S.
ON THIS 23rd DAY OF APRIL, 1975, PERSONALLY APPEARED BEFORE ME THE WITHIN NAMED LEO ELARIO, TO ME PERSONALLY KNOWN TO BE THE IDENTICAL PERSON DESCRIBED IN AND WHO EXECUTED THE ABOVE INSTRUMENT AND WHO PERSONALLY ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN NAMED.

Donna C. McIntosh
NOTARY PUBLIC FOR OREGON
MY COMMISSION EXPIRES 8/3/75

TAXES AND ASSESSMENTS HAVE BEEN PAID IN FULL TO THIS DATE June 30, 1976

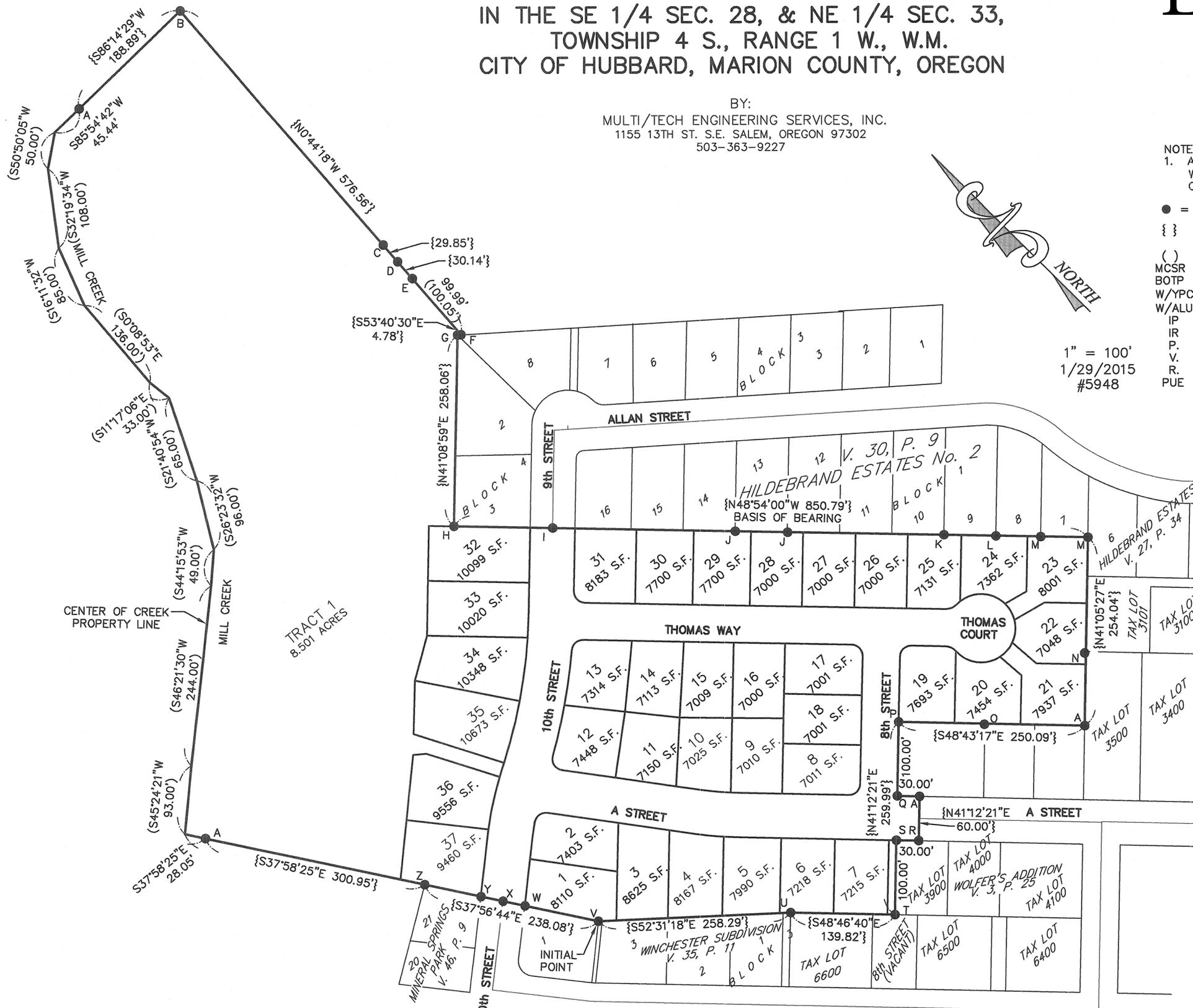
James F. Heenan
MARION COUNTY SHERIFF
AND TAX COLLECTOR by H. Evans



GREENS AT MILL CREEK
 IN THE SE 1/4 SEC. 28, & NE 1/4 SEC. 33,
 TOWNSHIP 4 S., RANGE 1 W., W.M.
 CITY OF HUBBARD, MARION COUNTY, OREGON

BY:
 MULTI/TECH ENGINEERING SERVICES, INC.
 1155 13TH ST. S.E. SALEM, OREGON 97302
 503-363-9227

EXHIBIT C



- NOTES:**
- ALL MONUMENTS FOUND IN GOOD CONDITION AND WITHIN 0.2' OF THE SURFACE OF THE GROUND UNLESS OTHERWISE NOTED.
- = FOUND MONUMENT AS NOTED
 - { } = RECORD AND MEASURED BEARING AND DISTANCE PER MCSR 37390
 - () = RECORD BEARING AND DISTANCE PER MCSR 37390
 - MCSR = MARION COUNTY SURVEY RECORD
 - BOTP = BOOK OF TOWN PLATS
 - W/YPC = WITH YELLOW PLASTIC CAP
 - W/ALU = WITH ALUMINUM CAP
 - IP = IRON PIPE
 - IR = IRON ROD
 - P. = PAGE
 - V. = VOLUME
 - R. = REEL
 - PUE = PUBLIC UTILITY EASEMENT

- MONUMENT LIST**
- A. 5/8" IR W/YPC SCRIBED "AZIMUTH SURVEYING" PER MCSR 37390.
 - B. 1" IP W/YPC SCRIBED "MULTI/TECH ENG." PER 35729, 5/8" IR WAS SET ?
 - C. 5/8" IR, DOWN 1.0' W/YPC SCRIBED "MULTI/TECH ENG.", V. 44, P. 67
 - D. 5/8" IR, W/ALU SCRIBED "MULTI/TECH ENG.", V. 44, P. 67.
 - E. 5/8" IR, DOWN 0.8' W/YPC SCRIBED "MULTI/TECH ENG.", V. 44, P. 67
 - F. 5/8" IR, DOWN 1.0' W/YPC SCRIBED "BARKER PLS 636.", V. 39, P. 89
 - G. 2" IP, DOWN 1.0', PER V. 27, P. 34
 - H. 1 1/4" IP, DOWN 0.5', PER 23468
 - I. 5/8" IR, DOWN 0.5', V. 30, P. 9
 - J. 1/2" IP, DOWN 0.5', V. 30, P. 9
 - K. 1/2" IP, V. 30, P. 9
 - L. 1" IP, V. 30, P. 9
 - M. 1 1/4" IP, V. 30, P. 9
 - N. 3/4" IP, DOWN 0.5', UNKNOWN
 - O. 5/8" IR, MCSR 30527
 - P. 5/8" IR, DOWN 0.5', MCSR 22828
 - Q. 5/8" IR, DOWN 0.5', MCSR 30527
 - R. 5/8" IR, DOWN 0.7', UNKNOWN
 - S. 5/8" IR, DOWN 0.5', MCSR 22801
 - T. 5/8" IR, MCSR 22828
 - U. 1/2" IP, DOWN 0.2', MCSR 27072
 - V. 5/8" IR, IN A 3/4" IP, UP 0.3', V. 46, P. 9, & MCSR 13887
 - W. 5/8" IR, UP 0.3', W/YPC SCRIBED "B.E.I. LS 41562", V. 46, P. 9
 - X. 5/8" IR, W/ALU SCRIBED "B.E.I. LS 41562", V. 46, P. 9
 - Y. 5/8" IR, W/YPC SCRIBED "B.E.I. LS 41562", V. 46, P. 9
 - Z. 5/8" IR, MCSR 6963

**REGISTERED
 PROFESSIONAL
 LAND SURVEYOR**

**OREGON
 JULY 13, 2004
 ROBERT D. HAMMAN
 64202LS**

EXPIRES: 6-30-2015

ORDINANCE 343-2015

AN ORDINANCE RENAMING THAT PORTION OF 9TH STREET WHICH INTERSECTS ALLAN STREET FROM 9TH STREET TO 10TH STREET IN HUBBARD, OREGON.

WHEREAS, the City Council of the City of Hubbard has declared its intention to rename a portion of 9th Street to 10th Street in Hubbard, Oregon; and

WHEREAS, the renaming of said street is in the best interest of the City and the surrounding area as the City carries out its development and transportation plans; and

WHEREAS, notice of the proposal to rename the street was mailed to affected property owners, public agencies, and utility and service providers on April 1, 2015; and

WHEREAS, the Hubbard Planning Commission considered this matter on March 17, 2015, and recommended the renaming of said street to the City Council; and

WHEREAS, the City Council held a hearing on the matter on April 14, 2015; now therefore,

THE CITY OF HUBBARD ORDAINS AS FOLLOWS:

Section 1.

Pursuant to ORS 227.120, the approximately 134 feet of 9th Street which connects to Allan Street, as platted in Hildebrand Estates No. 2, shown as Attachment A and attached hereto, shall be named 10th Street.

Section 2.

The City Recorder is directed to record and file this ordinance with the Marion County Clerk, Marion County Assessor, and Marion County Surveyor.

The foregoing ordinance was passed by the City Council and the City of Hubbard this _____ day of April, 2015 by the following vote:

AYES: _____
NAYS: _____
ABSENT: _____

WHEREUPON, the Mayor declared the motion to be carried and the ordinance adopted.

Passed and approved by the City Council of the City of Hubbard this ____ day of April, 2015.

ATTEST:

Jim Yonally, Mayor

Vickie L. Nogle, MMC

APPROVED BY CITY ATTORNEY

Beery Elsner and Hammond, LLP

BEFORE THE HUBBARD CITY COUNCIL

In the Matter of Proclaiming April)
Child Abuse Prevention Month.)

PROCLAMATION

This matter came before the Hubbard City Council at its regularly scheduled meeting of April 14, 2015, to proclaim April as Child Abuse Prevention Month.

WHEREAS, every child deserves to live in a safe, loving and caring family environment; and

WHEREAS, in 2013 there were 10,630 reported victims of child abuse and neglect in Oregon, of which 10 resulted in death. Of those reported cases, 832 were victims in Marion County; and

WHEREAS, we endeavor to join together as individuals, organizations, and government agencies to prevent child abuse in our county by providing opportunities to educate, train, and support caregivers by raising awareness of relevant topics, including child development, basic-care skills, discipline strategies, and goal-setting for parents; and

WHEREAS, by strengthening families and providing safe, stable, and nurturing environments that are free from violence, abuse, and neglect, opportunities are created for children's optimal growth and success, ensuring a secure future for our communities, where the needs of children are a priority and the needs of families are met;

NOW THEREFORE, the Hubbard City Council asks everyone to join together in protecting our children, and do hereby proclaim April 2015, as

"CHILD ABUSE PREVENTION MONTH"

Dated at Hubbard, Oregon, this April 14, 2015.

Jim Yonally - Mayor

ATTEST:

Vickie L. Nogle, MMC
Director of Administration/City Recorder



Utility Rates Comparison Update

To: CITY COUNCIL
From: Kari Kurtz
Date: April 6, 2015
Re: Utility Rate Comparison Update

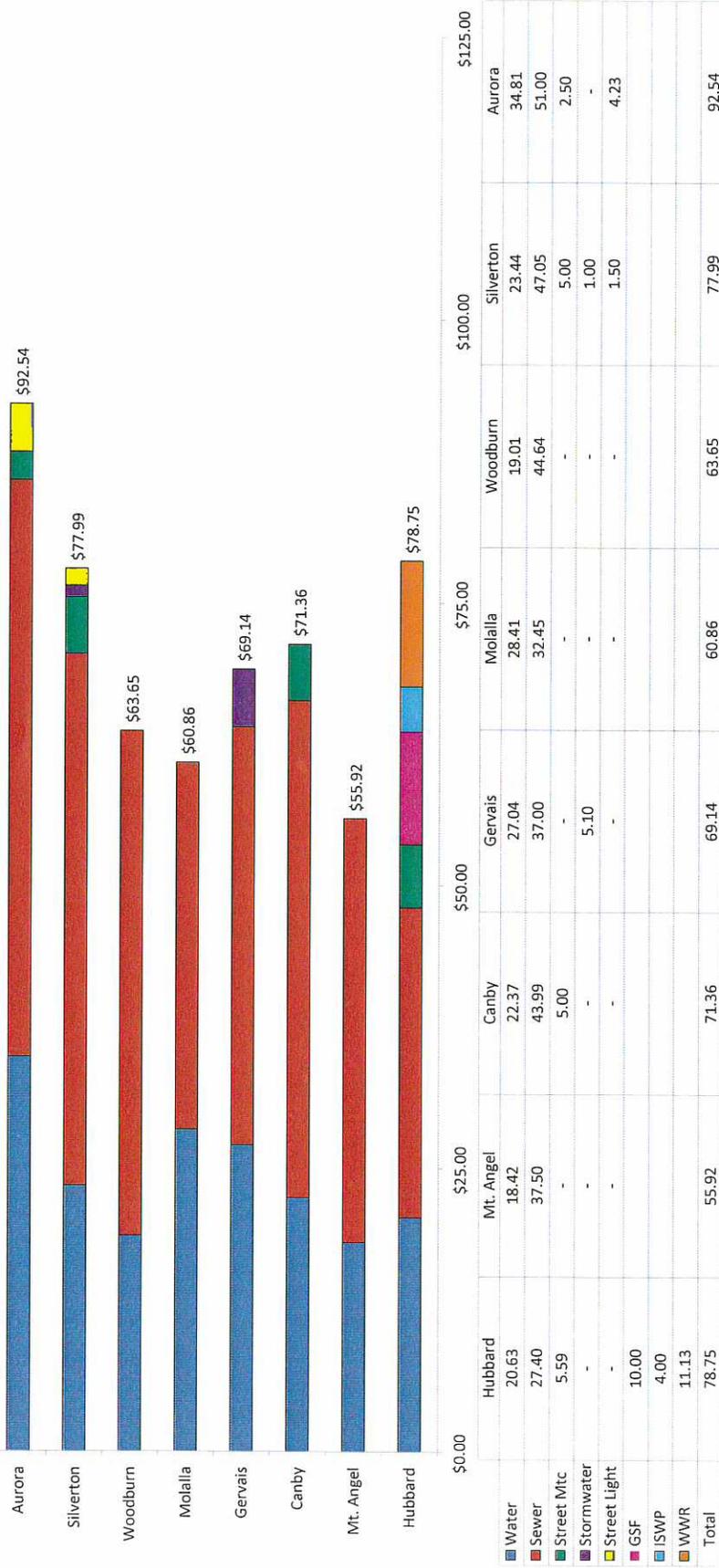
There have been some questions lately on how the City of Hubbard's utility bills compare with other neighboring city's bills. Since the Water and Sewer Rate Study was completed in 2012 a General Service Fee was added, service rates have increased and two significant charges were added to fund a Water Re-use Project (WWR) and a Static Water Pressure Project (ISWP). The result of these increases has put the City of Hubbard's utility bills near the highest in the area. However, comparing 'apples to apples' our service rates for water, sewer, street and General Service fee are well in comparison with neighboring cities and put us near the lowest of the eight cities in the study.

There are a number of factors that should be taken into consideration when comparing the cost of living from one city to another and comparing their utility bills. Some cities may go out for tax levies or GO bonds to save for projects or repay bonded debt, so residents may only see the charges on their property tax bills rather than on their utility bills. In addition overall property tax rates vary from city to city as well as the portion of property tax that is allocated to city. Property taxes fund the general fund and the levies or GO Bonds fund the specific projects or debt service payments. In Hubbard's case the fees for the Water Re-Use Project and the Static Water Pressure Project are charged as a bi-monthly fee on the utility bills. The funds collected for these projects are restricted and can only be used to fund the two projects stated above.

I have attached two updated utility rate comparison charts for your review. The first chart reflects overall utility bills for 8 neighboring cities based on 3,000 gallons of water consumption per month (minimum for the City of Hubbard). The second chart reflects more of an 'apples to apples' comparison with the WWR and SWP project fees excluded (also based on water consumption of 3,000 gallons per month).

While I was gathering information for utility rates I also requested information about discounts offered for seniors, low income or residence on permanent disability. I have attached the results of that as well. The only other city that offers any type of discount on their utility bills is the City of Canby and the discount is for sewer service only.

Monthly Water & Sewer Rates for an Average Single Family Residential Customer (based on 3,000 gallons use)



Monthly Water & Sewer Rates for an Average Single Family Residential Customer (based on 3,000 gallons use) Excluding WWR & SWP Project Charges



Neighboring Cities Discounts Available

	Senior Discount	Disability Discount
Mt. Angel	No	No
Canby	Yes (SWR ONLY)	Yes (SWR ONLY)
Canby Utilities	No	No
Molalla	No	No
Silverton	No	No
Hubbard	Yes	No
Aurora	No	No
Woodburn	No	No
Gervais	No	No

Chapter 13.14 UTILITY RATE REDUCTIONS

Sections:

- 13.14.010 Qualified persons.
- 13.14.020 Income criteria.
- 13.14.030 Eligible housing.
- 13.14.040 Application – Annual filing.
- 13.14.050 Application documentation – Qualification.
- 13.14.060 Utility rate reduction.

13.14.010 Qualified persons.

Any single person 65 years of age or older whose total income, earned or unearned, falls under an income specified in HMC 13.14.020(1) from all sources, including but not limited to income from bonds, stocks, savings interest or other interest or dividend income of any kind, or any couples where one spouse is 65 years of age or older and whose combined total income, earned or unearned, falls under an income specified in HMC 13.14.020(2) from all sources, including but not limited to income from bonds, stocks, savings interest or other interest or dividend income of any kind, and owns no real property, personally or through any corporation other than his/her home, is entitled to the reduced rates specified in HMC 13.14.060. (Ord. 248-2001 § 1)

13.14.020 Income criteria.

(1) The single person household income threshold shall be 30 percent of the median family income for Marion County, Oregon, as published by the U.S. Department of Housing and Urban Development.

(2) The married couple household income threshold shall be 40 percent of the median family income for Marion County, Oregon, as published by the U.S. Department of Housing and Urban Development. (Ord. 248-2001 § 1)

13.14.030 Eligible housing.

At the time of application, the person making the claim must reside in the premises for which the utility rate reduction claim is made and the utility account shall be in the name of the person making the application under this chapter. The premises for which application is made must be located within the city limits of the city. Persons residing in federally subsidized housing are not eligible for utility rate reductions under this chapter. (Ord. 248-2001 § 1)

13.14.040 Application – Annual filing.

Applications for utility rate reductions pursuant to this chapter shall be on forms supplied by the city and filed with the city recorder. Reduced utility rates shall be granted to qualifying applicants commencing with the first full billing period occurring following the acceptance of the application. The reduced rates shall continue for the remainder of the fiscal year in which the application is filed and accepted. All qualifying customers must submit new applications annually by July 1st in order for eligibility to be continued through the next fiscal year from July 1st through June 30th. (Ord. 248-2001 § 1)

13.14.050 Application documentation – Qualification.

The city recorder may request the applicant to provide documentation in support of the application. The applicant shall provide the city recorder with any documentation requested prior to approval of applicant. The city recorder shall determine whether the applicant is qualified for a utility rate reduction under this chapter and shall provide written notification to the applicant of this decision. (Ord. 248-2001 § 1)

13.14.060 Utility rate reduction.

Applicants deemed qualified by the city recorder shall be billed at 50 percent of the normal water, sewer, and transportation utility rates for such services. (Ord. 248-2001 § 1)

HUD > State Information > Shared > Working > Region 10 > Market Analysis > Median Family Incomes

HUD Estimated Median Family Incomes

Links

- [USA.gov for nonprofits](#)
- [Nonprofit tutorial](#)
- [Starting a nonprofit](#)
- [Nonprofit FAQs](#)

Methodology

Documentation & Current Income Limits by Family Size

FY 2008 income limits home page

Current and Historical Median Family Incomes:

- [Washington State and Metropolitan Areas Within](#)
- [Oregon State and Metropolitan Areas Within](#)
- [Alaska State and Metropolitan Areas Within](#)
- [Idaho State and Metropolitan Areas Within](#)
- [United States](#)

WASHINGTON STATE

Fiscal Year	Wash. State	Seattle PMSA	Tacoma PMSA	Spokane MSA	Tri-Cities MSA
1982	27003	31200	25600	24000	25900
1983	28392	32400	26100	25000	31900
1984	n/a	32500	26600	25200	31900
1985	n/a	32500	26600	25200	31900
1986	28900	33200	26800	26400	31900
1987	31500	35900	29400	29900	35000
1988	33100	38200	31000	29900	37500
1989	34400	39800	31900	30200	40200
1990	35400	41500	32400	31100	40500
1991	37300	43900	35000	32600	43300
1992	37500	44100	35000	32600	43300
1993	40500	48000	38700	35000	39400
1994	42500	50400	40900	36400	40700
1995	43200	51500	41300	36500	41000
1996	44100	52800	43300	38200	42800
1997	46100	55100	44800	39900	45600
1998	49000	59000	47300	42000	47800
1999	51600	62600	48900	43700	48200
2000	53400	65800	49100	44100	48200
2001	57400	72200	51000	45800	49500
2002	60600	77900	52000	46600	49500
2003	61200	71900	60200	54600	58800
2004	61500	71900	62100	54600	61900

2005	61500	72250	62100	54600	61900
2006	62200	74300	61000	53900	60300
2007	63500	75600	61500	57600	60300
2008	66900	81400	66200	56700	61200
2009	69300	84300	68100	60200	64800

Fiscal Bellingham Bremerton Olympia Yakima

Year	MSA	MSA	MSA	MSA
1982	23700	28400	26700	21100
1983	26600	27700	26600	22600
1984	27100	27700	26600	22600
1985	27100	27700	26600	22600
1986	28200	28400	27300	23400
1987	30000	31200	29700	25200
1988	21100	32600	31000	26800
1989	33600	34600	31900	27500
1990	33600	36400	32700	28800
1991	33700	36400	33600	29800
1992	33700	40100	34700	29800
1993	38600	41700	39500	30300
1994	40900	42700	41900	31200
1995	49900	44900	42800	31200
1996	41200	44900	45000	32800
1997	46100	43500	46500	34300
1998	46100	48100	49000	36800
1999	48100	48300	49900	37700
2000	48100	49800	49900	38200
2001	49600	51200	51900	39700
2002	50200	51500	53000	40500
2003	55200	61800	64300	44900
2004	57900	63500	66100	46600
2005	57900	63500	66100	46600
2006	57500	63200	64300	46300
2007	58200	65700	64300	46600
2008	63000	69900	66300	48000
2009	64400	70900	70000	50900

OREGON STATE

Fiscal Year	Oregon State	Eugene MSA	Medford MSA	Portland MSA	Salem MSA
1986	26700	24900	23300	30100	25200
1987	29000	27300	25600	32900	26500
1988	30700	28700	27000	35100	28000
1989	31700	29900	28500	36200	28600
1990	32400	30600	29300	37100	29300
1991	34100	32200	31500	39000	31500
1992	34300	32200	31500	39400	31500

30% = \$18,330
Single Family

40% Family
\$24,440

1993	35600	33900	32800	40700	34700
1994	37200	34800	33300	42300	36700
1995	37300	34800	33400	42700	36700
1996	38700	36400	34600	44400	37800
1997	40700	37700	36200	46300	40000
1998	43200	39700	38000	49600	42200
1999	45100	41200	38800	52400	43200
2000	46000	41700	38800	53700	43800
2001	47800	43400	40400	55900	45600
2002	48900	43800	41900	57200	46700
2003	56300	50900	49500	65800	52800
2004	58600	54300	52100	67900	55400
2005	58600	54300	52100	67900	55500
2006	58900	54700	52900	66900	56800
2007	55700	52200	52700	63800	54200
2008	58700	55500	50500	67500	56200
2009	61100	57200	55400	70000	58200

IDAHO STATE

Fiscal Idaho	Boise	
Year State	MSA	
1986	22800	28500
1987	25300	31200
1988	27000	32400
1989	27100	32700
1990	27200	32700
1991	27500	33300
1992	29300	36600
1993	33900	41300
1994	34900	41300
1995	35100	41300
1996	38100	43000
1997	40600	46200
1998	41300	48000
1999	42100	48500
2000	43700	50200
2001	44300	50400
2002	46500	54500
2003	46400	53600
2004	48900	55000
2005	50850	57550
2006	50850	56100
2007	51500	58500
2008	54200	60900
2009	56300	62500

ALASKA STATE

- MONTHLY REPORT -

DATE: April 14, 2015
TO: City Council
FROM: Public Works Department

ITEM #1 Staff participated in a pre-construction meeting for the Greens at Mill Creek subdivision on February 26th. Construction has begun, and the contractor anticipates the project will be complete by early July, 2015.

ITEM #2 A student, Ashley Holmgren, from Clackamas Community College's Water/Wastewater program recently expressed interest in performing her internship with Hubbard Public Works. The college provides the insurance for the student while working on-site. Ashley began her internship on Monday, March 30, and will be spending ten hours per week with Public Works through the end of spring term.

ITEM #3 The Rivenes Park restrooms were opened for the season the week of spring break.

ITEM #4 The application for the Local Government Grant Rivenes Park Restroom Project has been submitted. Presentations for proposed projects will take place in early June, and awards will be announced in approximately September, 2015.

ITEM #4 Both the restroom and pump building at Rivenes Park were recently painted by a local Eagle Scout, Klayton Pippert, as part of his Eagle Scout leadership community service project. Klayton planned, organized and led a group of Eagle Scouts to complete the project. The bulk of the painting was completed during spring break, and the final paint work was completed on Saturday, April 4th. The colors were chosen to match the Barendse Park restroom to help to provide continuity to the City's parks.

ITEM #5 The Public Works Staff is scheduled for a teambuilding work/training session on Wednesday, April 8, 2015 with consultant, Libet Hatch. The first session on March 17th was a series of one-on-one meetings with Staff, and possibly the Mayor and/or Council President.

This training was recommended by Mayor Yonally few months ago.

ITEM #6 Melinda Olinger recently completed her American Public Works Institute Certification in Public Works Supervision and Management. As a follow-up from this certification and training, she is now part of a pilot mentoring program sponsored by the Northwest American Public Works Association. She has been paired with a Public Works Director from another agency who will be her mentor and consultant for approximately the next twelve months as she continues her leadership training. The mentor program includes working on substantial public works projects, which will be completed on her own time. These projects will be structured around and relevant to actual needs of our Public Works Department. Melinda is excited and looking forward to being a part of this leadership pilot program in the upcoming months!

ITEM #7 Bids were opened on Tuesday, March 31 for the 2014/15 Pavement Management Improvements. The project was broken down into four schedules, A-D.

The low bidder for Schedules A and D was North Santiam Paving Co. at \$69,950.00. The low bidder for Schedules B and C was Blackline, Inc. at \$63,600.00. Total cost of the project is \$133,550.00.

Staff recommends Council award Schedules A and D to North Santiam Paving Co., and Schedules B and C to Blackline, Inc.

ITEM #8 Vicki Hildebrand-Bankhardt and her family recently put in a memorial plaque and tree close to the Barendse Park walkway in memory of her mother, Naomi Hildebrand. Both Naomi and her husband cared about and were involved with volunteering for Hubbard. Naomi made curtains for the Council Chambers many years ago, which we believe the City still has, and her husband, Allan Hildebrand was the Mayor of Hubbard.

PENDING Grant Applications:

1. Multimodal Transportation Program: OR99E: "D" Street to North City Limits Center Turn Lane and OR99E/"A" Street Intersection Crosswalk project – PENDING
2. Rivenes Park Restroom Replacement Project - PENDING

The Public Works Department completed 17 requests for locates for the month of March.



DIRECTOR OF ADMINISTRATION/CITY RECORDER MONTHLY REPORT

To: CITY COUNCIL
From: VICKIE NOGLE, MMC
Date: APRIL 6, 2015
RE: REPORT FOR APRIL 14, 2015, CITY COUNCIL MEETING

FINANCE

The Budget is scheduled for May 5, 2015, at 6:30 p.m.

PLANNING COMMISSION

The April 21, 2015, Planning Commission will be cancelled. Next meeting is scheduled for May 19, 2015.

NEWSLETTER

Please submit your information to Lucy Astorga for the Newsletter no later than **April 15, 2015**. You can submit them in writing or e-mail her at lastoraga@cityofhubbard.org.

BUILDING PERMITS

4 building permit applications have been submitted from January - March 2015.

BUILDING PERMITS

	Date Received & Sent to Co.	Date Received From County	Permit #	Applicant Name	Address	Map & Tax Lot #
1	10/20/2014	12/8/2014	555-14-006564-STR	AKG PROPERTIES	2360 INDUSTRIAL AVE	41W33DD 01100
2						
3	10/20/2014	10/29/2014	555-14-006569-MD	MARTY SOBO/CRM CONST	3177 RAINBOW LOOP	41W34CB 100
4						
5	10/20/2014	12/9/2014	555-14-006573-STR	CRAIG QUINBY CONST	3295 PACIFIC HWY 99E	41W33DA 2000
6						
7	01/10/2015			JESUS PEREZ	3447 ELM STREET	
8	2/24/2015	3/19/2015	555-15-001438-STR	PBSL LLC	2994 SCHMIDT LANE	41W33DC 900
9	3/2/2015	3/30/2015	555-15-001509-fire	Fire Protection Service, Inc.	2360 Industrial Ave	41w33DD01100
10	3/25/2015			Phil Gaboury	3533 Hoodview Drive	
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						
35						
36						
37						
38						
39						
40						
41						
42						
43						

FINANCE MONTHLY REPORT – APRIL 2015

To: CITY COUNCIL
From: Kari Kurtz
Date: April 6, 2015
Re: April 14, 2015 Council Meeting

Finance Reports & Notes:

Please find attached the following reports for your review:

1. Accrual Leave Report – for March
2. Revenue Analysis Report – for March
3. Expense vs. Budget Report – for March

Consent Agenda Reports:

1. Check listing for the months of February and March are included in your packet

Comments/Questions:

If you have any questions/comments, please don't hesitate to e-mail me at kkurtz@cityofhubbard.org or call me at 503-981-9633

Resolutions/Ordinances:

None at this time

Payroll Accrual Register



City of
Hubbard, OR
3720 2nd Street
P.O. Box 380
Hubbard, OR 97032

User: kari kurtz

04/01/2015 - 12:06 PM

Date Range: 03/01/15 - 03/31/15

Accrual Type	Code	Beginning Balance	Accrued Hours	Additional Hours	Hours Taken	End Balance	Value	Notes
Employee: ANDERSONC Chris Anderson		Anniversary Date: 05/01/2007						
Department: PD								
Comp Time	COMP	51.90	0.00	12.00	22.00	41.90	\$1,019.85	
Holiday	HOLIDAY	10.00	0.00	0.00	10.00	0.00	\$0.00	
Sick	S01	698.00	8.00	0.00	0.00	706.00		
Vacation	VAFTER01	126.67	10.00	0.00	10.00	126.67	\$3,083.15	
Total for ANDERSONC		886.57	18.00	12.00	42.00	874.57		
Employee: ASTORGAL Lucy Astorga		Anniversary Date: 07/01/2007						
Department: Admin								
Comp Time	COMP	9.54	0.00	0.00	5.00	4.54	\$93.98	
Holiday	HOLIDAY	10.00	0.00	0.00	10.00	0.00	\$0.00	
Sick	S01	101.75	8.00	0.00	2.75	107.00		
Vacation	VAFTER01	55.31	10.00	0.00	30.00	35.31	\$730.92	
Total for ASTORGAL		176.60	18.00	0.00	47.75	146.85		
Employee: BENTLEYG Glen Bentley		Anniversary Date: 02/01/2006						
Department: PD								
Comp Time	COMP	29.25	0.00	18.00	2.00	45.25	\$1,101.39	
Holiday	HOLIDAY	20.00	0.00	0.00	0.00	20.00	\$486.80	
Sick	S01	820.50	8.00	0.00	0.00	828.50		
Vacation	VAFTER01	199.52	10.00	0.00	0.00	209.52	\$5,099.72	
Total for BENTLEYG		1,069.27	18.00	18.00	2.00	1,103.27		
Employee: DRYDEND David Dryden		Anniversary Date: 04/04/1980						
Department: PD								
Comp Time	COMP	22.00	0.00	0.00	0.00	22.00	\$755.04	
Holiday	HOLIDAY	0.00	0.00	0.00	0.00	0.00	\$0.00	
Sick	S01	483.00	8.00	0.00	0.00	491.00		
Vacation	VPRE2001	222.60	26.68	0.00	60.00	189.28	\$6,496.09	
Total for DRYDEND		727.60	34.68	0.00	60.00	702.28		
Employee: ESTRADAJ Jaime Estrada		Anniversary Date: 07/08/1977						
Department: PW								
Comp Time	COMP	47.79	0.00	0.75	15.00	33.54	\$1,118.89	
Notes: 1. Accrual has been capped. 2. Within two periods of reaching maximum allowed. 3. Accrual has met or exceeded the hours allowed to roll-over after the date specified on the accrual master.								

Accrual Type	Code	Beginning Balance	Accrued Hours	Additional Hours	Hours Taken	End Balance	Value	Notes
Holiday	HOLIDAY	0.00	0.00	0.00	0.00	0.00	\$0.00	
Sick	S01	2,296.40	8.00	0.00	1.00	2,303.40		
Vacation	VPRE2001	296.86	28.68	0.00	40.00	285.54	\$9,525.61	
Total for ESTRADAJ		2,641.05	36.68	0.75	56.00	2,622.48		
Employee: GILLW William Gill					Anniversary Date: 04/01/1996			
Department: PD								
Comp Time	COMP	22.87	0.00	0.00	0.00	22.87	\$628.01	
Holiday	HOLIDAY	0.00	0.00	0.00	0.00	0.00	\$0.00	
Sick	S01	877.50	8.00	0.00	5.50	880.00		
Vacation	VPRE2001	288.93	16.00	0.00	20.00	284.93	\$7,824.18	
Total for GILLW		1,189.30	24.00	0.00	25.50	1,187.80		
Employee: HERNANDEZ Juan Hernandez					Anniversary Date: 03/01/2010			
Department: PW								
Comp Time	COMP	16.90	0.00	7.50	0.00	24.40	\$423.83	
Holiday	HOLIDAY	0.00	0.00	0.00	0.00	0.00	\$0.00	
Sick	S01	185.50	8.00	0.00	0.00	193.50		
Vacation	VAFTER01	174.28	10.00	0.00	0.00	184.28	\$3,200.94	
Vacation PT	VACPT	0.00	0.00	0.00	0.00	0.00	\$0.00	
Total for HERNANDEZ		376.68	18.00	7.50	0.00	402.18		
Employee: HOSTETLER Jess Hostetler					Anniversary Date: 03/01/2010			
Department: PW								
Comp Time	COMP	10.27	0.00	3.00	13.00	0.27	\$4.99	
Holiday	HOLIDAY	7.50	0.00	0.00	7.50	0.00	\$0.00	
Sick	S01	24.00	8.00	0.00	0.00	32.00		
Vacation	VAFTER01	66.14	10.00	0.00	35.50	40.64	\$751.03	
Total for HOSTETLER		107.91	18.00	3.00	56.00	72.91		
Employee: HUSTONC Christie Huston					Anniversary Date: 04/03/2006			
Department: PD								
Comp Time	COMP	0.00	0.00	0.00	0.00	0.00	\$0.00	
Holiday	HOLIDAY	0.00	0.00	0.00	0.00	0.00	\$0.00	
Sick	S01	590.00	8.00	0.00	5.00	593.00		
Vacation	VAFTER01	55.19	10.00	0.00	10.00	55.19	\$1,119.81	
Total for HUSTONC		645.19	18.00	0.00	15.00	648.19		
Employee: KREBSM Michael Krebs					Anniversary Date: 09/01/1993			
Department: PW								
Comp Time	COMP	47.54	0.00	0.00	0.00	47.54	\$1,102.45	
Holiday	HOLIDAY	0.00	0.00	0.00	0.00	0.00	\$0.00	
Sick	S01	1,036.00	8.00	0.00	0.00	1,044.00		
Vacation	VPRE2001	275.25	18.00	0.00	0.00	293.25	\$6,800.47	

Notes: 1. Accrual has been capped. 2. Within two periods of reaching maximum allowed.
3. Accrual has met or exceeded the hours allowed to roll-over after the date specified on the accrual master.

Accrual Type	Code	Beginning Balance	Accrued Hours	Additional Hours	Hours Taken	End Balance	Value	Notes	
Total for KREBSM		1,358.79	26.00	0.00	0.00	1,384.79			
Employee: KURTZK Kari Kurtz									
Department: Admin									Anniversary Date: 01/01/2015
Comp Time	COMP	7.13	0.00	0.00	0.00	7.13	\$178.11		
Holiday	HOLIDAY	0.00	0.00	0.00	0.00	0.00	\$0.00		
Sick	S01	16.00	8.00	0.00	2.50	21.50			
Vacation	VAFTER01	0.00	0.00	0.00	0.00	0.00	\$0.00		
Total for KURTZK		23.13	8.00	0.00	2.50	28.63			
Employee: NELSON Grady Nelson									
Department: PD									Anniversary Date: 11/01/2008
Comp Time	COMP	59.63	0.00	7.50	10.00	57.13	\$1,416.25		
Holiday	HOLIDAY	15.00	0.00	0.00	10.00	5.00	\$123.95		
Sick	S01	86.00	8.00	0.00	0.00	94.00			
Vacation	VAFTER01	105.80	10.00	0.00	30.00	85.80	\$2,126.98		
Total for NELSON		266.43	18.00	7.50	50.00	241.93		4	
Employee: NOGLEV Vickie Nogle									
Department: Admin									Anniversary Date: 09/08/1998
Comp Time	COMP	14.21	0.00	3.38	0.00	17.59	\$569.04		
Holiday	HOLIDAY	0.00	0.00	0.00	0.00	0.00	\$0.00		
Sick	S01	402.00	8.00	0.00	0.00	410.00			
Vacation	VPRE2001	251.15	14.68	0.00	20.00	245.83	\$7,952.60		
Total for NOGLEV		667.36	22.68	3.38	20.00	673.42		4	
Employee: OLINGERM Melinda Olinger									
Department: PW									Anniversary Date: 09/13/1999
Comp Time	COMP	54.75	0.00	0.00	0.00	54.75	\$1,155.23		
Holiday	HOLIDAY	0.00	0.00	0.00	0.00	0.00	\$0.00		
Sick	S01	630.50	8.00	0.00	0.00	638.50			
Vacation	VPRE2001	267.80	14.00	0.00	0.00	281.80	\$5,945.98		
Total for OLINGERM		953.05	22.00	0.00	0.00	975.05		6	
Employee: POMEROYD Darren Pomeroy									
Department: PD									Anniversary Date: 09/01/2009
Comp Time	COMP	58.51	0.00	17.25	20.00	55.76	\$1,382.29		
Holiday	HOLIDAY	15.00	0.00	0.00	15.00	0.00	\$0.00		
Sick	S01	325.00	8.00	0.00	0.00	333.00			
Vacation	VAFTER01	255.80	10.00	0.00	15.00	250.80	\$6,217.33		
Total for POMEROYD		654.31	18.00	17.25	50.00	639.56			

Notes: 1. Accrual has been capped. 2. Within two periods of reaching maximum allowed.
3. Accrual has met or exceeded the hours allowed to roll-over after the date specified on the accrual master.

Accrual Type Code	Beginning Balance	Accrued Hours	Additional Hours	Hours Taken	End Balance	Value	Notes
Report Totals:	11,743.24	318.04	69.38	426.75	11,703.91	-	

Notes: 1. Accrual has been capped. 2. Within two periods of reaching maximum allowed.
3. Accrual has met or exceeded the hours allowed to roll-over after the date specified on the accrual master.

General Ledger Revenue Analysis

User: kari kurtz
 Printed: 04/01/2015 - 12:07 P
 Period 9, 2015



City of
 Hubbard, OR
 3720 2nd Street
 P.O. Box 380
 Hubbard, OR 97032

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
100	GENERAL FUND			634,197.07	16,802.93	97.42
100-000-3111	Property Taxes	651,000.00	0.00	70.11	(70.11)	0.00
100-000-3180	FF-Pref L D	0.00	0.00	22,420.25	72,579.75	23.60
100-000-3181	FF-PGE	95,000.00	0.00	4,653.78	2,846.22	62.05
100-000-3182	FF-Qwest	7,500.00	4,060.32	13,980.07	6,019.93	69.90
100-000-3183	FF-NW Natural	20,000.00	0.00	10,363.76	2,136.24	82.91
100-000-3184	FF-Cable TV	12,500.00	0.00	17,736.85	763.15	95.87
100-000-3185	FF-Allied Waste	18,500.00	0.00	593.46	(93.46)	118.69
100-000-3186	FF-Gervais Telephone	500.00	591.18	12,762.22	2,237.78	85.08
100-000-3301	Revenue Sharing	15,000.00	0.00	2,570.79	1,929.21	57.13
100-000-3302	CIG Tax	4,500.00	0.00	31,932.59	13,567.41	70.18
100-000-3303	OLCC Tax	45,500.00	3,422.03	0.00	0.00	0.00
100-000-3304	911 Tax	0.00	0.00	342.14	6,357.86	5.11
100-000-3305	School Excise Revenue	6,700.00	0.00	108,714.89	23,885.11	81.99
100-000-3415	General Service Fee	132,600.00	21,574.49	825.09	9,174.91	8.25
100-000-3601	Miscellaneous Revenue	10,000.00	20.76	4,103.84	(2,603.84)	273.59
100-000-3611	Interest Income	1,500.00	0.00	23,046.12	1,953.88	92.18
100-001-3112	Delinq Prop Taxes	25,000.00	0.00	4,750.00	(250.00)	105.56
100-001-3211	Business Registrations	4,500.00	175.00	2,940.00	(940.00)	147.00
100-001-3401	Lien Search	2,000.00	150.00	210.00	0.00	100.00
100-001-3402	Business OLCC Fee	210.00	120.00	0.00	0.00	0.00
100-001-3601	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
100-002-3341	Three Flag Grant	5,000.00	0.00	0.00	5,000.00	0.00
100-002-3342	Oacp Grant Duii	5,000.00	120.00	720.00	4,280.00	14.40
100-002-3346	BVP Reimb Grant	2,000.00	0.00	0.00	2,000.00	0.00
100-002-3351	Ped. Enf. Grant	5,000.00	0.00	0.00	5,000.00	0.00
100-002-3352	Feasibility Study (City Hall)	8,000.00	0.00	0.00	8,000.00	0.00
100-002-3353	ODOT Speed Grant	5,000.00	0.00	0.00	5,000.00	0.00
100-002-3401	Fingerprints	1,300.00	150.00	1,410.00	(110.00)	108.46
100-002-3402	Vehicle Impound	15,000.00	1,500.00	13,650.00	1,350.00	91.00
100-002-3403	Police Reports	800.00	60.00	470.00	330.00	58.75
100-002-3404	Sale Of Surp Prop	0.00	0.00	1,162.21	(1,162.21)	0.00
100-002-3406	Training PD	0.00	0.00	0.00	0.00	0.00
100-002-3601	Miscellaneous Revenue	1,000.00	100.00	2,177.00	(1,177.00)	217.70

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
100-002-3641	Reserve Police Officer Program	0.00	0.00	0.00	0.00	0.00
100-002-3642	Special Programs and Donations	0.00	0.00	0.00	0.00	0.00
100-002-3643	K9 Program Revenues	5,000.00	0.00	34.43	4,965.57	0.69
100-002-3644	PD Training Rev	2,700.00	349.00	2,036.00	664.00	75.41
100-003-3401	Municipal Court	70,000.00	11,110.76	70,740.48	(740.48)	101.06
100-003-3402	Marion County Court	24,000.00	1,496.64	18,092.55	5,907.45	75.39
100-003-3404	Collections	0.00	0.00	0.00	0.00	0.00
100-003-3405	Temp Offense Surcharge	1,000.00	70.17	354.00	646.00	35.40
100-003-3611	Collections Interest	1,900.00	297.83	1,996.32	(96.32)	105.07
100-005-3401	Land Use Fees	15,000.00	2,084.53	24,665.96	(9,665.96)	164.44
100-005-3402	Building Permits	10,000.00	421.92	7,665.79	2,334.21	76.66
100-391-3910	Transfer In - Water FFees	21,250.00	0.00	0.00	21,250.00	0.00
100-391-3912	Transfer In Sewer FFees	20,750.00	0.00	0.00	20,750.00	0.00
100-391-3914	Transfer In- SDC Admin	689.00	0.00	0.00	689.00	0.00
100-391-3920	Trans In - OP OH	79,430.00	0.00	39,715.00	39,715.00	50.00
100-399-9999	Beginning Fund Balance	107,162.00	0.00	0.00	107,162.00	0.00
100 Totals:		1,459,491.00	47,874.63	1,081,102.77	378,388.23	74.07
STREET FUND						
121	Gas Tax	129,500.00	0.00	86,933.71	42,566.29	67.13
121-000-3407	Transportation Utility	73,788.00	12,612.40	62,593.41	11,194.59	84.83
121-000-3408	Row Permits	400.00	45.00	585.00	(185.00)	146.25
121-000-3554	Assessment Principal	0.00	0.00	0.00	0.00	0.00
121-000-3601	Miscellaneous Revenue	100.00	0.00	717.65	(617.65)	717.65
121-000-3611	Interest Income	500.00	0.00	139.81	360.19	27.96
121-399-9999	Beginning Fund Balance	113,544.00	0.00	0.00	113,544.00	0.00
121 Totals:		317,832.00	12,657.40	150,969.58	166,862.42	47.50
STREET CONSTRUCTION FUND						
122	Gas Tax	55,500.00	0.00	37,257.29	18,242.71	67.13
122-000-3341	Special Allotment Grant	50,000.00	0.00	0.00	50,000.00	0.00
122-000-3342	Odot Grant	0.00	0.00	0.00	0.00	0.00
122-000-3343	TGM Grant	0.00	0.00	0.00	0.00	0.00
122-000-3404	Sale of Surplus	0.00	0.00	0.00	0.00	0.00
122-000-3550	SCD Administration	164.00	0.00	77.28	86.72	47.12
122-000-3551	SDC-Improvement	2,660.00	0.00	1,519.84	1,140.16	57.14
122-000-3554	Assessment Principal	572.00	65.77	936.58	(364.58)	163.74
122-000-3601	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
122-000-3611	Interest Income	600.00	0.00	292.28	307.72	48.71
122-399-9999	Beginning Fund Balance	132,520.00	0.00	0.00	132,520.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
122 Totals:		242,016.00	65.77	40,083.27	201,932.73	16.56
RESERVE FUND						
123	Interest	0.00	0.00	77.85	(77.85)	0.00
123-000-3611	Donations	0.00	0.00	0.00	0.00	0.00
123-000-3642	Trans From-General	37,200.00	0.00	0.00	37,200.00	0.00
123-391-0100	Trans From-Streets	6,821.00	0.00	0.00	6,821.00	0.00
123-391-0121	Trans From-Sewer	5,182.00	0.00	0.00	5,182.00	0.00
123-391-0201	Trans From-Water	8,182.00	0.00	0.00	8,182.00	0.00
123-391-0205	Beginning Fund Balance	107,848.00	0.00	0.00	107,848.00	0.00
123-399-9999						
123 Totals:		165,233.00	0.00	77.85	165,155.15	0.05
PARK IMPROVEMENT FUND						
125	State Shared Revenue	15,000.00	0.00	12,762.22	2,237.78	85.08
125-000-3301	State Parks Dept. Grant	142,940.00	0.00	0.00	142,940.00	0.00
125-000-3341	SDC-Improvement	2,987.00	0.00	0.00	2,987.00	0.00
125-000-3551	SDC-Reimbursement	466.00	0.00	0.00	466.00	0.00
125-000-3552	SDC-Administration	144.00	0.00	0.00	144.00	0.00
125-000-3554	Miscellaneous Revenue	100.00	225.00	225.00	(125.00)	225.00
125-000-3601	Interest Income	300.00	0.00	206.05	93.95	68.68
125-000-3611	Donations	1,000.00	0.00	0.00	1,000.00	0.00
125-000-3642	Trans From-General	0.00	0.00	0.00	0.00	0.00
125-391-0100	Trans From-Reserve	0.00	0.00	0.00	0.00	0.00
125-391-0123	Beginning Fund Balance	165,313.00	0.00	0.00	165,313.00	0.00
125-399-9999						
125 Totals:		328,250.00	225.00	13,193.27	315,056.73	4.02
SEWER UTILITY FUND						
201	Reconnect Fee	0.00	0.00	0.00	0.00	0.00
201-000-3403	Service Charges Sewer	361,680.00	65,894.61	336,947.32	24,732.68	93.16
201-000-3441	Connection Chgs Sewer	0.00	0.00	0.00	0.00	0.00
201-000-3442	Miscellaneous Revenue	0.00	0.00	1.60	(1.60)	0.00
201-000-3601	Interest Income	250.00	0.00	3.09	246.91	1.24
201-000-3611	Beginning Fund Balance	73,571.00	0.00	0.00	73,571.00	0.00
201-399-9999						
201 Totals:		435,501.00	65,894.61	336,952.01	98,548.99	77.37
SEWER CONSTRUCTION FUND						
202	Wastewater Reuse Revenue	146,916.00	23,843.36	85,756.41	61,159.59	58.37
202-000-3550						

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
202-000-3551	SDC-Improvement	1,034.00	0.00	1,034.00	0.00	100.00
202-000-3552	SDC-Reimbursement	2,900.00	0.00	2,900.00	0.00	100.00
202-000-3554	SDC-Administration	271.00	0.00	272.00	(1.00)	100.37
202-000-3601	New Account	0.00	42,882.88	42,882.88	(42,882.88)	0.00
202-000-3611	Interest Income	500.00	0.00	132.35	367.65	26.47
202-000-3615	Trans from-Sewer	0.00	0.00	0.00	0.00	0.00
202-399-9999	Beginning Fund balance	220,169.00	0.00	0.00	220,169.00	0.00
202 Totals:		371,790.00	66,726.24	132,977.64	238,812.36	35.77
SEWER BOND FUND						
203	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
203-000-3601	Interest Income	200.00	0.00	17.94	182.06	8.97
203-391-0201	Trans From-Sewer	29,696.00	0.00	29,696.00	0.00	100.00
203-391-0202	Trans From-Sewer Con	0.00	0.00	0.00	0.00	0.00
203-399-9999	Beginning fund Balance	63,513.00	0.00	0.00	63,513.00	0.00
203 Totals:		93,409.00	0.00	29,713.94	63,695.06	31.81
WATER UTILITY FUND						
205	Service Charges Water	378,000.00	57,314.89	313,645.15	64,354.85	82.97
205-000-3401	Connection Chgs Water	0.00	0.00	817.40	(817.40)	0.00
205-000-3402	Reconnection Fee	5,500.00	529.39	5,034.96	465.04	91.54
205-000-3403	Sale Of Surp Prop	0.00	0.00	0.00	0.00	0.00
205-000-3404	Miscellaneous Revenue	10,000.00	1,833.94	11,313.54	(1,313.54)	113.14
205-000-3601	Interest Income	450.00	0.00	21.25	428.75	4.72
205-000-3611	Refunds - UB	0.00	0.00	0.00	0.00	0.00
205-000-3612	Lease-Water Tower	7,200.00	598.95	4,791.60	2,408.40	66.55
205-000-3620	Verzion Lease	14,400.00	1,200.00	7,200.00	7,200.00	50.00
205-399-9999	Beginning Fund Balance	69,450.00	0.00	0.00	69,450.00	0.00
205 Totals:		485,000.00	61,477.17	342,823.90	142,176.10	70.69
WATER CONSTRUCTION FUND						
206	Water Static Revenue	51,888.00	8,297.99	30,178.66	21,709.34	58.16
206-000-3550	SDC-Improvement	337.00	0.00	674.00	(337.00)	200.00
206-000-3551	SDC-Reimbursement	2,162.00	0.00	4,324.00	(2,162.00)	200.00
206-000-3552	SDC-Administration	274.00	0.00	546.00	(272.00)	199.27
206-000-3554	Interest Income	400.00	0.00	184.16	215.84	46.04
206-000-3611	Trans From-Water	0.00	0.00	0.00	0.00	0.00
206-391-0251	Beginning fund Balance	256,825.00	0.00	0.00	256,825.00	0.00

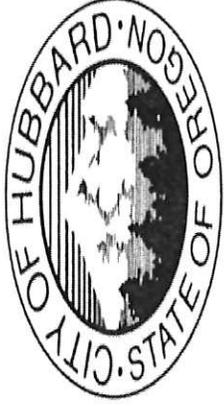
Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
	206 Totals:	311,886.00	8,297.99	35,906.82	275,979.18	11.51
207	WATER BOND FUND					
207-000-3500	Debt Service Revenue	0.00	0.00	0.00	0.00	0.00
207-000-3601	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
207-000-3611	Interest Income	150.00	0.00	19.27	130.73	12.85
207-391-0251	Trans From-Water	58,270.00	0.00	58,270.00	0.00	100.00
207-399-9999	Beginning Fund Balance	119,807.00	0.00	0.00	119,807.00	0.00
	207 Totals:	178,227.00	0.00	58,289.27	119,937.73	32.71
	Report Totals:	4,388,635.00	263,218.81	2,222,090.32	2,166,544.68	50.63

General Ledger Expenses vs. Budget

User: kari kurtz

Printed: 04/01/2015 - 12:13 P

Period 1 to 9, 2015



City of
Hubbard, OR
3720 2nd Street
P.O. Box 380
Hubbard, OR 97032

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
100	GENERAL FUND					
E02	Materials & Services					
100-000-6103	First Aid	0.00	0.00	0.00	0.00	0.00
	Materials & Services	0.00	0.00	0.00	0.00	0.00
100-410	ADMIN EXPENDITURES					
D01	Salaries and Wages					
100-410-1100	SALARIES AND WAGES	68,032.00	0.00	0.00	68,032.00	100.00
100-410-1101	City Recorder	0.00	30,282.76	30,282.76	(30,282.76)	0.00
100-410-1102	Finance Director	0.00	6,836.38	6,836.38	(6,836.38)	0.00
100-410-1105	Administrative Assistant	0.00	4,842.82	4,842.82	(4,842.82)	0.00
	Salaries and Wages	68,032.00	41,961.96	41,961.96	26,070.04	38.32
D02	Employee Benefits					
100-410-4100	EMPLOYEE BENEFITS	45,340.00	0.00	0.00	45,340.00	100.00
100-410-4110	EB-Medical & Dental	0.00	14,373.56	14,373.56	(14,373.56)	0.00
100-410-4120	EB-Insurance (life & disab)	0.00	159.34	159.34	(159.34)	0.00
100-410-4150	EB-Employer Taxes	0.00	3,265.58	3,265.58	(3,265.58)	0.00
100-410-4170	EB-PERS	0.00	8,051.16	8,051.16	(8,051.16)	0.00
100-410-4190	EB-Workers Comp	0.00	(867.90)	(867.90)	867.90	0.00
	Employee Benefits	45,340.00	24,981.74	24,981.74	20,358.26	44.90
E02	Materials & Services					
100-410-5100	PROFESSIONAL SERVICES	37,708.00	31,274.48	31,274.48	6,433.52	17.06
100-410-5200	CONTRACTED SUPPORT	200.00	44.23	44.23	155.77	77.88
100-410-5300	OPERATIONAL SUPPLIES	450.00	207.00	207.00	243.00	54.00
100-410-5500	PROGRAM & GRANT EXPEN	16,250.00	14,716.00	14,716.00	1,534.00	9.44
100-410-6100	BUILDING MAINT & SUPPLIE	5,165.00	1,845.19	1,845.19	3,319.81	64.27
100-410-6200	RENTALS AND LEASES	2,430.00	1,592.63	1,592.63	837.37	34.46
100-410-6300	INSURANCE	7,471.00	6,540.22	6,540.22	930.78	12.45

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
100-410-6400	ADVERTISING & RECRUITM	2,000.00	95.00	95.00	1,905.00	1,905.00
100-410-6500	TRAINING & MEMBERSHIPS	9,062.00	6,517.64	6,517.64	2,544.36	2,544.36
100-410-6600	OFFICE SUPPLIES & MISC EX	7,500.00	4,544.28	4,544.28	2,955.72	2,955.72
100-410-6700	EQUIP MAINT & SUPPLIES	4,150.00	1,953.98	1,953.98	2,196.02	2,196.02
100-410-6800	UNIFORMS	200.00	0.00	0.00	200.00	200.00
100-410-6900	UTILITIES	6,050.00	3,978.01	3,978.01	2,071.99	2,071.99
	Materials & Services	98,636.00	73,308.66	73,308.66	25,327.34	25,327.34
	100-410 Totals:	212,008.00	140,252.36	140,252.36	71,755.64	71,755.64
	COURT EXPENDITURES					
100-412	Salaries and Wages	22,284.00	0.00	0.00	22,284.00	22,284.00
D01	SALARIES AND WAGES	0.00	3,028.32	3,028.32	(3,028.32)	(3,028.32)
100-412-1100	City Recorder	0.00	1,025.46	1,025.46	(1,025.46)	(1,025.46)
100-412-1101	Finance Director	0.00	11,300.11	11,300.11	(11,300.11)	(11,300.11)
100-412-1102	Administrative Assistant	1,000.00	760.32	760.32	239.68	239.68
100-412-1105	Interpreter	750.00	120.00	120.00	630.00	630.00
100-412-1111	Bailiff					
100-412-1112						
	Salaries and Wages	24,034.00	16,234.21	16,234.21	7,799.79	7,799.79
	Employee Benefits					
D02	EMPLOYEE BENEFITS	16,475.00	0.00	0.00	16,475.00	16,475.00
100-412-4100	EB-Medical & Dental	0.00	7,519.16	7,519.16	(7,519.16)	(7,519.16)
100-412-4110	EB-Insurance (life & disab)	0.00	58.18	58.18	(58.18)	(58.18)
100-412-4120	EB-Employer Taxes	0.00	1,257.73	1,257.73	(1,257.73)	(1,257.73)
100-412-4150	EB-PERS	0.00	2,999.44	2,999.44	(2,999.44)	(2,999.44)
100-412-4170	EB-Workers Comp	0.00	(114.20)	(114.20)	114.20	114.20
100-412-4190						
	Employee Benefits	16,475.00	11,720.31	11,720.31	4,754.69	4,754.69
	Materials & Services					
E02	PROFESSIONAL SERVICES	8,158.00	6,241.53	6,241.53	1,916.47	1,916.47
100-412-5100	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	50.00
100-412-5300	BUILDING MAINT & SUPPLIE	690.00	218.60	218.60	471.40	471.40
100-412-6100	RENTALS AND LEASES	520.00	334.80	334.80	185.20	185.20
100-412-6200	INSURANCE	390.00	408.76	408.76	(18.76)	(18.76)
100-412-6300	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6400	TRAINING & MEMBERSHIPS	1,000.00	225.00	225.00	775.00	775.00
100-412-6500	OFFICE SUPPLIES & MISC EX	900.00	735.67	735.67	164.33	164.33
100-412-6600	EQUIP MAINT & SUPPLIES	550.00	0.00	0.00	550.00	550.00
100-412-6700	UTILITIES	1,950.00	1,246.02	1,246.02	703.98	703.98
100-412-6900						
	Materials & Services	8,158.00	6,241.53	6,241.53	1,916.47	1,916.47
	PROFESSIONAL SERVICES					
100-412-5100	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	50.00
100-412-5300	BUILDING MAINT & SUPPLIE	690.00	218.60	218.60	471.40	471.40
100-412-6100	RENTALS AND LEASES	520.00	334.80	334.80	185.20	185.20
100-412-6200	INSURANCE	390.00	408.76	408.76	(18.76)	(18.76)
100-412-6300	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6400	TRAINING & MEMBERSHIPS	1,000.00	225.00	225.00	775.00	775.00
100-412-6500	OFFICE SUPPLIES & MISC EX	900.00	735.67	735.67	164.33	164.33
100-412-6600	EQUIP MAINT & SUPPLIES	550.00	0.00	0.00	550.00	550.00
100-412-6700	UTILITIES	1,950.00	1,246.02	1,246.02	703.98	703.98
100-412-6900						
	Materials & Services	8,158.00	6,241.53	6,241.53	1,916.47	1,916.47
	PROFESSIONAL SERVICES					
100-412-5100	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	50.00
100-412-5300	BUILDING MAINT & SUPPLIE	690.00	218.60	218.60	471.40	471.40
100-412-6100	RENTALS AND LEASES	520.00	334.80	334.80	185.20	185.20
100-412-6200	INSURANCE	390.00	408.76	408.76	(18.76)	(18.76)
100-412-6300	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6400	TRAINING & MEMBERSHIPS	1,000.00	225.00	225.00	775.00	775.00
100-412-6500	OFFICE SUPPLIES & MISC EX	900.00	735.67	735.67	164.33	164.33
100-412-6600	EQUIP MAINT & SUPPLIES	550.00	0.00	0.00	550.00	550.00
100-412-6700	UTILITIES	1,950.00	1,246.02	1,246.02	703.98	703.98
100-412-6900						
	Materials & Services	8,158.00	6,241.53	6,241.53	1,916.47	1,916.47
	PROFESSIONAL SERVICES					
100-412-5100	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	50.00
100-412-5300	BUILDING MAINT & SUPPLIE	690.00	218.60	218.60	471.40	471.40
100-412-6100	RENTALS AND LEASES	520.00	334.80	334.80	185.20	185.20
100-412-6200	INSURANCE	390.00	408.76	408.76	(18.76)	(18.76)
100-412-6300	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6400	TRAINING & MEMBERSHIPS	1,000.00	225.00	225.00	775.00	775.00
100-412-6500	OFFICE SUPPLIES & MISC EX	900.00	735.67	735.67	164.33	164.33
100-412-6600	EQUIP MAINT & SUPPLIES	550.00	0.00	0.00	550.00	550.00
100-412-6700	UTILITIES	1,950.00	1,246.02	1,246.02	703.98	703.98
100-412-6900						
	Materials & Services	8,158.00	6,241.53	6,241.53	1,916.47	1,916.47
	PROFESSIONAL SERVICES					
100-412-5100	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	50.00
100-412-5300	BUILDING MAINT & SUPPLIE	690.00	218.60	218.60	471.40	471.40
100-412-6100	RENTALS AND LEASES	520.00	334.80	334.80	185.20	185.20
100-412-6200	INSURANCE	390.00	408.76	408.76	(18.76)	(18.76)
100-412-6300	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6400	TRAINING & MEMBERSHIPS	1,000.00	225.00	225.00	775.00	775.00
100-412-6500	OFFICE SUPPLIES & MISC EX	900.00	735.67	735.67	164.33	164.33
100-412-6600	EQUIP MAINT & SUPPLIES	550.00	0.00	0.00	550.00	550.00
100-412-6700	UTILITIES	1,950.00	1,246.02	1,246.02	703.98	703.98
100-412-6900						
	Materials & Services	8,158.00	6,241.53	6,241.53	1,916.47	1,916.47
	PROFESSIONAL SERVICES					
100-412-5100	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	50.00
100-412-5300	BUILDING MAINT & SUPPLIE	690.00	218.60	218.60	471.40	471.40
100-412-6100	RENTALS AND LEASES	520.00	334.80	334.80	185.20	185.20
100-412-6200	INSURANCE	390.00	408.76	408.76	(18.76)	(18.76)
100-412-6300	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6400	TRAINING & MEMBERSHIPS	1,000.00	225.00	225.00	775.00	775.00
100-412-6500	OFFICE SUPPLIES & MISC EX	900.00	735.67	735.67	164.33	164.33
100-412-6600	EQUIP MAINT & SUPPLIES	550.00	0.00	0.00	550.00	550.00
100-412-6700	UTILITIES	1,950.00	1,246.02	1,246.02	703.98	703.98
100-412-6900						
	Materials & Services	8,158.00	6,241.53	6,241.53	1,916.47	1,916.47
	PROFESSIONAL SERVICES					
100-412-5100	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	50.00
100-412-5300	BUILDING MAINT & SUPPLIE	690.00	218.60	218.60	471.40	471.40
100-412-6100	RENTALS AND LEASES	520.00	334.80	334.80	185.20	185.20
100-412-6200	INSURANCE	390.00	408.76	408.76	(18.76)	(18.76)
100-412-6300	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6400	TRAINING & MEMBERSHIPS	1,000.00	225.00	225.00	775.00	775.00
100-412-6500	OFFICE SUPPLIES & MISC EX	900.00	735.67	735.67	164.33	164.33
100-412-6600	EQUIP MAINT & SUPPLIES	550.00	0.00	0.00	550.00	550.00
100-412-6700	UTILITIES	1,950.00	1,246.02	1,246.02	703.98	703.98
100-412-6900						
	Materials & Services	8,158.00	6,241.53	6,241.53	1,916.47	1,916.47
	PROFESSIONAL SERVICES					
100-412-5100	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	50.00
100-412-5300	BUILDING MAINT & SUPPLIE	690.00	218.60	218.60	471.40	471.40
100-412-6100	RENTALS AND LEASES	520.00	334.80	334.80	185.20	185.20
100-412-6200	INSURANCE	390.00	408.76	408.76	(18.76)	(18.76)
100-412-6300	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6400	TRAINING & MEMBERSHIPS	1,000.00	225.00	225.00	775.00	775.00
100-412-6500	OFFICE SUPPLIES & MISC EX	900.00	735.67	735.67	164.33	164.33
100-412-6600	EQUIP MAINT & SUPPLIES	550.00	0.00	0.00	550.00	550.00
100-412-6700	UTILITIES	1,950.00	1,246.02	1,246.02	703.98	703.98
100-412-6900						
	Materials & Services	8,158.00	6,241.53	6,241.53	1,916.47	1,916.47
	PROFESSIONAL SERVICES					
100-412-5100	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	50.00
100-412-5300	BUILDING MAINT & SUPPLIE	690.00	218.60	218.60	471.40	471.40
100-412-6100	RENTALS AND LEASES	520.00	334.80	334.80	185.20	185.20
100-412-6200	INSURANCE	390.00	408.76	408.76	(18.76)	(18.76)
100-412-6300	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6400	TRAINING & MEMBERSHIPS	1,000.00	225.00	225.00	775.00	775.00
100-412-6500	OFFICE SUPPLIES & MISC EX	900.00	735.67	735.67	164.33	164.33
100-412-6600	EQUIP MAINT & SUPPLIES	550.00	0.00	0.00	550.00	550.00
100-412-6700	UTILITIES	1,950.00	1,246.02	1,246.02	703.98	703.98
100-412-6900						
	Materials & Services	8,158.00	6,241.53	6,241.53	1,916.47	1,916.47
	PROFESSIONAL SERVICES					
100-412-5100						

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	Materials & Services	14,308.00	9,410.38	9,410.38	4,897.62	34.23
	100-412 Totals:	54,817.00	37,364.90	37,364.90	17,452.10	31.83
	COUNCIL EXPENDITURES					
E02	Materials & Services					
100-413-5100	PROFESSIONAL SERVICES	3,000.00	2,903.56	2,903.56	96.44	3.21
100-413-5300	OPERATIONAL SUPPLIES	3,000.00	2,089.24	2,089.24	910.76	30.35
100-413-6500	TRAINING & MEMBERSHIPS	1,000.00	95.00	95.00	905.00	90.50
	Materials & Services	7,000.00	5,087.80	5,087.80	1,912.20	27.31
	100-413 Totals:	7,000.00	5,087.80	5,087.80	1,912.20	27.31
	COM DEV EXPENDITURES					
D01	Salaries and Wages					
100-419-1100	SALARIES AND WAGES	12,744.00	0.00	0.00	12,744.00	100.00
100-419-1101	City Recorder	0.00	7,570.92	7,570.92	(7,570.92)	0.00
100-419-1102	Finance Director	0.00	854.57	854.57	(854.57)	0.00
100-419-1105	Administrative Assistant	0.00	0.00	0.00	0.00	0.00
	Salaries and Wages	12,744.00	8,425.49	8,425.49	4,318.51	33.88
	D02					
100-419-4100	Employee Benefits					
100-419-4110	EMPLOYEE BENEFITS	8,343.00	0.00	0.00	8,343.00	100.00
100-419-4120	EB-Medical & Dental	0.00	2,810.77	2,810.77	(2,810.77)	0.00
100-419-4150	EB-Insurance (life & disab)	0.00	34.78	34.78	(34.78)	0.00
100-419-4170	EB-Employer Taxes	0.00	660.43	660.43	(660.43)	0.00
100-419-4190	EB-PERS	0.00	1,777.69	1,777.69	(1,777.69)	0.00
	EB-Workers Comp	0.00	39.66	39.66	(39.66)	0.00
	Employee Benefits	8,343.00	5,323.33	5,323.33	3,019.67	36.19
	E02					
100-419-5100	Materials & Services					
100-419-5400	PROFESSIONAL SERVICES	10,000.00	11,308.47	11,308.47	(1,308.47)	0.00
100-419-6500	INTERGOVERNMENTAL SERVI	24,832.00	19,712.27	19,712.27	5,119.73	20.61
	TRAINING & MEMBERSHIPS	2,049.00	0.00	0.00	2,049.00	100.00
	UTILITIES	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	Materials & Services	36,881.00	31,020.74	31,020.74	5,860.26	15.89
	100-419 Totals:	57,968.00	44,769.56	44,769.56	13,198.44	22.76
100-421	POLICE EXPENDITURES					
D01	Salaries and Wages	397,450.00	0.00	0.00	397,450.00	100.00
100-421-1100	SALARIES AND WAGES	0.00	1,009.45	1,009.45	(1,009.45)	0.00
100-421-1101	City Recorder	0.00	341.68	341.68	(341.68)	0.00
100-421-1102	Finance Director	0.00	54,054.00	54,054.00	(54,054.00)	0.00
100-421-1103	Chief Of Police	0.00	31,653.00	31,653.00	(31,653.00)	0.00
100-421-1105	Administrative Assistant	0.00	203,103.08	203,103.08	(203,103.08)	0.00
100-421-1106	Police Officers	0.00	0.00	0.00	0.00	0.00
100-421-1110	Community Resource Officer	0.00	0.00	0.00	0.00	0.00
100-421-1200	Reserve Officers	0.00	4,848.00	4,848.00	(4,848.00)	0.00
100-421-1210	Overtime Holiday	0.00	8,337.96	8,337.96	(8,337.96)	0.00
100-421-1212	Overtime	0.00	2,485.79	2,485.79	(2,485.79)	0.00
100-421-1300	Overtime	0.00	0.00	0.00	0.00	0.00
100-421-1301	PD Holiday	0.00	0.00	0.00	0.00	0.00
	Salaries and Wages	397,450.00	305,832.96	305,832.96	91,617.04	23.05
D02	Employee Benefits					
100-421-4100	EMPLOYEE BENEFITS	261,968.00	0.00	0.00	261,968.00	100.00
100-421-4110	EB-Medical & Dental	0.00	112,263.44	112,263.44	(112,263.44)	0.00
100-421-4120	EB-Insurance (life & disab)	0.00	1,180.88	1,180.88	(1,180.88)	0.00
100-421-4150	EB-Employer Taxes	0.00	23,792.30	23,792.30	(23,792.30)	0.00
100-421-4170	EB-PERS	0.00	54,401.94	54,401.94	(54,401.94)	0.00
100-421-4190	EB-Workers Comp	0.00	8,463.45	8,463.45	(8,463.45)	0.00
	Employee Benefits	261,968.00	200,102.01	200,102.01	61,865.99	23.61
E02	Materials & Services					
100-421-5100	PROFESSIONAL SERVICES	9,710.00	11,589.97	11,589.97	(1,879.97)	0.00
100-421-5200	CONTRACTED SUPPORT	5,670.00	2,828.85	2,828.85	2,841.15	50.10
100-421-5300	OPERATIONAL SUPPLIES	9,750.00	2,660.16	2,660.16	7,089.84	72.71
100-421-5400	INTERGOVERNMENTAL SER	64,120.00	45,034.49	45,034.49	19,085.51	29.76
100-421-5500	PROGRAM & GRANT EXPEN	17,000.00	105.98	105.98	16,894.02	99.37
100-421-5560	911 Tax - Program Expense	0.00	0.00	0.00	0.00	0.00
100-421-6100	BUILDING MAINT & SUPPLIE	3,190.00	2,489.70	2,489.70	700.30	21.95
100-421-6200	RENTALS AND LEASES	2,640.00	1,330.37	1,330.37	1,309.63	49.60
100-421-6300	INSURANCE	15,722.00	16,896.56	16,896.56	(1,174.56)	0.00
100-421-6400	ADVERTISING & RECRUITM	1,000.00	(45.00)	(45.00)	1,045.00	104.50
100-421-6500	TRAINING & MEMBERSHIPS	18,600.00	7,119.26	7,119.26	11,480.74	61.72

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
100-421-6600	OFFICE SUPPLIES & MISC EX	5,250.00	3,214.43	3,214.43	2,035.57	2,035.57
100-421-6700	EQUIP MAINT & SUPPLIES	57,200.00	34,043.33	34,043.33	23,156.67	23,156.67
100-421-6800	UNIFORMS	5,000.00	1,796.85	1,796.85	3,203.15	3,203.15
100-421-6900	UTILITIES	11,300.00	6,509.00	6,509.00	4,791.00	4,791.00
	Materials & Services	226,152.00	135,573.95	135,573.95	90,578.05	90,578.05
E03	Capital Outlay					
100-421-7000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	100-421 Totals:	885,570.00	641,508.92	641,508.92	244,061.08	244,061.08
100-452	PARK EXPENDITURES					
D01	Salaries and Wages	59,054.00	0.00	0.00	59,054.00	59,054.00
100-452-1100	SALARIES AND WAGES	0.00	1,009.45	1,009.45	(1,009.45)	(1,009.45)
100-452-1101	City Recorder	0.00	341.82	341.82	(341.82)	(341.82)
100-452-1102	Finance Director	0.00	9,658.90	9,658.90	(9,658.90)	(9,658.90)
100-452-1104	Public Works Super	0.00	8,124.30	8,124.30	(8,124.30)	(8,124.30)
100-452-1105	Administrative Assistant	0.00	14,662.90	14,662.90	(14,662.90)	(14,662.90)
100-452-1107	Utility Worker 1	0.00	0.00	0.00	0.00	0.00
100-452-1108	PW Admin Assistant	0.00	10,214.28	10,214.28	(10,214.28)	(10,214.28)
100-452-1109	PW Maintenance PT	0.00	0.00	0.00	0.00	0.00
100-452-1112	Utility Worker 2	0.00	0.00	0.00	0.00	0.00
100-452-1113	PT Seasonal	0.00	0.00	0.00	0.00	0.00
100-452-1302	Pager Pay	0.00	0.00	0.00	0.00	0.00
100-452-1303	Comp Time	0.00	0.00	0.00	0.00	0.00
	Salaries and Wages	59,054.00	44,011.65	44,011.65	15,042.35	15,042.35
	Employee Benefits	48,065.00	0.00	0.00	48,065.00	48,065.00
D02	EMPLOYEE BENEFITS	0.00	22,396.80	22,396.80	(22,396.80)	(22,396.80)
100-452-4100	EB-Medical & Dental	0.00	182.02	182.02	(182.02)	(182.02)
100-452-4120	EB-Insurance (life & disab)	0.00	3,406.45	3,406.45	(3,406.45)	(3,406.45)
100-452-4150	EB-Employer Taxes	0.00	9,466.19	9,466.19	(9,466.19)	(9,466.19)
100-452-4170	EB-PERS	0.00	1,047.50	1,047.50	(1,047.50)	(1,047.50)
100-452-4190	EB-Workers Comp	0.00	0.00	0.00	0.00	0.00
	Employee Benefits	48,065.00	36,498.96	36,498.96	11,566.04	11,566.04
E02	Materials & Services					
100-452-5100	PROFESSIONAL SERVICES	3,600.00	2,580.30	2,580.30	1,019.70	1,019.70
	Professional Services	3,600.00	2,580.30	2,580.30	1,019.70	1,019.70
	2015 Totals:	1,374,522.00	902,661.17	902,661.17	471,909.91	471,909.91

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
100-452-5200	CONTRACTED SUPPORT	100.00	14.26	14.26	85.74	85.74
100-452-5300	OPERATIONAL SUPPLIES	8,000.00	4,204.17	4,204.17	3,795.83	47.44
100-452-6100	BUILDING MAINT & SUPPLIE	3,900.00	3,628.72	3,628.72	271.28	6.95
100-452-6200	RENTALS AND LEASES	700.00	238.85	238.85	461.15	65.87
100-452-6300	INSURANCE	2,800.00	2,861.11	2,861.11	(61.11)	0.00
100-452-6400	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-452-6500	TRAINING & MEMBERSHIPS	1,100.00	1,556.15	1,556.15	(456.15)	0.00
100-452-6600	OFFICE SUPPLIES & MISC EX	700.00	463.88	463.88	236.12	33.73
100-452-6700	EQUIP MAINT & SUPPLIES	7,300.00	4,307.98	4,307.98	2,992.02	40.98
100-452-6800	UNIFORMS	400.00	439.89	439.89	(39.89)	0.00
100-452-6900	UTILITIES	4,100.00	3,256.72	3,256.72	843.28	20.56
	Materials & Services	32,800.00	23,552.03	23,552.03	9,247.97	28.19
	100-452 Totals:	139,919.00	104,062.64	104,062.64	35,856.36	25.62
100-491						
E06	Transfers Out					
100-491-8000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
100-491-8001	Trans To Street Fund	0.00	0.00	0.00	0.00	0.00
100-491-8002	Trans To Street Const	0.00	0.00	0.00	0.00	0.00
100-491-8003	Trans To Reserve	37,200.00	0.00	0.00	37,200.00	100.00
100-491-8004	Trans To Sewer Fund	0.00	0.00	0.00	0.00	0.00
100-491-8005	Trans To Sewer Const	0.00	0.00	0.00	0.00	0.00
100-491-8006	Trans To Sewer Bond	0.00	0.00	0.00	0.00	0.00
100-491-8007	Trans To Water Fund	0.00	0.00	0.00	0.00	0.00
100-491-8008	Trans To Water Const	0.00	0.00	0.00	0.00	0.00
100-491-8009	Trans To Water Bond	0.00	0.00	0.00	0.00	0.00
100-491-8125	Trans To Park Improve	0.00	0.00	0.00	0.00	0.00
	Transfers Out	37,200.00	0.00	0.00	37,200.00	100.00
	100-491 Totals:	37,200.00	0.00	0.00	37,200.00	100.00
100-900						
E07	Contingency					
100-900-9900	CONTINGENCY	65,009.00	0.00	0.00	65,009.00	100.00
100-900-9990	Unappropriated EFB	0.00	0.00	0.00	0.00	0.00
	Contingency	65,009.00	0.00	0.00	65,009.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
100-900 Totals:		65,009.00	0.00	0.00	65,009.00	100.00
100 Totals:		1,459,491.00	973,046.18	973,046.18	486,444.82	33.33
STREET FUND						
Salaries and Wages						
SALARIES AND WAGES						
121-431-1100	City Recorder	73,210.00	0.00	0.00	73,210.00	100.00
121-431-1101	Finance Director	0.00	2,523.70	2,523.70	(2,523.70)	0.00
121-431-1102	Public Works Super	0.00	2,563.68	2,563.68	(2,563.68)	0.00
121-431-1104	Administrative Assistant	0.00	9,658.82	9,658.82	(9,658.82)	0.00
121-431-1105	Utility Worker 1	0.00	11,352.94	11,352.94	(11,352.94)	0.00
121-431-1107	PW Admin Assistant	0.00	13,880.02	13,880.02	(13,880.02)	0.00
121-431-1108	PW Maintenance PT	0.00	0.00	0.00	0.00	0.00
121-431-1109	Utility Worker 2	0.00	11,673.29	11,673.29	(11,673.29)	0.00
121-431-1112	PT Seasonal	0.00	0.00	0.00	0.00	0.00
121-431-1113	Pager Pay	0.00	0.00	0.00	0.00	0.00
121-431-1302	Comp Time	0.00	0.00	0.00	0.00	0.00
121-431-1303		0.00	0.00	0.00	0.00	0.00
Salaries and Wages						
73,210.00		51,652.45	51,652.45	51,652.45	21,557.55	29.44
Employee Benefits						
EMPLOYEE BENEFITS						
58,068.00		0.00	0.00	0.00	58,068.00	100.00
0.00		25,558.25	25,558.25	25,558.25	(25,558.25)	0.00
0.00		211.45	211.45	211.45	(211.45)	0.00
0.00		4,022.61	4,022.61	4,022.61	(4,022.61)	0.00
0.00		10,548.02	10,548.02	10,548.02	(10,548.02)	0.00
0.00		2,264.67	2,264.67	2,264.67	(2,264.67)	0.00
Employee Benefits						
58,068.00		42,605.00	42,605.00	42,605.00	15,463.00	26.62
Materials & Services						
PROFESSIONAL SERVICES						
11,100.00		5,547.41	5,547.41	5,547.41	5,552.59	50.02
13,000.00		10,227.49	10,227.49	10,227.49	2,772.51	21.32
200.00		49.97	49.97	49.97	150.03	75.01
15,000.00		8,211.91	8,211.91	8,211.91	6,788.09	45.25
1,500.00		417.16	417.16	417.16	1,082.84	72.18
800.00		209.31	209.31	209.31	590.69	73.83
2,000.00		2,043.82	2,043.82	2,043.82	(43.82)	0.00
100.00		0.00	0.00	0.00	100.00	100.00
1,000.00		1,136.86	1,136.86	1,136.86	(136.86)	0.00
2,230.00		1,058.30	1,058.30	1,058.30	1,171.70	52.54

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
121-431-6700	EQUIP MAINT & SUPPLIES	7,000.00	2,004.05	2,004.05	4,995.95	4,995.95
121-431-6800	UNIFORMS	300.00	90.75	90.75	209.25	209.25
121-431-6900	UTILITIES	36,200.00	25,336.23	25,336.23	10,863.77	10,863.77
	Materials & Services	90,430.00	56,333.26	56,333.26	34,096.74	34,096.74
	121-431 Totals:	221,708.00	150,590.71	150,590.71	71,117.29	71,117.29
121-491	(No Description)					
E06	Transfers Out					
121-491-8001	Trans To Street Fund	0.00	0.00	0.00	0.00	0.00
121-491-8002	Trans To Street Const	0.00	0.00	0.00	0.00	0.00
121-491-8003	Trans To Reserve Fund	6,821.00	0.00	0.00	6,821.00	6,821.00
121-491-8004	Trans To Sewer Fund	0.00	0.00	0.00	0.00	0.00
121-491-8005	Trans To Sewer Const	0.00	0.00	0.00	0.00	0.00
121-491-8006	Trans To Sewer Bond	0.00	0.00	0.00	0.00	0.00
121-491-8007	Trans To Water Fund	0.00	0.00	0.00	0.00	0.00
121-491-8008	Trans To Water Const	0.00	0.00	0.00	0.00	0.00
121-491-8009	Trans To Water Bond	0.00	0.00	0.00	0.00	0.00
121-491-8701	Operational Overhead	22,550.00	11,275.00	11,275.00	11,275.00	11,275.00
	Transfers Out	29,371.00	11,275.00	11,275.00	18,096.00	18,096.00
	121-491 Totals:	29,371.00	11,275.00	11,275.00	18,096.00	18,096.00
121-900	(No Description)					
E07	Contingency					
121-900-9900	CONTINGENCY	66,753.00	0.00	0.00	66,753.00	66,753.00
121-900-9990	Unappropriated EFB	0.00	0.00	0.00	0.00	0.00
	Contingency	66,753.00	0.00	0.00	66,753.00	66,753.00
	121-900 Totals:	66,753.00	0.00	0.00	66,753.00	66,753.00
	121 Totals:	317,832.00	161,865.71	161,865.71	155,966.29	155,966.29

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
122	STREET CONSTRUCTION FU					
122-431						
E02	Materials & Services					
122-431-5100	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
122-431-5500	PROGRAM & GRANT EXPEN	3,900.00	0.00	0.00	3,900.00	100.00
122-431-6400	ADVERTISING & RECRUITM	0.00	0.00	0.00	0.00	0.00
	Materials & Services	3,900.00	0.00	0.00	3,900.00	100.00
E03	Capital Outlay					
122-431-7000	CAPITAL OUTLAY	207,420.00	8,313.75	8,313.75	199,106.25	95.99
	Capital Outlay	207,420.00	8,313.75	8,313.75	199,106.25	95.99
	122-431 Totals:	211,320.00	8,313.75	8,313.75	203,006.25	96.06
122-491	(No Description)					
E06	Transfers Out					
122-491-8701	Transfer Out- Oper OH	0.00	0.00	0.00	0.00	0.00
122-491-8801	SCD Administration	0.00	0.00	0.00	0.00	0.00
	Transfers Out	0.00	0.00	0.00	0.00	0.00
	122-491 Totals:	0.00	0.00	0.00	0.00	0.00
122-900	(No Description)					
E07	Contingency					
122-900-9900	CONTINGENCY	30,696.00	0.00	0.00	30,696.00	100.00
122-900-9990	Unappropriated EFB	0.00	0.00	0.00	0.00	0.00
	Contingency	30,696.00	0.00	0.00	30,696.00	100.00
	122-900 Totals:	30,696.00	0.00	0.00	30,696.00	100.00
	122 Totals:	242,016.00	8,313.75	8,313.75	233,702.25	96.56

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
123	RESERVE FUND					
123-419	COM DEV EXPENDITURES					
E03	Capital Outlay					
123-419-7504	Dump Truck	9,900.00	0.00	0.00	9,900.00	100.00
123-419-7505	Backhoe	31,500.00	0.00	0.00	31,500.00	100.00
123-419-7506	Pub Wrks Trac/Mower	12,050.00	0.00	0.00	12,050.00	100.00
123-419-7515	Plotter	10,000.00	0.00	0.00	10,000.00	100.00
123-419-7710	Pub Wrks Pick Up	26,954.00	0.00	0.00	26,954.00	100.00
123-419-7712	Springbrook	5,596.00	0.00	0.00	5,596.00	100.00
123-419-7725	Server	6,880.00	0.00	0.00	6,880.00	100.00
123-419-7726	City Hall Siding	13,858.00	0.00	0.00	13,858.00	100.00
123-419-7727	City Hall Carpet	1,495.00	0.00	0.00	1,495.00	100.00
123-419-7740	Police Vehicle	47,000.00	39,740.63	39,740.63	7,259.37	15.44
	Capital Outlay	165,233.00	39,740.63	39,740.63	125,492.37	75.94
123-419 Totals:		165,233.00	39,740.63	39,740.63	125,492.37	75.94
123-900	(No Description)					
E07	Contingency	0.00	0.00	0.00	0.00	0.00
123-900-9900	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
123-900-9990	Unappropriated EFB					
	Contingency	0.00	0.00	0.00	0.00	0.00
123-900 Totals:		0.00	0.00	0.00	0.00	0.00
123 Totals:		165,233.00	39,740.63	39,740.63	125,492.37	75.94
125	PARK IMPROVEMENT FUND					
125-452	PARK EXPENDITURES					
E02	Materials & Services					
125-452-5100	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
	Materials & Services	0.00	0.00	0.00	0.00	0.00
E03	Capital Outlay					
125-452-7000	CAPITAL OUTLAY	290,000.00	12.98	12.98	289,987.02	99.99

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	Capital Outlay	290,000.00	12.98	12.98	289,987.02	99.99
	125-452 Totals:	290,000.00	12.98	12.98	289,987.02	99.99
125-491 E06	(No Description) Transfers Out					
125-491-8000	TRANSFERS OUT	144.00	0.00	0.00	144.00	100.00
	Transfers Out	144.00	0.00	0.00	144.00	100.00
	125-491 Totals:	144.00	0.00	0.00	144.00	100.00
125-900 E07	(No Description) Contingency					
125-900-9900	CONTINGENCY	38,106.00	0.00	0.00	38,106.00	100.00
125-900-9990	Unappropriated EFB	0.00	0.00	0.00	0.00	0.00
	Contingency	38,106.00	0.00	0.00	38,106.00	100.00
	125-900 Totals:	38,106.00	0.00	0.00	38,106.00	100.00
	125 Totals:	328,250.00	12.98	12.98	328,237.02	99.99
	SEWER UTILITY FUND					
201 201-432 D01	Salaries and Wages					
201-432-1100	SALARIES AND WAGES	99,409.00	0.00	0.00	99,409.00	100.00
201-432-1101	City Recorder	0.00	2,523.70	2,523.70	(2,523.70)	0.00
201-432-1102	Finance Director	0.00	2,563.68	2,563.68	(2,563.68)	0.00
201-432-1104	Public Works Super	0.00	18,244.50	18,244.50	(18,244.50)	0.00
201-432-1105	Administrative Assistant	0.00	12,967.11	12,967.11	(12,967.11)	0.00
201-432-1107	Utility Worker I	0.00	28,859.98	28,859.98	(28,859.98)	0.00
201-432-1108	PW Admin Assistant	0.00	0.00	0.00	0.00	0.00
201-432-1109	PW Maintenance PT	0.00	4,377.41	4,377.41	(4,377.41)	0.00
201-432-1112	Utility Worker 2	0.00	0.00	0.00	0.00	0.00
201-432-1113	PT Seasonal	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
201-432-1302	Pager Pay	0.00	0.00	0.00	0.00	0.00
201-432-1303	Comp Time	0.00	0.00	0.00	0.00	0.00
	Salaries and Wages	99,409.00	69,536.38	69,536.38	29,872.62	30.05
D02	Employee Benefits	77,671.00	0.00	0.00	77,671.00	100.00
201-432-4100	EMPLOYEE BENEFITS	0.00	31,146.86	31,146.86	(31,146.86)	0.00
201-432-4110	EB-Medical & Dental	0.00	282.00	282.00	(282.00)	0.00
201-432-4120	EB-Insurance (life & disab)	0.00	5,446.22	5,446.22	(5,446.22)	0.00
201-432-4150	EB-Employer Taxes	0.00	15,164.40	15,164.40	(15,164.40)	0.00
201-432-4170	EB-PERS	0.00	766.76	766.76	(766.76)	0.00
201-432-4190	EB-Workers Comp	0.00				0.00
	Employee Benefits	77,671.00	52,806.24	52,806.24	24,864.76	32.01
E02	Materials & Services	13,800.00	8,300.56	8,300.56	5,499.44	39.85
201-432-5100	PROFESSIONAL SERVICES	24,300.00	3,578.77	3,578.77	20,721.23	85.27
201-432-5200	CONTRACTED SUPPORT	5,000.00	5,121.88	5,121.88	(121.88)	0.00
201-432-5300	OPERATIONAL SUPPLIES	2,400.00	2,800.92	2,800.92	(400.92)	0.00
201-432-6100	BUILDING MAINT & SUPPLIE	1,500.00	999.07	999.07	500.93	33.39
201-432-6200	RENTALS AND LEASES	2,230.00	2,043.82	2,043.82	186.18	8.34
201-432-6300	INSURANCE	100.00	0.00	0.00	100.00	100.00
201-432-6400	ADVERTISING & RECRUITM	5,600.00	4,150.86	4,150.86	1,449.14	25.87
201-432-6500	TRAINING & MEMBERSHIPS	4,100.00	4,653.85	4,653.85	(553.85)	0.00
201-432-6600	OFFICE SUPPLIES & MISC EX	18,000.00	11,730.64	11,730.64	6,269.36	34.83
201-432-6700	EQUIP MAINT & SUPPLIES	500.00	181.48	181.48	318.52	63.70
201-432-6800	UNIFORMS	38,700.00	30,275.19	30,275.19	8,424.81	21.77
201-432-6900	UTILITIES					
	Materials & Services	116,230.00	73,837.04	73,837.04	42,392.96	36.47
	201-432 Totals:	293,310.00	196,179.66	196,179.66	97,130.34	33.11
201-491	Materials & Services	20,750.00	0.00	0.00	20,750.00	100.00
E02	Franchise Fee	20,750.00	0.00	0.00	20,750.00	100.00
201-491-8601	Materials & Services	20,750.00	0.00	0.00	20,750.00	100.00
E06	Transfers Out	0.00	0.00	0.00	0.00	0.00
201-491-8001	Trans To Street Fund	0.00	0.00	0.00	0.00	0.00
201-491-8002	Trans To Street Const	5,182.00	0.00	0.00	5,182.00	100.00
201-491-8003	Trans To Reserve Fund					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
201-491-8004	Trans To Sewer Fund	0.00	0.00	0.00	0.00	0.00
201-491-8005	Trans To Sewer Const	0.00	0.00	0.00	0.00	0.00
201-491-8006	Trans To Sewer Bond	29,696.00	29,696.00	29,696.00	0.00	0.00
201-491-8007	Trans To Water Fund	0.00	0.00	0.00	0.00	0.00
201-491-8008	Trans To Water Const	0.00	0.00	0.00	0.00	0.00
201-491-8009	Trans To Water Bond	0.00	0.00	0.00	0.00	0.00
201-491-8203	Trans To Sewer Bond Fund	0.00	0.00	0.00	0.00	0.00
201-491-8701	Operational Overhead	29,833.00	14,916.50	14,916.50	14,916.50	50.00
	Transfers Out	64,711.00	44,612.50	44,612.50	20,098.50	31.05
	201-491 Totals:	85,461.00	44,612.50	44,612.50	40,848.50	47.79
201-900	(No Description)					
E07	Contingency					
201-900-9900	CONTINGENCY	56,730.00	0.00	0.00	56,730.00	100.00
201-900-9990	Unappropriated EPB	0.00	0.00	0.00	0.00	0.00
	Contingency	56,730.00	0.00	0.00	56,730.00	100.00
	201-900 Totals:	56,730.00	0.00	0.00	56,730.00	100.00
	201 Totals:	435,501.00	240,792.16	240,792.16	194,708.84	44.70
	SEWER CONSTRUCTION FU					
202						
202-432						
E02	Materials & Services	130,000.00	0.00	0.00	130,000.00	100.00
202-432-5100	PROFESSIONAL SERVICES					
	Materials & Services	130,000.00	0.00	0.00	130,000.00	100.00
	202-432 Totals:	130,000.00	0.00	0.00	130,000.00	100.00
202-491						
E06	Transfers Out					
202-491-8000	TRANSFERS OUT	271.00	0.00	0.00	271.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	Transfers Out	271.00	0.00	0.00	271.00	100.00
	202-491 Totals:	271.00	0.00	0.00	271.00	100.00
202-900 E07	(No Description) Contingency					
202-900-9900	CONTINGENCY	241,519.00	0.00	0.00	241,519.00	100.00
202-900-9990	Unappropriated EFB	0.00	0.00	0.00	0.00	0.00
	Contingency	241,519.00	0.00	0.00	241,519.00	100.00
	202-900 Totals:	241,519.00	0.00	0.00	241,519.00	100.00
	202 Totals:	371,790.00	0.00	0.00	371,790.00	100.00
	SEWER BOND FUND					
203 203-432 E02	Materials & Services OFFICE SUPPLIES & MISC EX	0.00	0.00	0.00	0.00	0.00
203-432-6600						
	Materials & Services	0.00	0.00	0.00	0.00	0.00
E05	Debt Service					
203-432-9000	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
203-432-9001	Loan Interest	15,341.00	15,341.00	15,341.00	0.00	238.00
203-432-9002	Loan Principal	39,755.00	39,145.00	39,145.00	0.00	610.00
	Debt Service	55,334.00	54,486.00	54,486.00	0.00	848.00
	203-432 Totals:	55,334.00	54,486.00	54,486.00	0.00	848.00
203-900 E07	(No Description) Contingency					
203-900-9900	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
203-900-9990	Unappropriated EFB	38,075.00	0.00	0.00	38,075.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	Contingency	38,075.00	0.00	0.00	38,075.00	100.00
	203-900 Totals:	38,075.00	0.00	0.00	38,075.00	100.00
	203 Totals:	93,409.00	54,486.00	54,486.00	38,923.00	41.66
	WATER UTILITY FUND					
	Salaries and Wages	77,938.00	0.00	0.00	77,938.00	100.00
	SALARIES AND WAGES					
	City Recorder	0.00	2,523.70	2,523.70	0.00	0.00
	Finance Director	0.00	2,563.68	2,563.68	0.00	0.00
	Public Works Super	0.00	16,098.06	16,098.06	0.00	0.00
	Administrative Assistant	0.00	16,195.86	16,195.86	0.00	0.00
	Utility Worker 1	0.00	12,349.56	12,349.56	0.00	0.00
	PW Admin Assistant	0.00	0.00	0.00	0.00	0.00
	PW Maintenance PT	0.00	2,918.42	2,918.42	0.00	0.00
	Utility Worker 2	0.00	0.00	0.00	0.00	0.00
	PT Seasonal	0.00	0.00	0.00	0.00	0.00
	Pager Pay	0.00	0.00	0.00	0.00	0.00
	Comp Time	0.00	0.00	0.00	0.00	0.00
	Salaries and Wages	77,938.00	52,649.28	52,649.28	25,288.72	32.44
	Employee Benefits					
	EMPLOYEE BENEFITS					
	EB-Medical & Dental	0.00	24,116.09	24,116.09	0.00	0.00
	EB-Insurance (life & disab)	0.00	214.21	214.21	0.00	0.00
	EB-Employer Taxes	0.00	4,099.36	4,099.36	0.00	0.00
	EB-PERS	0.00	11,003.44	11,003.44	0.00	0.00
	EB-Workers Comp	0.00	643.46	643.46	0.00	0.00
	Employee Benefits	58,681.00	40,076.56	40,076.56	18,604.44	31.70
	Materials & Services					
	PROFESSIONAL SERVICES	16,900.00	14,177.17	14,177.17	2,722.83	16.11
	CONTRACTED SUPPORT	12,000.00	2,388.88	2,388.88	0.00	80.09
	OPERATIONAL SUPPLIES	15,500.00	10,339.69	10,339.69	0.00	33.29
	BUILDING MAINT & SUPPLIE	2,000.00	1,799.43	1,799.43	0.00	10.02
	RENTALS AND LEASES	2,000.00	1,000.86	1,000.86	0.00	49.95
	INSURANCE	10,593.00	10,219.10	10,219.10	373.90	3.53

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
205-461-6400	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
205-461-6500	TRAINING & MEMBERSHIPS	5,400.00	3,802.25	3,802.25	1,597.75	29.58
205-461-6600	OFFICE SUPPLIES & MISC EX	10,000.00	2,310.52	2,310.52	7,689.48	76.89
205-461-6700	EQUIP MAINT & SUPPLIES	16,500.00	4,498.32	4,498.32	12,001.68	72.73
205-461-6800	UNIFORMS	600.00	181.48	181.48	418.52	69.75
205-461-6900	UTILITIES	37,700.00	26,936.73	26,936.73	10,763.27	28.55
	Materials & Services	129,293.00	77,654.43	77,654.43	51,638.57	39.93
	205-461 Totals:	265,912.00	170,380.27	170,380.27	95,531.73	35.92
205-491 E06	Transfers Out					
205-491-8001	Trans To Street Fund	0.00	0.00	0.00	0.00	0.00
205-491-8002	Trans To Street Const	0.00	0.00	0.00	0.00	0.00
205-491-8003	Trans To Reserve Fund	8,182.00	0.00	0.00	8,182.00	100.00
205-491-8004	Trans To Sewer Fund	0.00	0.00	0.00	0.00	0.00
205-491-8005	Trans To Sewer Const	0.00	0.00	0.00	0.00	0.00
205-491-8006	Trans To Sewer Bond	0.00	0.00	0.00	0.00	0.00
205-491-8007	Trans To Sewer Const	0.00	0.00	0.00	0.00	0.00
205-491-8008	Trans To Water Const	58,270.00	58,270.00	58,270.00	0.00	0.00
205-491-8009	Trans To Water Bond	0.00	0.00	0.00	0.00	0.00
205-491-8206	Trans To Water Const	0.00	0.00	0.00	0.00	0.00
205-491-8207	Trans To Water Bond	0.00	0.00	0.00	0.00	0.00
205-491-8601	Trans Out - Franchise Fees	21,250.00	0.00	0.00	21,250.00	100.00
205-491-8701	Trans Out OP OH	27,047.00	13,523.50	13,523.50	13,523.50	50.00
	Transfers Out	114,749.00	71,793.50	71,793.50	42,955.50	37.43
	205-491 Totals:	114,749.00	71,793.50	71,793.50	42,955.50	37.43
205-900 E07	(No Description)					
205-900-9900	Contingency	104,339.00	0.00	0.00	104,339.00	100.00
205-900-9990	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
	Unappropriated EFB					
	Contingency	104,339.00	0.00	0.00	104,339.00	100.00
	205-900 Totals:	104,339.00	0.00	0.00	104,339.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
205	Totals:	485,000.00	242,173.77	242,173.77	242,826.23	242,826.23
206	WATER CONSTRUCTION FU					
206-461	Materials & Services	9,000.00	0.00	0.00	9,000.00	9,000.00
E02	PROFESSIONAL SERVICES					
206-461-5100	Materials & Services	9,000.00	0.00	0.00	9,000.00	9,000.00
	206-461 Totals:	9,000.00	0.00	0.00	9,000.00	9,000.00
206-491	(No Description)					
E06	Transfers Out					
206-491-8000	TRANSFERS OUT	274.00	0.00	0.00	274.00	274.00
	Transfers Out	274.00	0.00	0.00	274.00	274.00
	206-491 Totals:	274.00	0.00	0.00	274.00	274.00
206-900	(No Description)					
E07	Contingency					
206-900-9900	CONTINGENCY	302,612.00	0.00	0.00	302,612.00	302,612.00
206-900-9990	Unappropriated EFB	0.00	0.00	0.00	0.00	0.00
	Contingency	302,612.00	0.00	0.00	302,612.00	302,612.00
	206-900 Totals:	302,612.00	0.00	0.00	302,612.00	302,612.00
	206 Totals:	311,886.00	0.00	0.00	311,886.00	311,886.00
207	WATER BOND FUND					
207-461	Debt Service					
E05	BOND INTEREST	21,445.00	21,444.60	21,444.60	0.40	0.40
207-461-9001	BOND PRINCIPAL	74,282.00	74,282.33	74,282.33	(0.33)	(0.33)
207-461-9002						

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
207-461-9003	DEBT SERVICE FEE PMTS	0.00	0.00	0.00	0.00	0.00
	Debt Service	95,727.00	95,726.93	95,726.93	0.00	0.00
	207-461 Totals:	95,727.00	95,726.93	95,726.93	0.00	0.00
207-900	(No Description)					
E07	Contingency	0.00	0.00	0.00	0.00	0.00
207-900-9900	CONTINGENCY	82,500.00	0.00	0.00	82,500.00	0.00
207-900-9990	Unappropriated EFB					100.00
	Contingency	82,500.00	0.00	0.00	82,500.00	100.00
	207-900 Totals:	82,500.00	0.00	0.00	82,500.00	100.00
	207 Totals:	178,227.00	95,726.93	95,726.93	82,500.07	46.28
	Report Totals:	4,388,635.00	1,816,158.11	1,816,158.11	2,572,476.89	58.61

Chief's Report

To: Mayor and City Council Members
From: Chief David M. Dryden
Date: April 7, 2015
Re: Monthly Police Department Report

1. **Reserve Hiring:** We found that our recent reserve applicant did not pass his psychological examination. The police department will continue to search for qualified applicants for reserve police officer.
2. **Reserve Officer Brian Hardy:** He was hired by the Woodburn Police Department and began working for them full time on February 23rd. It was a pleasure to have Brian on our team as a reserve police officer since 2012. We wish him well in his new endeavor.
3. **Out of Town:** I will not be present at the April Council Meeting. I will be attending the Annual Police Chief Conference being held in Bend from April 13th through 16th. I will be in contact with the office via email, phone and text messaging.
4. **Bike Rodeo:** Officer Darren Pomeroy provided a bike rodeo at North Marion Primary School on March 19th for a local Cub Scout Pack. He provided inspections on the scouts bikes as well as a riding course for them to participate in. Each rider was given a new bike helmet courtesy of a bike grant we had previously received.
5. **College Intern:** We will have a college intern working in the police department as of March 30th until June 11th. Michael Macuk is a senior at Western Oregon University with a major in Criminal Justice. While he is with us he will be doing filing, code enforcement as well as working with our evidence officer.
6. **Budget Impacts:** Dispatch fees for our agency will go up by almost \$20,000 this budget year due to a recalculation of user fees. This is due to the manner in which agency fees were increased over the last several years. It was found that the method used created a situation where smaller agency fees did not increase at the same rate as larger users.
7. **Hop Festival:** Consent Agenda Item. Hubbard Fire Department has submitted applications for their annual Hop Festival July 18, 2015. I have reviewed the application and recommend Council approval of the event, licenses and street closures listed
8. **Crosswalk Enforcement:** We have a planned crosswalk enforcement planned for April 10th on G Street and 1st near the Post Office. This enforcement is funded by a traffic grant. We will have statistics available at the May Council Meeting.

Monthly Statistical Report

To: Mayor and City Council Members

From: Chief David M. Dryden

Date: March 2, 2015

Re: February 2015 Stats

Citations: 82

Written Warnings: 12

Towed Vehicles: 13

Custody Arrests: 9

Monthly Statistical Report

To: Mayor and City Council Members

From: Chief David M. Dryden

Date: April 6, 2015

Re: March 2015 Stats

Citations: 76

Written Warnings: 7

Towed Vehicles: 11

Custody Arrests: 10

INTEROFFICE MEMORANDUM

TO: CITY COUNCIL
FROM: VICKIE NOGLE, DIRECTOR OF ADMIN./RECORDER
SUBJECT: CITY-WIDE SOFTWARE UPDATE
DATE: APRIL 6, 2015
CC: POLICE CHIEF DAVE DRYDEN; PUBLIC WORKS SUPERINTENDENT JAIME ESTRADA;
SENIOR ACCOUNTING SPECIALIST KARI KURTZ

The City has planned and budgeted to upgrade the five (5) year old Server as of June 30, 2015, at which date the old Server will no longer be supported by Microsoft. The City's current software (Springbrook) will not be compatible with the upgraded server and will require a software upgrade as well. The City has also planned and budgeted for this upgrade.

Staff reviewed and received quotes from three different companies, Springbrook Software; Caselle, and Tyler Technologies (Incode). Attached is a spreadsheet with the cost comparison. Staff is recommending the purchase of Caselle Software and would need a motion from Council for approval and authorize the Mayor to sign the contracts. Please see the below highlights of the three Software Products:

Caselle includes General Ledger, Budgeting, Bank Reconciliation, GL Excel, Payroll/Direct Deposit; Electronic W2/1099; **Online Pay Stubs/W2's**; AP; Check on Demand; Utility Management; Utility Electronic Reading Interface; Utility Service Orders; Utility Backflow Management; Cash Receipting; **Online/Electronic Payments**; Court Management. The software will be hosted on their server allowing access from any site and eventually lesson the cost for the city server back-up service. **The quote of \$27,715.00 can be split over 3 fiscal years. The annual fee is \$20,668.20 which includes a 5% discount if paid one time annually.**

- By using the same system software will help improve internal controls by using one cash receipting software system that goes directly into the general ledger.
- Caselle's Hosted version alleviates the need for any future conversions, all updates are done automatically at no cost to the City.
- Enhanced reporting features that will enable the City to track budget, revenues/expenditures and net position easier.
- Send two people to Provo, Utah for training which I have included costs in the 15-16 Budget.

Springbrook Includes Standard Meter Reading Interface; Finance Suite (GL, AP, ACH, Bank Rec, Budgeting); Payroll; Utility Billing System; Central Cash/POS. The software will be hosted on their cloud base server allowing access from any site and eventually lesson the cost for the city server back-up service. **The Springbrook quote does not include the Backflow Management and Court Software as Springbrook does not offer Court software. The price quote for Springbrook \$18,080 split over 3 fiscal years. Adding Court software from a different vendor and Backflow, the cost would be \$24,130. Springbrook's annual fee will be \$7,274.40. The annual fee with adding Court and Backflow programs from other vendors will be \$12,230.40.**

- In the near future the City needs to upgrade the Court Software from the current DOS version of ASP and Springbrook doesn't offer a Court software product.
- The Springbrook quote does not include Online Pay Stubs/W2's; and Online/Electronic Payments those features cost extra. Still have not received quotes for these modules from Springbrook.
- Customer service response to return emails or calls has been up to three – five days and sometimes you have to call them back to remind them of the first service call.
- When trying to obtain quote and demonstration return calls and emails have been the same response as when trying to resolve issues with their software.
- The upgraded product doesn't have some of the same functions and usability when comparing them to the Caselle product.
- Internal controls will still be the same when depositing Court cash receipts. Currently staff has to run a report in ASP and balance it with Springbrook allowing room for error and internal control concerns.
- Springbrook's Cloud version alleviates the need for any future conversions, all updates are done automatically at no cost to the City.

Incode Includes Financial Management Suite (GL, Budget, Bank Recon, AP); Personnel Management Suite(Employee Portal); Court Case Management; Utility Billing including Backflow (Handheld Meter-Reader Interface, Cashiering, Credit Card processing via authorize.net); Document Management Suite. The software will be hosted on their cloud base server allowing access from any site and eventually lesson the cost for the city server back-up service. **The price quote of \$50,200 does not include the finance charge for financing as this company does not allow for payments over 3 fiscal years.**

- Incode's modules and features are equal in comparison to Caselle's.

	Springbrook with Caselle Court and Backflow			Caselle	Incode
	Springbrook	Court/BF	Total (Spngbk/Cour/BF)		
Implementation	\$ 8,280.00	\$ 6,050.00	\$ 14,330.00	\$ 21,575.00	\$ 32,000.00
Conversion	\$ 9,800.00		\$ 9,800.00	\$ 6,140.00	\$ 15,500.00
Travel for Training					\$ 2,700.00
Sub total	\$ 18,080.00	\$ 6,050.00	\$ 24,130.00	\$ 27,715.00	\$ 50,200.00
Annual Subscription	\$ 6,464.40	\$ 4,956.00	\$ 11,420.40	\$ 20,668.20	\$ 13,160.00
Annual User	\$ 810.00		\$ 810.00		\$ 1,440.00
Tyler On-Demand					\$ 1,090.00
Subtotal	\$ 7,274.40	\$ 4,956.00	\$ 12,230.40	\$ 20,668.20	\$ 15,690.00
TOTAL:	\$ 25,354.40	\$ 11,006.00	\$ 36,360.40	\$ 48,383.20	\$ 65,890.00

Memo

To: Mayor and City Council Members
From: Chief David M. Dryden
Date: April 7, 2015
Re: **City Wide Software Program**

I will not be present at the April Council Meeting during discussions concerning the city wide software upgrade project. I have been involved in the discussions at staff level with the software options and would like to share my observations.

One of the biggest issues that I have observed with the current software Springbrook is the lack of customer service. It has been difficult for staff to get the needed assistance from Springbrook staff when we have issues and or questions. This software program has not proven to be as user friendly as it relates to drawing data out in convenient formats.

What I have learned about the proposed software from Caselle is that it has a much more user friendly interface and will allow staff to generate the needed spreadsheets. I am most impressed with the software ability to track any particular fund with accurate real-time figures.

The Caselle option would bring additional software programs to meet our needs in Municipal Court as well as Backflow Devices for Public Works.

The Caselle package will include the software to upgrade our Municipal Court from an unsupported DOS program to current software that will allow the police department to begin research into E Ticket programs that will improve time management of our police officers as well as office staff and create more efficiency.

I would recommend City Council seriously consider the Caselle software package. The cost is greater than the Springbrook upgrade, but the additional included software modules for Court and Backflow evens the playing field between the two.

**CITY OF HUBBARD
CITY COUNCIL MEETING MINUTES
FEBRUARY 10, 2015**

CALL TO ORDER: The Hubbard City Council meeting was called to order by Mayor Jim Yonally at 7:00 p.m. at the Hubbard City Hall, 3720 2nd St., Hubbard.

FLAG SALUTE: Mayor Jim Yonally led the group in reciting the Pledge of Allegiance.

City Council Present: Barbara Ruiz, Shannon Schmidt, Matt Kennedy, Jim Yonally, Angie Wheatcroft.

Staff Present: Director of Administration/City Recorder Vickie Nogle, MMC; Police Chief Dave Dryden; Public Works Superintendent Jaime Estrada; Senior Accounting Specialist Kari Kurtz, Administrative Assistant Lucy Astorga.

Mayor Jim Yonally added Item 6(F) “**Resolution No. 589-2015. A Resolution to close the unimproved portion of “B” Street between 6th Street and 7th Street.**” to the Consent Agenda.

COMMUNITY REPORTS. Hubbard Parks Improvement Committee(HPIC), Linda Kleczynski, 2409 A Street, reported the Bingo fundraiser is scheduled for March 7, 2015, from 6:00 p.m. - 9:00 p.m. at the Hubbard Fire Hall. L. Kleczynski added a week prior to the event, they would like to put out sandwich board signs advertising the fundraiser.

The Consensus of the Council was to allow sandwich board signs from HPIC for the Bingo event.

L. Kleczynski reported after looking into places for a Veterans Memorial directional sign, they concluded the former Key Bank location property would not be a good fit. They have decided to move ahead with a larger, more detailed sign being placed at the same location as the current sign, near the water tower. She said the new sign will be two (2) feet by three (3) feet in size.

APPEARANCE OF INTERESTED CITIZENS. Ted Kunze, introduced himself as the current Hubbard Interim Fire Chief. He said he retired as Chief in Canby last summer.

MAYOR’S PRESENTATIONS, AND/OR COUNCIL’S PRESENTATIONS. There were none.

STAFF REPORTS.

ADMINISTRATIVE DEPARTMENT – Director of Administration/City Recorder V. Nogle, MMC. Director of Administration/City Recorder Vickie Nogle told the Council she put out a memo regarding Consent Agenda Item 6E, and said she could read it aloud if the Council wished her to do so.

City Councilor Matt Kennedy asked if the City was asking the State for an extension, and how many jobs had already been created.

Mayor Jim Yonally said the City is already beyond the original deadline and needs more time to get the information needed from the other parties.

V. Nogle stated there have been reportedly 14 new jobs created at PBSL.

Senior Accounting Specialist Kari Kurtz reported the first budget meeting is scheduled for May 5, 2015.

POLICE DEPARTMENT – Police Chief Dave Dryden. Mayor Jim Yonally asked if closing off “B” Street between 6th and 7th Streets would be an issue for emergency vehicles.

Police Chief Dave Dryden replied he didn’t believe it would impact emergency vehicles.

PUBLIC WORKS DEPARTMENT – Public Works Superintendent Jaime Estrada. Public Works Superintendent Jaime Estrada informed the Council that ODOT is in the process of collecting traffic counts from around town.

City Councilor Matt Kennedy asked about the City’s process of recycling/disposal of things like scrap metal.

J. Estrada replied the Public Works Department isn’t doing anything differently than before, and disposal policies must be followed according to the State ethics commission, etc.

M. Kennedy asked what the financial cut-off is when disposing of something.

Police Chief Dave Dryden reported the standards for recycling/disposal are pretty strict and set forth by the State. If something has no value, it can be disposed of. He added the City uses propertyroom.com for surplus property, and it allows the City to stay within the State ethics standards.

M. Kennedy asked if scrap metal is also processed by propertyroom.com.

D. Dryden responded that scrap metal can be taken to recycling centers, and the revenue from that comes back to the City.

CONSENT AGENDA.

- A. **APPROVAL OF JANUARY 13, 2015, AND JANUARY 19, 2015, CITY COUNCIL MEETING MINUTES.**
- B. **RESOLUTION NO. 586-2015. A RESOLUTION CONFIRMING THE CITY OF HUBBARD’S INTENT TO APPLY TO THE LOCAL GOVERNMENT GRANT PROGRAM THROUGH THE OREGON PARKS AND RECREATION DEPARTMENT FOR MONIES TO BE USED FOR THE REPLACEMENT OF THE RESTROOMS AT RIVENES PARK.**

- C. RESOLUTION NO. 587-2015. A RESOLUTION AUTHORIZING AN ANNUAL ADJUSTMENT OF SYSTEMS DEVELOPMENT CHARGES, AMENDING RESOLUTION NO. 533-2012, AND REPEALING RESOLUTION NO. 562-2014.
- D. RESOLUTION NO. 588-2015. A RESOLUTION REVISING THE TRANSPORTATION UTILITY FEE FOR THE CITY OF HUBBARD, AND REPEALING RESOLUTION NO. 564-2014.
- E. APPROVAL OF LETTER TO BUSINESS DEVELOPMENT REGARDING THE HUBBARD IMMEDIATE OPPORTUNITY FUND (NO. 25388 764) – REQUEST FOR EXTENSION AND MODIFICATION TO AGREEMENT, AND AUTHORIZE THE MAYOR TO SIGN.
- F. RESOLUTION NO. 589-2015. A RESOLUTION TO CLOSE THE UNIMPROVED PORTION OF “B” STREET BETWEEN 6TH AND 7TH STREET.

MSA/City Councilor Matt Kennedy/City Councilor Angie Wheatcroft moved to approve the Consent Agenda as amended, with the addition of Item “6F.” City Councilor Shannon Schmidt, City Councilor Barbara Ruiz, City Councilor Matt Kennedy, City Councilor Angie Wheatcroft, and Mayor Jim Yonally were in favor. Motion passed.

APPROVAL OF THE JANUARY 2015 BANK RECONCILIATION REPORTS.

MSA/City Councilor Angie Wheatcroft/City Councilor Matt Kennedy moved to approve the bank reconciliation reports as presented. City Councilor Shannon Schmidt, City Councilor Matt Kennedy, City Councilor Angie Wheatcroft, and Mayor Jim Yonally were in favor. City Councilor Barbara Ruiz abstained from voting due to a conflict of interest as her father is the owner of the Shell gas station and she is also an employee. Motion passed.

OTHER CITY BUSINESS. There was none.

ADJOURNMENT - (NEXT REGULAR CITY COUNCIL MEETING IS TUESDAY, MARCH 10, 2015, AT 7:00 P.M.)

MSA/City Councilor Barbara Ruiz/City Councilor Angie Wheatcroft moved to adjourn the meeting. City Councilor Shannon Schmidt, City Councilor Matt Kennedy, City Councilor Angie Wheatcroft, City Councilor Barbara Ruiz, and Mayor Jim Yonally were in favor. Motion passed. Meeting adjourned at 7:18 p.m.

Mayor Jim Yonally

ATTEST:

Vickie L. Nogle, MMC,
Director of Administration/City Recorder

Lucy T. Astorga, Administrative Assistant
Recording & Transcribing

CITY OF HUBBARD
PARK USE APPLICATION
TODAY'S DATE 03/20/15

RECEIVED
MAR 23 2015
CITY OF HUBBARD

PLEASE SEE ATTACHED PARK USE MUNICIPAL CODE CHAPTERS 3.15 AND 12.05

Please attach a Hold Harmless agreement in favor of the City of Hubbard and provide liability insurance, in the amount of \$500,000 per occurrence naming the City of Hubbard as an additional insured.

DATE OF EVENT: 07/18/2015 LOCATION OF EVENT: Rivenes Park
NATURE OF EVENT: 42nd Annual Hubbard Hop Festival
SET UP DATE & TIME: 07/17/2015 REMOVAL DATE & TIME: 07/19/2015
NAME OF PERSON/ORGANIZATION USING PARK: Hubbard Volunteer Firefighters
ADDRESS: PO Box 378 CITY: Hubbard STATE: OR ZIP: 97032
CONTACT NUMBERS: Station 503-981-9454 Cell 503-780-8976
E-MAIL ADDRESS: S.mcdermott@hubbardfire.com
DATE OF BIRTH (Must be 18 or Older): [REDACTED] DRIVER'S LICENSE #: [REDACTED] STATE: [REDACTED]

NOTE: Anyone applying for outdoor entertainment is subject to a background investigation by the City of Hubbard.

WILL YOU BE USING TEMPORARY STRUCTURES? YES NO

IF YES, PLEASE ATTACH DIAGRAMS OF TEMPORARY STRUCTURES BEING CONSTRUCTED.

WILL THE EVENT IMPACT TRAFFIC? YES NO IF YES, PLEASE PROVIDE A PLAN.

WILL YOU NEED SECURITY FOR THE EVENT? YES NO IF YES, PLEASE PROVIDE A PLAN.

PLEASE PROVIDE A PLAN FOR THE CLEAN-UP OF THE PARK AFTER THE EVENT, TO INCLUDE THE DISPOSAL OF ALL TRASH OFF-SITE:

A dumpster will be provided by Allied Waste and on site trash will be emptied throughout the day with extra trash cans. Vendors will be required to attend clean up on July 19, 2015

WILL ALCOHOL BE SERVED? YES NO IF YES, PLEASE PROVIDE THE CITY WITH AN OLCC APPROVED APPLICATION & A COPY OF LIABILITY INSURANCE OF \$500,000 PER OCCURRENCE.

PERCENTAGE OF PARTICIPANTS LIVING WITHIN THE HUBBARD CITY LIMITS: 760%

SIGNATURE: [Signature] DATE: March, 20th, 2015

Hubbard Volunteer Firefighters

Hubbard Hop Festival, Inc.

Setup: Friday, July 17th, 2015

Event: Saturday July 18th, 2015

Clean Up: Sunday July 19th, 2015



Temporary Structures

Temporary structures will be constructed within Rivenes Park. All structures are labeled with in the map provided. We will begin construction of the structures the Friday, July 17th, 2015 and they will be removed on Sunday July 19th, 2015.

Hubbard Hop Festival Traffic Plan

The Hubbard Hop festival will impact traffic, but primarily during the parade.

Street closures during the parade will include the following:

- Third St. between Baines Blvd and "J" Street
- J Street between Third St. and Fifth
- Fifth St. between J St. and A Street
- All streets within the listed area will be closed for the parade only

During the parade there will be uniformed Marion County & Clackamas County Sheriff's Cadets along with Uniformed Hubbard Fire District Firefighters directing traffic. Traffic will be controlled by these trained individuals throughout the entire parade. These individuals will be strategically placed at intersections of closure and heavy traffic.

The parade will begin promptly at 10:00 AM on July 18th, 2015, lead by the Hubbard Fire District Chief and will be completed no later than 11:30 AM the same day. (Please see attached parade route)

We would like to keep certain streets surrounding the park closed beyond the parade also. We would like to close the following streets from 6:00AM July 17th through 1:00 AM July 19th. They are as follows:

- Fourth and Fifth St. between E St. & D St.
- E Street between Fourth and Fifth St.
- D St. between Third and Fifth St. (Closed only from 6:00 AM to 6:00pm for Safety Fair)

Security

The Hubbard Fire District Volunteers have contacted Police Chief Dave Dryden and confirmed that they will graciously provide a police presence throughout the festival. We will also be providing multiple personnel to assist in maintaining peace and continually monitor the park and beer garden throughout the event. (Please refer to the OLCC Application for additional information)

Insurance

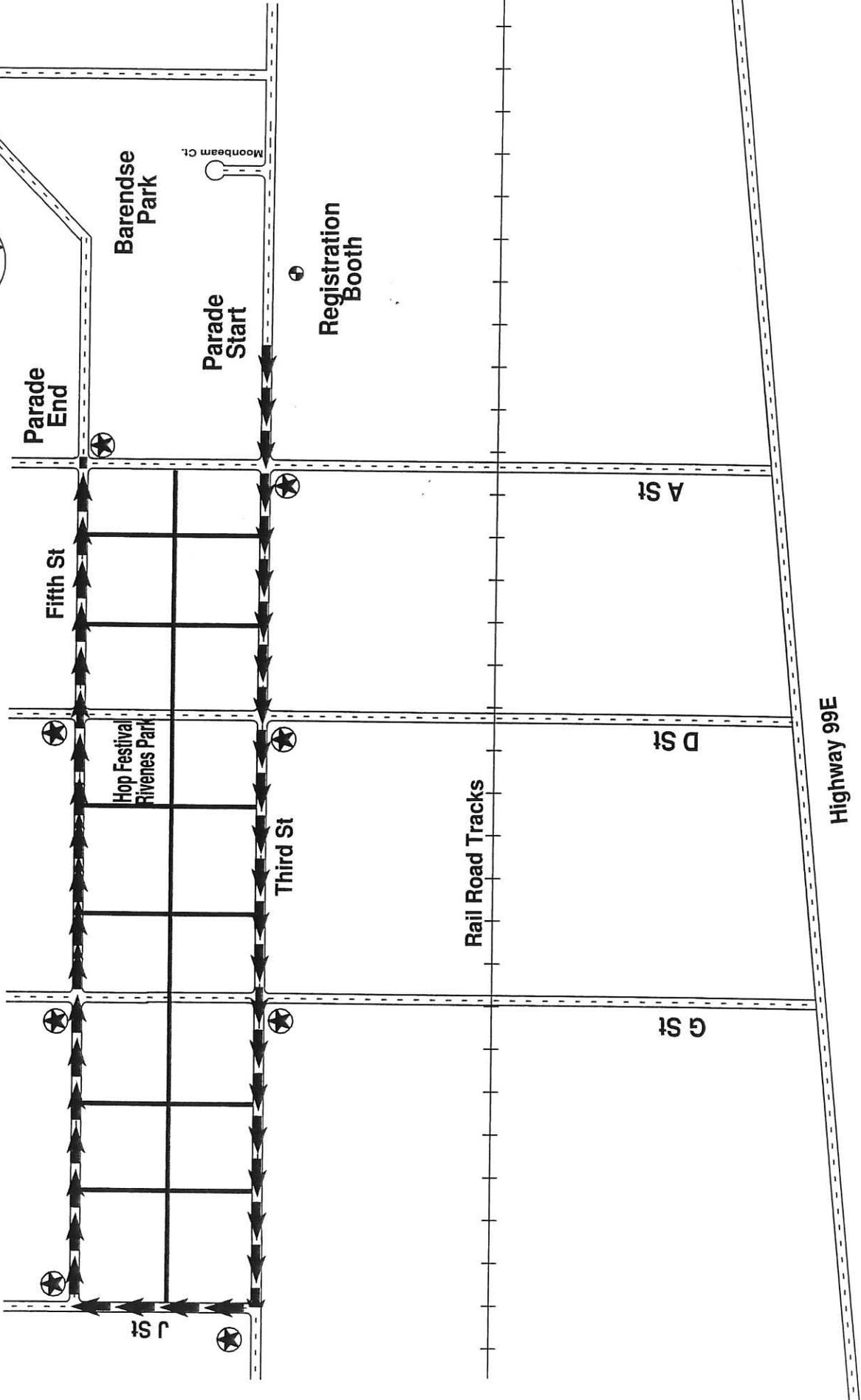
We currently have insurance through Mendenhall Insurance Group and have attached the certificate of liability.

If you have any further questions or concerns please contact me at 503-780-8976 (Cell) or s.mcdermott@hubbardfire.com

Thank you,

Steven McDermott
Assistant Fire Chief, Paramedic
Hubbard Fire District

PARADE ROUTE





TEMPORARY SALES LICENSE APPLICATION

The Temporary Sales License (TSL) allows you to sell distilled spirits, malt beverages, wine, and cider for drinking within the special event licensed area, manufacturer-sealed containers of malt beverage, wine, and cider for drinking out of the special event licensed area, and malt beverages, wine, or cider in a securely covered container for taking out of the special event licensed area.

- **Process Time:** OLCC needs your completed application in sufficient time to approve it. Sufficient time is typically 1 to 4 weeks before the first event date listed in #10 below. Some events may need extra processing time.
- **License Fee:** \$50 per license day or any part of a license day. Make payment by check or money order, payable to OLCC. A license day is from 7:00 am to 2:30 am on the succeeding calendar day.

PLEASE PRINT

1. Licensee Name (please print): Hubbard Hop Festival 2. E-Mail: s.mcdermott@hubbardfire.com

3. Mailing address: PO Box 378

4. City: Hubbard 5. State: OR 6. Zip Code: 97032 7. Fax: 503.981.0729

8. Contact Person: Steven McDermott 9. Contact Phone: 503.780.8976

10. Date(s) of event (no more than seven days): July 18th, 2015

11. Start/End hours of alcohol service: 1100 AM PM to 0100 AM PM

LICENSED AREA BOUNDARIES: ORS 471.159 prohibits the OLCC from licensing an area that does not have defined boundaries. OLCC may require the licensed area to be enclosed and may require you to submit a drawing showing the licensed area and how the boundaries of the licensed area will be identified.

12. Address of **Special Event** Licensed Area: Rivenes Park, 5th & D St Hubbard
 (Street) (City)

13. Identify the licensed area (for example: entire premises; a room within the premises; an area in a park; etc.):
180ft x 90 ft area, fenced with 6 foot see through fencing, please see attachment

14. List the primary activities within the licensed area (like: dinner; auction; beer festival; wine festival; food fair; art show; music; patron dancing; sports event; etc.). If entertainment will be offered in the areas where alcohol will be sold or consumed, please describe the entertainment, the times it will be offered, and list the targeted age of attendees:
Live Music (1100-0100), Food Service (1100-0100), raffle, drawing, horseshoe tourney, target audience is 21 years or older.

15. Will minors be allowed at the event? Yes No

16. If yes, will minors and alcohol be allowed in the same area? Yes No

17. What is the expected attendance per day in the licensed area (where alcohol will be sold or consumed)? 1,500

PLAN TO MANAGE THE SPECIAL EVENT LICENSED AREA: If your answer to #17 is 501 or more, in addition to your answers to questions 18, 19, and 20, you will need to complete the OLCC's [Plan to Manage Special Events](#) form, unless the OLCC exempts you from this requirement.

18. Describe your plan to prevent problems and violations.
Strictly enforce all OLCC rules/laws for patron safety, server regulations and improved service area policy.

19. Describe your plan to prevent minors from gaining access to alcoholic beverages and from gaining access to any portion of the licensed premises prohibited to minors.
1100-1800 hrs, patrons will have ID check by the server prior to service, after 1800 hrs minors will be removed from the controlled area and one entrance/exit will be used with ID checker applying wrist bands.

20. Describe your plan to manage alcohol consumption by adults. Note: you may not sell, offer, or serve to any person an unlimited number of alcoholic beverage(s) during any set period of time for a fixed price.

MANAGER AND SERVICE PERMITS: You must name a manager or managers who will be at the special event. Employees and volunteers who serve alcohol, and the people who manage those servers, must have an issued service permit unless specifically exempted.

A nonprofit or charitable organization with a Registry Number issued by the Oregon Secretary of State's office (see [TSL Application Guide](#)) may use servers who don't hold a service permit. These servers must attend training provided by the applicant and read, sign, and date the OLCC provided brochure [What Every Volunteer Alcohol Server Needs to Know](#).

21. Nonprofit or Charitable Organization Oregon Registry Number (or "N/A" if not applicable): 93-0803046

22. List person(s) on duty and in the licensed area managing alcohol service: Chris Debrito, Steven McDermott

23. List the service permit # of each person managing alcohol service: 444170

LIQUOR LIABILITY INSURANCE: If the licensed area is open to the public and expected attendance is 301 or more per day in the licensed area, you must have at least \$300,000 of liquor liability insurance coverage as required by ORS 471.168.

24. Insurance Company: Mendenhall Insurance 25. Policy #: VFIS-TR2060951 26. Expiration Date: 01/01/2016

27. If you will **NOT** provide distilled spirits, name at least two different substantial food items that you will provide:

1) BBQ Dinner 2) Sausage Dinner

28. If you will provide distilled spirits, name at least three different substantial food items that you will provide:

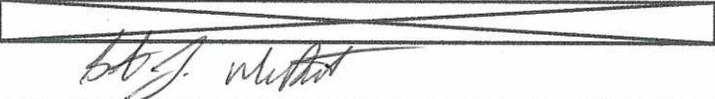
1) N/A 2) N/A 3) N/A

GOVERNMENT RECOMMENDATION: Once you've completed this form to this point, you must obtain a recommendation from the local city or county named in #29 below **before** submitting this application to the OLCC.

29. Name the city if the event address is within a city's limits or name the county if the event address is outside the city's limits:
Hubbard, Marion County, OR

I affirm that I am authorized to sign this application on behalf of the applicant.

30. Applicant Name (please print): Steven McDermott

31. APPLICANT SIGNATURE:  32. Date: 03/20/2015

CITY OR COUNTY USE ONLY

The city/county named in #29 above recommends:

Grant Acknowledge Deny (attach written explanation of deny recommendation)

City/County Signature: _____ Date: _____

FORM TO OLCC: This license is valid only when signed by an OLCC representative. Submit this form to the OLCC office regulating the county in which your special event will happen.

OLCC USE ONLY

Fee Paid: _____ Date: _____ Receipt #: _____

License is: Approved Denied

Restrictions:

OLCC Signature: _____ Date: _____



OREGON LIQUOR CONTROL COMMISSION
PLAN TO MANAGE SPECIAL EVENTS

When the expected attendance per day in the area where alcohol will be sold or consumed is 501 or more, any applicant for a Temporary Sales License (TSL), Special Event Winery (SEW), Special Event Grower (SEG), Special Event Brewery-Public House (SEPBH), Special Event Distillery (SED), or a Temporary Use event must complete this form (unless exempted from this requirement by the OLCC) and submit it with the application to the OLCC.

Other applicants (those expecting 500 or fewer attendees per day in the licensed area) may choose to use this form. In some cases, even if the expected daily attendance is 500 or fewer, the OLCC may require this form.

Examples of times when the OLCC may require more detailed information, even if the expected daily attendance in the area where alcohol will be sold or consumed is 500 or fewer, include a licensed area: projecting an emphasis on alcohol consumption; projecting an emphasis on entertainment; or proposing to allow minors and alcohol together in the same area.

Please note that for some licensed areas, in order to convince the OLCC that you will adequately manage the licensed area, the OLCC may require more details in addition to your completed PLAN TO MANAGE SPECIAL EVENTS form or any other information you submitted regarding how you will control the licensed area.

If there will be more than one of the above licensees making alcohol available in the same area(s) of the same event, all licensees may agree to submit and follow one plan.

1. Event Name: Hubbard Hop Festival
2. Applicant Name: Hubbard Hop Festival Inc.
3. Date(s) of event: 07/18/2015
4. Start/End hours of alcohol service: 1100 AM PM to 0100 AM PM
5. Event Street Address: Revines Park, 5th & D St
6. City: Hubbard 7. County: Marion 8. Zip: 97032
9. Will minors be allowed at the event? Yes No
10. If yes, will minors and alcohol be allowed together in the same area? Yes No
11. Will any portion of the licensed premises be prohibited to minor patrons? Yes No
 If yes, describe your plan to prevent minor patrons from gaining access to the prohibited area:
 After 1900 hrs, minors will be escorted out of the controlled area of service and will not be allowed back in. At that time the controlled area will have one entrance with an ID checker and wrist bands will be applied if the patron is over 21 years of age. Minors with marked "X" on hands will be escorted out at the completion of the horseshoe tourney.
12. Estimated total attendance per day in area(s) where alcohol will be sold or consumed: 1,500

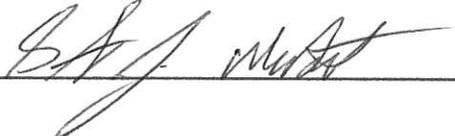
13. List the names(s) and contact phone(s) of **alcohol manager(s)** on-duty and in the licensed area:
 Steven McDermott 503.780.8976
 Chris Debrito 541.915.9447
14. List the primary activities within the licensed area:
 Live music, horseshoe tourney, food service, alcohol service.
15. Do you estimate that 30 percent or more of the people attending the event will be between 15 and 20 years of age? Yes No
16. Do you estimate the number of patrons in the licensed area will be about the same during the entire time that alcohol is sold or consumed? Yes No If no, what are the estimated times that a greater number of patrons will attend? 2000-0100 hrs
17. At any one time, what is the average range of the number of staff (such as managers, servers, security, alcohol monitors, ID checkers, etc.) on-duty, at the event, and whose job includes monitoring patron behavior?
 10 at non peak times, up to 20-30 during peak times, including uniformed police officers.
18. Will **Alcohol Monitors** work in the licensed area? (*An Alcohol Monitor is a person, in addition to alcohol servers and security staff, who monitors the sale, service, and consumption of alcoholic beverages to help ensure that unlawful sales, service, and consumption of alcoholic beverages do not occur.*) Yes No
19. If yes to #18, list the minimum number of **Alcohol Monitors** you estimate will work during the estimated times when a greater number of patrons will attend the estimated times when a regular number of patrons will attend:
 10
 _____ Minimum number during estimated times of greater patron attendance
 6
 _____ Minimum number during estimated times of regular patron attendance
20. If yes to #18, describe how **Alcohol Monitors** will be readily identifiable as such to patrons:
 In addition to serves, all will have alcohol monitor badges visible at chest height or be uniformed police officers.
21. Will all Alcohol Monitors be required to have a service permit? Yes No
22. If no to #21, those **Alcohol Monitors** without a service permit must be uncompensated volunteers who are directly supervised in the licensed area by an individual who has successfully completed and Alcohol Server Education course within the last five years.
 List the name(s) of the supervisor(s) and either their service permit number(s) or server education completion date(s):
 Steven McDermott-July 2013, Chris Debrito July 2012
23. Is the applicant a nonprofit or charitable organization with a Registry Number issued by the Oregon Secretary of State's office? Yes No If yes, list the Oregon Registry Number: 93-0803046

- 24a. If yes to #23, will the applicant use servers who don't hold a service permit? Yes No
- 24b. If yes to #24a, describe the plan to train these people in at least the following: recognizing minors; properly checking identification; and how to recognize and respond appropriately to visibly intoxicated persons:
Utilize the OLCC publication "What every Volunteer Alcohol server needs to Know" and retain signed copies for review if needed.
25. Will security or ID checkers be required to have a service permit? Yes No If no, describe the plan to train these people in at least the following: recognizing minors; properly checking identification; and how to recognize and respond appropriately to visibly intoxicated persons:
Utilize the OLCC publication "What every Volunteer Alcohol server needs to Know" and retained signed copies for review if needed. Request Volunteer alcohol service class from OLCC prior to the event @ the Hubbard Fire Station.
26. Will servers, security, or ID checkers wear clothing or other designation which readily identifies them as such to patrons? Yes No If yes, please describe:
Brightly color badges on lanyards
27. Describe the alcoholic beverages for consumption in the licensed area:

	Size of Container	Maximum Amount of Alcohol in the Container
Malt Beverages	16	16
Wine	8	8
Cider	N/A	N/A
Distilled Spirits	N/A	N/A

28. Describe how containers used to serve alcoholic beverages for consumption in the licensed area will be of a different color and type when compared to containers used to serve nonalcoholic beverages:
Alcohol will be served in clear cups, non alcoholic beverages will be served in sealed containers, i.e cans and bottles
29. What is the maximum number of containers of alcoholic beverages meant for consumption in the licensed area that a patron may possess at any one time? 2
30. Describe the level of lighting the licensed area will have to ensure the proper monitoring of patrons:
 A level of lighting sufficient to read common newspaper print; or
 A level of lighting that will be (please describe):
31. If other methods for adequately managing the licensed area will be used, describe them here (or submit a separate written, dated, and signed plan):
No alcohol will be allowed in the command/finances RV, volunteer break or serving areas.

32. Applicant Name: Steven McDermott

33. Applicant Signature:  34. Date: 03/20/2015



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/18/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mendenhall Insurance Agency PO Box 127 WOODBURN, OR 97071	CONTACT NAME: Darrell Mendenhall
	PHONE (A/C, No, Ext): (503)981-0161 FAX (A/C, No): (503)981-3086
	E-MAIL ADDRESS: general@mendenhallinsurance.com
	INSURER(S) AFFORDING COVERAGE
INSURED HUBBARD RURAL FIRE PROTECTION DISTRICT PO BOX 378 HUBBARD, OR 97032	INSURER A : VFIS AAIC
	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES

CERTIFICATE NUMBER: 00000000-0

REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> LIQUOR LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			VFIS TR 2060951	01/01/2015	01/01/2016	EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ LIQUOR \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

HUBBARD HOP FESTIVAL JULY 18, 2015

CERTIFICATE HOLDER

CANCELLATION

OREGON LIQUOR CONTROL COMMISSION
PO BOX 22297
MILWAUKIE, OR 97269

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Darrell Mendenhall (DRM)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/18/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mendenhall Insurance Agency PO Box 127 WOODBURN, OR 97071	CONTACT NAME: Darrell Mendenhall
	PHONE (A/C, No, Ext): (503)981-0161 FAX (A/C, No): (503)981-3086
	E-MAIL ADDRESS: general@mendenhallinsurance.com
	INSURER(S) AFFORDING COVERAGE
	NAIC #
INSURED HUBBARD RURAL FIRE PROTECTION DISTRICT PO BOX 378 HUBBARD, OR 97032	INSURER A : VFIS/AAIC
	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES CERTIFICATE NUMBER: 00000000-0 REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			VFIS TR2060951	01/01/2015	01/01/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
HUBBARD HOP FESTIVAL JULY17,18,19, 2015

CERTIFICATE HOLDER

CANCELLATION

CITY OF HUBBARD, OREGON
HUBBARD, OR 97032

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Darrell Mendenhall (DRM)



Oregon

Kate Brown, Governor

Department of Transportation

Region 2 Planning

455 Airport Road SE Building B

Salem, Oregon 97301-5395

Telephone (503) 986-2837

Stephen.L.Jacobson@odot.state.or.us

4 March 2015

Vickie Nogle, Director of Administration
City of Hubbard
P.O. Box 380
Hubbard, OR 97032

RECEIVED

MAR 09 2015

CITY OF HUBBARD

OR 99E: Young Street Safety and ADA Ramps Project
Variance from City Ordinance Chapter 9.25, Noise Regulations

Dear Sir:

The Oregon Department of Transportation (ODOT) will be performing a highway improvement along OR99E which will construct ADA ramps at its intersections with G and J Streets. This work will upgrade the intersections to better fit ADA standards. This work on highway 99E will be done from June 1, 2015 thru November 30, 2015.

Due to various construction elements, ODOT needs to do some night time work. We have restrictions for lane closures to only take place on Hwy 99E between 9 p.m. and 7 a.m. Construction, which would impact traffic, may be required to be done at night between 9 p.m. and 7 a.m. Certain work activities will require closing one lane of traffic to accomplish. We do not anticipate nightly evening work throughout the project's full duration, but we are not able to determine the exact nights or times of evening work since construction elements are unique and selection would be up to the Prime Contractor based on the construction schedule following contract award. Due to traffic volumes in the area, especially in the high tourist season, seasonally adjusted lane restrictions will be implemented through the Special Provisions. These restrictions are included to minimize the impact on business locations in the surrounding area.

Therefore, we request a variance from the noise ordinance to work a second shift or a single shift outside of regular working hours to enable us to complete the project sooner. This reduces the need to disrupt traffic during peak times and shortens the time when it must be disrupted to accommodate lane closures. It also results in a shorter length of time noise will be generated during allowed hours.

Due to the expense, ODOT doesn't do noise studies on impacts that are temporary, unless we need to substantiate a claim that we are not producing noise contrary to the noise ordinance, so we don't have specific information available that would show the distance from where the project generated noise would be expected to fall to ambient levels. However, if this helps with your review, I have a generic study from Marion County that states the noise from a passing

Semi-truck adds 1 decibel to the ambient noise level at 100 feet away. Studies show it takes a change of 2-3 decibels for most people to detect the change in an outdoor environment.

By their nature, construction activities produce sound that is not possible to muffle, other than standard mufflers on motors and not running them when not necessary for the work being done at the time.

Therefore, ODOT seeks a Variance from HCO 9.25, Noise Regulation, specifically Section 9.25.030:

We know of no incidence where the public health, safety, or welfare was endangered by noise from construction activities. The relative short duration and the fact that the project activities move away from a particular receptor over the length of the project serve to limit exposure. In fact, the noise variance will result in a safer environment for the public by facilitating earlier completion of the project thus limiting the public's exposure to construction activities on the roadway.

Construction equipment engine sounds, pounding and back-up alarm beeping are among the sounds to be expected.

ODOT could not do this upgrading of the safety components without this project. It would leave the transportation system vulnerable to failures in its operation which be expected to have a negative effect on mobility for the citizens of Hubbard as well as visitors and commerce coming to the area. Working at night allows the project to have less of an impact on traffic using the facility. The repairs are critical to maintaining the safety and efficiency of the highway as well as pedestrians crossing the highway.

We request a 24 hour a day noise variance for the period of June 1, 2015 thru November 30, 2015. We will disallow lane closures Friday through Sunday and the Fourth of July. We expect the impact on Hubbard to be minimal. The portion of the project in the city is a small piece of the overall project and is expected to be within the city's 10 day limit.

Please contact me at 503-986-2837, or Melissa Sutkowski, Project Leader, at 503-986-2639, if you have any questions regarding the construction activities associated with this noise variance request.

Sincerely,

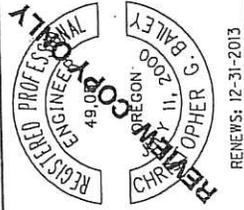
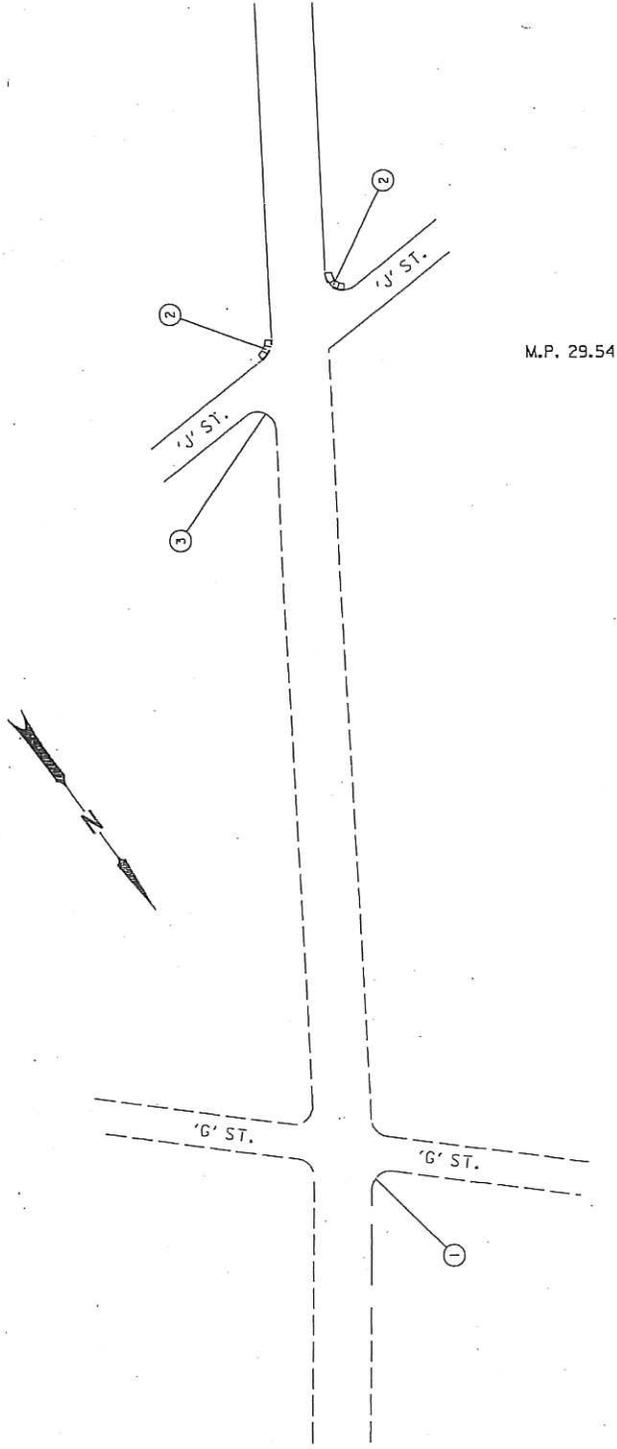


Steve Jacobson
ODOT Region 2
Senior Transportation Planner

Sec. 33, T. 4 S., R. 1 W., W.M.

DIRECT DESIGN
FOR
CONSTRUCTION ONLY

- ① M.P. 29.41
Inst. truncated dome detectable warning surface
- ② M.P. 29.54
Const. standard curb
Const. Parallel sidewalk ramp (Option K) - 2
(See atp. no. RDT20)
- ③ M.P. 29.54
Inst. truncated dome detectable warning surface



 OREGON DEPARTMENT OF TRANSPORTATION	
REGION 2 TECH CENTER	
ORB&E; YOUNG STREET SAFETY & ADA RAMPS (WOODBURN) SEC. PACIFIC NORTHWEST DIVISION HARRISON COUNTY	
Design Team Leader - Carol Cortwright Designed By - Chris Bailey Drafted By - Charlotte Carpen	
SHEET NO.	5
GENERAL CONSTRUCTION	

RENEWS: 12-31-2013

I:1200_BL - 003

Chapter 9.25 NOISE REGULATIONS

Sections:

- 9.25.010 Definitions.
- 9.25.020 Sound measurements.
- 9.25.030 Noise prohibited.
- 9.25.040 Exceptions.
- 9.25.050 *Repealed*.
- 9.25.060 Violation – Penalty.

9.25.010 Definitions.

For the purposes of this chapter, the following definitions apply:

- (1) "A-scale (dBA)" means the sound level in decibels measured using the A-weighted network as specified in the American National Standard Specification for sound level meters.
- (2) "Decibel (dB)" means the unit for measuring the volume of sound.
- (3) "Noise sensitive unit" includes any authorized land use of a church, temple, synagogue, day care center, hospital, rest home, retirement home, group care home, school, dwelling unit (single-family dwelling, duplex, triplex, multifamily dwelling, or mobile home) or other use of the same general type, and rights-of-way appurtenant thereto, whether publicly or privately owned.
- (4) "Sound level meter" means a sound measuring device, either Type 1 or Type 2, as defined by American National Standard Specification for sound level meters.
- (5) "Sound producing device" includes, but is not limited to, the following:
 - (a) Loudspeakers;
 - (b) Radios, tape players, compact disc players, phonographs, boom boxes, television sets, or stereo systems, including those installed in a vehicle;
 - (c) Musical instruments;
 - (d) Sirens, bells, or whistles;
 - (e) Engines or motors;
 - (f) Air, electrical, or gas-driven tools, including, but not limited to, drills, chainsaws, lawn mowers, saws, hammers, or similar tools;
 - (g) Motor vehicles, including automobiles, motorcycles, motorbikes, trucks, buses, snowmobiles, boats or any similar piece of equipment equipped with a propelling device; and

(h) Persons or animals causing sound to emanate. (Ord. 257-2002)

9.25.020 Sound measurements.

(1) When sound measurements are made for the enforcement of this chapter, they shall be made with a sound level meter. The sound level meter shall be an instrument in good operating condition, meeting the requirements of a Type I or Type II meter and shall contain at least an A-weighted scale, and both fast and slow meter response capability.

(2) If sound measurements are made, the person making those measurements shall have completed training in the use of the sound level meter, and shall use measurement procedures consistent with that training.

(3) Measurements may be made at or within the boundary of the property on which a noise sensitive unit located which is not the source of the sound. (Ord. 257-2002)

9.25.030 Noise prohibited.

(1) It shall be unlawful for any person to produce or permit to be produced, with any sound producing device which when measured at or within the boundary of the property on which a noise sensitive unit is located which is not the source of the sound, which sound exceeds the following levels:

(a) Sixty dBA at any time between 9:00 p.m. and 7:00 a.m. of the following day;

(b) Seventy dBA at any time between 7:00 a.m. and 9:00 p.m. of the same day where the property receiving the noise has a residential zoning designation;

(c) Sixty-five dBA at any time between 9:00 p.m. and 7:00 a.m. of the following day where the property receiving the noise has a zoning designation which is not residential;

(d) Eighty dBA at any time between 7:00 a.m. and 9:00 p.m. of the same day where the property receiving the noise has a zoning designation which is not residential.

(2) In addition, any person producing or permitting to be produced the following noise disturbances, shall be found in violation, regardless of the decibel level of the disturbance:

(a) Repair and testing of a motor vehicle or other engine which is plainly audible within a noise sensitive unit between the hours of 9:00 p.m. and 7:00 a.m. of the following day.

(b) The operation of any gong, bell or siren upon any vehicle, other than police, fire or other emergency vehicle.

(c) The sounding of any motor vehicle audible anti-theft alarm system for a period of more than 20 minutes.

(d) The use of a mechanical device operated by compressed air, steam or otherwise, unless the noise created thereby is effectively muffled.

(e) The detonation of a blasting or explosive device, except as allowed under a permit issued by the appropriate governmental authority.

(f) The keeping of an animal which by loud and frequent or continued noise disturbs the comfort and repose of a person in the vicinity.

(g) The erection, including excavation, demolition, alteration or repair of any building other than between the hours of 7:00 a.m. and 9:00 p.m. except in the case of urgent necessity in the interest of the public welfare and safety and then only with a permit granted by the city administrator for a period not to exceed 10 days. (Ord. 257-2002)

9.25.040 Exceptions.

The following constitute exceptions to this chapter and shall not be construed as violations:

- (1) Sounds created by organized athletic or other group activities, when such activities are conducted on public property generally used for such purposes, such as stadiums, schools, and athletic fields.
- (2) Sounds caused by emergency work, or by the ordinary and accepted use of emergency equipment, vehicles and apparatus.
- (3) Sounds caused by bona fide use of emergency warning devices and properly functioning alarm systems.
- (4) Sounds regulated by federal law, including but not limited to, sounds caused by railroads or aircraft.
- (5) Sounds caused by demolition activities when performed under a permit issued by appropriate governmental authorities.
- (6) Sounds caused by construction activity during the hours of 7:00 a.m. to 9:00 p.m. of the same day.
- (7) Sounds caused by regular vehicular traffic upon premises open to the public.
- (8) Sounds caused by air, electrical or gas-driven domestic tools, including but not limited to, lawn mowers, lawn edgers, saws, drills, blowers, and other similar lawn or construction tools, during the hours of 7:00 a.m. to 9:00 p.m. of the same day.
- (9) Any noise resulting from activities of a temporary duration which is otherwise permitted by law. (Ord. 257-2002)

9.25.050 Sound amplification permits.

Repealed by Ord. 330-2012. (Ord. 257-2002)

9.25.060 Violation – Penalty.

Violation of a provision of this chapter is punishable by a fine not to exceed \$500.00. However, if a violation of a provision is identical to a state statute with a lesser penalty, punishment shall be limited to the lesser penalty prescribed in state law. (Ord. 257-2002)

ENGINEERS ESTIMATE

PROJECT: 2014-2015 Pavement Management Improvements

PROJECT #:4354-01

OWNER: CITY OF HUBBARD, OREGON

The Owner will award the Contract based on the lowest responsible bid received for the Total of Schedules A & B, but may delete any single Schedule, Item, or combination of Schedules and Items from the Contract prior to award.

SCHEDULE A: 2nd St. (F to J Streets) & E St. (1st St. to Hwy 99E)

Item	Description	Quantity	Units	Unit Price	Amount
1	2" HMA Overlay - Incl. Sawcutting, PetroMat, Cold Plane Pavement Removal, Grinding, Grade Adjustments, and Cleanup	1	L.S.		
SUBTOTAL - Schedule A					\$45,180.00

SCHEDULE B: 5th St. (B to D Streets), D St. (2nd to 3rd Streets), D St. (Casteel St. to Mobile**Mome Park), G St. (RR Tracks to 2nd St.), J St. (5th to 7th Streets), & J St. (RR Tracks to 2nd St.)**

Item	Description	Quantity	Units	Unit Price	Amount
1	Crack Sealing & Slurry Seal - Type II	1	L.S.		
SUBTOTAL - Schedule B					\$54,280.00
TOTAL - Schedules A & B					\$99,460.00

Write out total from line above:

Bids will not be considered without the total amount written above and all boxes completed**SCHEDULE C ALTERNATE: 3rd St. (A to D Streets), 3rd St. (Moonbeam Ct. to 25' N. of Nina Place),****4th St. (Beaver Ct. to J St.), Baines Blvd. (Dorsey Dr. to Dead End West), & D St. (1st to 2nd Streets)**

Item	Description	Quantity	Units	Unit Price	Amount
1	Slurry Seal - Type II	1	L.S.		
SUBTOTAL - Schedule C					\$42,000.00

SCHEDULE D ALTERNATE:

Item	Description	Quantity	Units	Unit Price	Amount
1	Remove & Replace Ex. Catch Basins on 2nd St. - Between H St. & J St.	4	EA.	\$1,800.00	
SUBTOTAL - Schedule D					\$7,200.00
SUBTOTAL - Schedule C & D					\$49,200.00

CITY COUNCIL MEETING: April 14, 2015

DATE: APRIL 2, 2015

TO: MAYOR JAMES YONALLY AND CITY COUNCIL MEMBERS

THROUGH: JAIME ESTRADA – PUBLIC WORKS SUPERINTENDENT

FROM: AKS ENGINEERING & FORESTRY SALEM-KEIZER, LLC

SUBJECT: 2014-2015 PAVEMENT MANAGEMENT IMPROVEMENTS

BACKGROUND:

On March 31, 2015 bids were received and opened for the 2014-2015 Pavement Management Improvements.

The Work is Summarized as Follows:

HMAC Paving, Geo-synthetics, Grade Adjustments, Catch Basin Removal and Replacement, and additional work common to street resurfacing projects.

Basis of Award:

The Contract shall be awarded to the lowest bid received from a responsive and responsible Bidder. **The OWNER reserves the right to award the Contract based on the lowest responsive bid for any single schedule, and may award multiple Contracts deemed to be in the City's best interest.** Contractors are not required to bid on all schedules. The OWNER reserves the right to postpone award 45 days from the opening of bids, to reject any bid not in conformance with all prescribed public bidding procedures and requirements, and may reject, for good cause, any or all bids upon a finding by the OWNER that it is in the public interest to do so.

The City Engineer has certified the bids. After bid certification, the low responsive bidder on this project for Schedules A and D was **North Santiam Paving Co.**, whose bid was **\$60,950.00**.

RECOMMENDATIONS:

It is recommended the City Council enter into a contract with the low responsive bidder for Schedules A and D, **North Santiam Paving Co.**, for an estimated cost of **\$60,950.00**. Contact Jaime Estrada for questions.

CITY COUNCIL MEETING: April 14, 2015

DATE: APRIL 2, 2015

TO: MAYOR JAMES YONALLY AND CITY COUNCIL MEMBERS

THROUGH: JAIME ESTRADA – PUBLIC WORKS SUPERINTENDENT

FROM: AKS ENGINEERING & FORESTRY SALEM-KEIZER, LLC

SUBJECT: 2014-2015 PAVEMENT MANAGEMENT IMPROVEMENTS

BACKGROUND:

On March 31, 2015 bids were received and opened for the 2014-2015 Pavement Management Improvements.

The Work is Summarized as Follows:

Slurry Sealing, Crack Sealing, and additional work common to street resurfacing projects.

Basis of Award:

The Contract shall be awarded to the lowest bid received from a responsive and responsible Bidder. **The OWNER reserves the right to award the Contract based on the lowest responsive bid for any single schedule, and may award multiple Contracts deemed to be in the City's best interest.** Contractors are not required to bid on all schedules. The OWNER reserves the right to postpone award 45 days from the opening of bids, to reject any bid not in conformance with all prescribed public bidding procedures and requirements, and may reject, for good cause, any or all bids upon a finding by the OWNER that it is in the public interest to do so.

The low responsive bidder for Schedules B and C included a significant discount should the OWNER decide to award both schedules to their company. In addition, they offered to perform crack sealing on Schedule C in order to prolong the life of the street surfaces.

The City Engineer has certified the bids. After bid certification, the low responsive bidder on this project for Schedules B and C (including crack sealing) was **Blackline, Inc.**, whose bid was **\$63,600.00**.

RECOMMENDATIONS:

It is recommended the City Council enter into a contract with the low responsive bidder for Schedules B and C, **Blackline, Inc.**, for an estimated cost of **\$63,600.00**. This amount includes the proposal for crack sealing on Schedule C. Contact Jaime Estrada for questions.

Bank Reconciliation

Checks By Date



City of
Hubbard, OR

3720 2nd Street
P.O. Box 380
Hubbard, OR 97032

04/02/2015 - 10:12 AM

User: kari kurtz

Cleared and Not Cleared Checks

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
5749	02/10/2015	BlackPoint IT Services		AP	02/28/2015	573.89
5750	02/10/2015	Brenda Hidalgo		AP	02/28/2015	115.00
5751	02/10/2015	Canby Ford, Inc.		AP	02/28/2015	36.95
5752	02/10/2015	City of Hillsboro		AP	02/28/2015	295.00
5753	02/10/2015	Clackamas Community		AP	02/28/2015	85.00
5754	02/10/2015	Davison Auto Parts		AP	02/28/2015	27.26
5755	02/10/2015	LaVonne Gaylor		AP		115.32
5756	02/10/2015	Great Western Sweeping, Inc.		AP	02/28/2015	1,024.68
5757	02/10/2015	GW Hardware Center		AP	02/28/2015	124.30
5758	02/10/2015	H & H PAVING CO.		AP	02/28/2015	200.00
5759	02/10/2015	Hattenhauer Energy Co		AP	02/28/2015	161.29
5760	02/10/2015	Hillside Church		AP	02/28/2015	50.00
5761	02/10/2015	Jess Hostetler		AP	02/28/2015	9.71
5762	02/10/2015	Hubbard Chevrolet, Inc.		AP	02/28/2015	49.43
5763	02/10/2015	John Deer Financial		AP	02/28/2015	70.59
5764	02/10/2015	Law Enforcement Services, INC.		AP	02/28/2015	50.00
5765	02/10/2015	Law Office of Scott Leonard, L		AP	02/28/2015	282.00
5766	02/10/2015	Marion County Dept of Public W		AP	02/28/2015	30.00
5767	02/10/2015	Marion County Treasury Dept		AP	02/28/2015	1,303.53
5768	02/10/2015	Net Assets		AP	02/28/2015	50.00
5769	02/10/2015	NW Natural Gas		AP	02/28/2015	428.87
5770	02/10/2015	OACA		AP		50.00
5771	02/10/2015	Office Depot		AP	02/28/2015	156.65
5772	02/10/2015	OMFOA		AP	02/28/2015	280.00
5773	02/10/2015	Pacific Office Automation		AP		191.58
5774	02/10/2015	PGE- Portland General Electric		AP	02/28/2015	7,498.45
5775	02/10/2015	PROFECTUS, INC.		AP	02/28/2015	396.63
5776	02/10/2015	Republic Services		AP	02/28/2015	287.60
5777	02/10/2015	Roth Heating & Cooling		AP	02/28/2015	90.00
5778	02/10/2015	Shell Fleet Plus		AP	02/28/2015	1,029.17
5779	02/10/2015	SOLENIS. L.L.C.		AP	02/28/2015	756.00
5780	02/10/2015	Verizon Wireless		AP	02/28/2015	381.36
5781	02/10/2015	Walter E. Nelson Co		AP	02/28/2015	68.50
5782	02/10/2015	Waste Connections		AP		25.47
5783	02/10/2015	Yes Graphics Printing Co.		AP	02/28/2015	205.00
5784	02/24/2015	Colonial Life & Accident		AP		96.40
5785	02/25/2015	AKS Engineering & Forestry, LL		AP		671.25
5786	02/25/2015	Beery Elsner & Hammond, LLP		AP		2,306.06
5787	02/25/2015	BlackPoint IT Services		AP		549.00
5788	02/25/2015	CIT		AP		219.11
5789	02/25/2015	Darren Pomeroy		AP		171.93
5790	02/25/2015	Don R. Fleck		AP		994.10
5791	02/25/2015	ELAN Corporate Payment Systems		AP		3,074.01
5792	02/25/2015	Hach Company		AP		236.89
5793	02/25/2015	Hattenhauer Energy Co		AP		104.68
5794	02/25/2015	HD Fowler Company		AP		803.82
5795	02/25/2015	Keith's Sporting Goods, Inc.		AP		159.00
5796	02/25/2015	Language Line Services		AP		27.30
5797	02/25/2015	Lexipol LLC		AP		2,475.00
5798	02/25/2015	Long Bros. Bldg Supply		AP		232.11

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
5799	02/25/2015	Lori Coukoulis		AP		800.00
5800	02/25/2015	MACKENZIE		AP		2,762.50
5801	02/25/2015	Marion County Treasury Dept		AP		406.70
5802	02/25/2015	Mid-Willamette Valley		AP		1,501.50
5803	02/25/2015	OACA		AP		175.00
5804	02/25/2015	OAWU		AP		381.30
5805	02/25/2015	Office Depot		AP		474.29
5806	02/25/2015	Oregon Dept of Revenue		AP		2,141.71
5807	02/25/2015	Pacific Office Automation		AP		448.37
5808	02/25/2015	PGE- Portland General Electric		AP		2,573.20
5809	02/25/2015	Silverton Hospital		AP		75.00
5810	02/25/2015	Darian Spitler		AP		31.50
5811	02/25/2015	University of Georgia		AP		419.00
5812	02/25/2015	USA Blue Book		AP		39.55
5813	02/25/2015	Verizon Wireless		AP		147.79
5814	02/25/2015	Walmart Community		AP		39.65
5815	02/25/2015	Waterlab Corporation		AP		287.50
5816	02/25/2015	William Gill		AP		32.39
5817	02/25/2015	Yes Graphics Printing Co.		AP		108.50
Total						\$41,465.34
Total Checks:						69

Bank Reconciliation

Checks By Date



City of
Hubbard, OR

3720 2nd Street
P.O. Box 380
Hubbard, OR 97032

04/01/2015 - 12:23 PM

User: kari kurtz

Cleared and Not Cleared Checks

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
5818	03/16/2015	Aerzen Usa Corp.		AP		292.61
5819	03/16/2015	BlackPoint IT Services		AP		3,893.00
5820	03/16/2015	Dryden Electric, Inc.		AP		115.05
5821	03/16/2015	Robert Estrada		AP		258.00
5822	03/16/2015	Great Western Sweeping, Inc.		AP		1,205.32
5823	03/16/2015	GW Hardware Center		AP		214.98
5824	03/16/2015	Hattenhauer Energy Co		AP		95.38
5825	03/16/2015	Hillside Church		AP		50.00
5826	03/16/2015	Hubbard Chevrolet, Inc.		AP		397.30
5827	03/16/2015	Integra Telecom		AP		631.49
5828	03/16/2015	John Deer Financial		AP		75.98
5829	03/16/2015	Kari Kurtz		AP		571.97
5830	03/16/2015	Language Line Services		AP		33.15
5831	03/16/2015	MACKENZIE		AP		1,339.00
5832	03/16/2015	Marion County Treasury Dept		AP		587.26
5833	03/16/2015	Melinda Olinger		AP		16.88
5834	03/16/2015	Mid-Willamette Valley		AP		1,121.25
5835	03/16/2015	Net Assets		AP		60.00
5836	03/16/2015	NW Natural Gas		AP		355.42
5837	03/16/2015	Office Depot		AP		45.90
5838	03/16/2015	Oregon Dept of Revenue		AP		2,437.58
5839	03/16/2015	OREGON IMPACT		AP		30.00
5840	03/16/2015	Pacific Office Automation		AP		218.60
5841	03/16/2015	PGE- Portland General Electric		AP		9,079.57
5842	03/16/2015	Pitney Bowes Inc		AP		315.24
5843	03/16/2015	PROFECTUS, INC.		AP		396.63
5844	03/16/2015	Republic Services		AP		287.60
5845	03/16/2015	Roth Heating & Cooling		AP		81.00
5846	03/16/2015	Shell Fleet Plus		AP		1,587.07
5847	03/16/2015	SOLENIS. L.L.C.		AP		756.00
5848	03/16/2015	Traffic Safety Supply Co.		AP		272.10
5849	03/16/2015	Universal Blower Pac		AP		240.68
5850	03/16/2015	Valley Pacific Floral		AP		62.95
5851	03/16/2015	Verizon Wireless		AP		381.32
5852	03/16/2015	WASHINGTON FEDERAL		AP		47,863.46
5853	03/16/2015	Waste Connections		AP		53.94
5854	03/16/2015	Willamette Valley Security, In		AP		119.70
5855	03/16/2015	Yes Graphics Printing Co.		AP		143.00
5856	03/26/2015	AKS Engineering & Forestry, LL		AP		8,958.75
5857	03/26/2015	Aramark Uniform Svcs, Inc		AP		453.71
5858	03/26/2015	Beery Elsner & Hammond, LLP		AP		334.05
5859	03/26/2015	BlackPoint IT Services		AP		500.00
5860	03/26/2015	C-More Pipe Services, Inc.		AP		595.00
5861	03/26/2015	Canby Sand & Gravel Co.		AP		221.36
5862	03/26/2015	Chris Anderson		AP		172.50
5863	03/26/2015	CIT		AP		219.11
5864	03/26/2015	ELAN Corporate Payment Systems		AP		2,783.68
5865	03/26/2015	Farm Fab Inc.		AP		45.00
5866	03/26/2015	Thomas Galloway		AP		120.60
5867	03/26/2015	HD Fowler Company		AP		220.80

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
5868	03/26/2015	Juan Hernandez		AP		10.57
5869	03/26/2015	Melinda Olinger		AP		9.74
5870	03/26/2015	NAPA Davison Auto Parts		AP		24.18
5871	03/26/2015	Nursery Connection		AP		152.00
5872	03/26/2015	Office Depot		AP		37.70
5873	03/26/2015	Pacific Office Automation		AP		177.09
5874	03/26/2015	Public Works Supply, Inc		AP		80.57
5875	03/26/2015	Roofrite Services		AP		2,970.00
5876	03/26/2015	Silverton Hospital		AP		231.00
5877	03/26/2015	SOLENIS. L.L.C.		AP		756.00
5878	03/26/2015	Verizon Wireless		AP		147.79
5879	03/26/2015	Walmart Community		AP		338.90
5880	03/26/2015	Waterlab Corporation		AP		365.00
5881	03/26/2015	Yes Graphics Printing Co.		AP		48.00
5882	03/26/2015	Colonial Life & Accident		AP		96.40
Total						\$95,755.88
Total Checks:						65