

MEETING NOTICE FOR THE CITY OF HUBBARD

TUESDAY

JUNE 9, 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 6/2/2015
4:00 p.m.

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

**HUBBARD CITY COUNCIL
MEETING AGENDA
JUNE 9, 2015 – 7:00 PM
LOCATION: CITY HALL
3720 2ND STREET**

1) CALL TO ORDER.

A) Flag Salute.

2) PUBLIC HEARINGS.

A) State Shared Revenue. *(Refer to Resolution No.594-2015 & No. 596-2015 in the Consent Agenda)*

B) Budget for Fiscal year 2015-2016. *(Refer to Resolution No.595-2015 in the Consent Agenda)*

3) UPDATE REGARDING COMPREHENSIVE PLAN – J. Shearer, MWVCOG.

4) REVIEW DRAFT ORDINANCE FOR UTILITY RATE REDUCTION.

5) COMMUNITY REPORTS.

A) Hubbard Parks Improvement Committee.

6) BEE KEEPING – Donald Dreese.

7) 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.)

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

9) STAFF REPORTS.

A) Police Department–Police Chief Dryden.

B) Public Works Department–Public Works Superintendent Jaime Estrada.

C) Administrative Department–Dirctr of Admin/Recorder Vickie Nogle; Sr. Acntng Spcilst Kari Kurtz.

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 May 5, 2015, Budget Committee meeting minutes.

B) Approval of May 12, 2015, City Council meeting minutes.

C) Resolution No. 592-2015. A Resolution adopting a minor supplemental budget and making appropriations for fiscal year 2014-2015.

- D) **Resolution No. 594-2015. A Resolution declaring the City of Hubbard’s election to receive State Revenues pursuant to ORS 221.770.**
- E) **Resolution No. 595-2015. A Resolution adopting the 2015-2016 fiscal year Budget, appropriating funds and levying property taxes for the fiscal year 2015-2016.**
- F) **Resolution 593-2015. A Resolution amending compensation ranges for classified employees and repealing Resolution No. 567-2014.**
- G) **Resolution No. 596-2015. A Resolution certifying that the City of Hubbard provides four or more municipal services in order to be eligible to receive State-Shared Revenues.**
- H) **Approval of the agreement between Mid-Willamette Valley Council of Governments and the City of Hubbard for Land Use Planning Services for July 1, 2015, through June 30, 2016, and authorizing the Director of Administration/City Recorder to sign.**
- I) **Approval to grant a step increase for Utility Worker I Juan Hernandez to step “E” of the Hubbard Salary Schedule, effective July 1, 2015. (Refer to Public Works report)**
- J) **Approval to grant the Oregon Child Development Coalition to reserve Rivenes Park on Friday, August 7, 2015 from 8:00 a.m. to 4:00 p.m. for their annual company picnic. (Refer to Public Works report)**
- K) **Approval to remove Senior Accounting Specialist Kari Kurtz from her probation period and grant a step increase to step C of the current Salary Schedule, effective July 1, 2015. (Refer to Director of Administration/City Recorder report)**
- L) **Approval of correction to exhibit “A” of Resolution No. 591-2015 adopted May 12, 2015, a Resolution amending sewer rates for the City of Hubbard and repealing Resolution No. 565-201. (Refer to Director of Administration/City Recorder report)**

11) APPROVAL OF THE MAY 2015 BANK RECONCILIATION REPORTS.

12) OTHER CITY BUSINESS.

13) ADJOURNMENT. (Next City Council meeting July 14, 2015, at 7:00 PM)

RESOLUTION NO. 594-2015

A RESOLUTION DECLARING THE CITY OF HUBBARD'S ELECTION TO RECEIVE STATE REVENUES PURSUANT TO ORS 221.770.

WHEREAS, ORS 221.760 requires cities to pass a resolution each year stating that they want to receive state revenue sharing funds; and

WHEREAS, two public hearings were held on the receipt and expenditure of state revenue sharing funds for fiscal year 2015-2016, now, therefore,

BE IT RESOLVED, that pursuant to ORS 221.770, the City of Hubbard hereby elects to receive state revenues for fiscal year 2015-2016.

ADOPTED BY THE CITY COUNCIL this 9th day of June, 2015.

APPROVED:

Jim Yonally, Mayor

ATTEST:

Vickie Nogle, MMC
Director of Administration/City Recorder

I certify that a public hearing before the Budget Committee was held on May 5, 2015 and a public hearing before the City Council was held on June 9, 2015, giving citizens opportunity to comment on use of State Revenue Sharing.

Vickie Nogle, MMC
Director of Administration/City Recorder

RESOLUTION NO. 596-2015

A RESOLUTION CERTIFYING THAT THE CITY OF HUBBARD PROVIDES FOUR OR MORE MUNICIPAL SERVICES IN ORDER TO BE ELIGIBLE TO RECEIVE STATE-SHARED REVENUES.

WHEREAS, ORS 221.760 provides the officer for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police protection
- (2) Fire protection
- (3) Street construction, maintenance, and lighting
- (4) Sanitary sewer
- (5) Storm sewers
- (6) Planning, zoning, and subdivision control
- (7) One or more utility services; and;

WHEREAS, City officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now, therefore,

BE IT RESOVED, that the City of Hubbard hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- (1) Police protection
- (2) Street construction, maintenance, and lighting
- (3) Sanitary sewer
- (4) Storm sewers
- (5) Planning, zoning, subdivision control
- (6) Water service

ADOPTED BY THE CITY COUNCIL this 9th day of June 2015.

APPROVED:

Jim Yonally, Mayor

ATTEST:

Vickie Nogle, MMC
Director of Administration/City Recorder

RESOLUTION NO. 595-2015

**A RESOLUTION ADOPTING THE 2015-2016 FISCAL YEAR BUDGET,
APPROPRIATING FUNDS AND LEVYING PROPERTY TAXES FOR THE
FISCAL YEAR 2015-2016.**

WHEREAS, the Budget Committee approved a budget and imposed property taxes for the City of Hubbard for the fiscal year 2015-2016 on May 5, 2015, and

WHEREAS, a public hearing on the budget for fiscal year 2015-2016 was held before the City Council on June 9, 2015, and

WHEREAS, now is the proper time to adopt the budget, make appropriations, declare and categorize the taxes, **NOW, THEREFORE**,

THE CITY OF HUBBARD RESOLVES AS FOLLOWS:

Section 1. That the City Council of the City of Hubbard hereby adopts the budget for fiscal year 2015-2016 in the sum of \$4,826,220 now on file in the office of the City Recorder.

Section 2. That the amounts for the fiscal year beginning July 1, 2015 and for the purposes shown below are hereby appropriated as follows:

General Fund

Admin	\$ 191,264
Court	57,211
Council	7,000
Community Development	71,512
Police	900,526
Parks	145,199
Transfers	9,907
Contingency	<u>72,750</u>
Total	<u><u>\$ 1,455,369</u></u>

Street Fund

Personal Services	\$ 124,158
Materials and Services	91,223

	Transfers	26,846
	Contingency	<u>67,879</u>
	Total	<u>\$ 310,106</u>
Street Construction Fund		
	Materials and Services	\$ 3,900
	Capital Outlay	200,000
	Transfers	2,016
	Contingency	<u>10,442</u>
	Total	<u>\$ 216,358</u>
Reserve Fund		
	Capital Outlay	<u>\$ 170,123</u>
Parks Improvement Fund		
	Capital Outlay	\$ 350,000
	Transfers	1,776
	Contingency	<u>38,306</u>
	Total	<u>\$ 390,082</u>
Sewer Fund		
	Personal Services	\$ 172,093
	Materials and Services	131,956
	Transfers	87,970
	Contingency	<u>150,869</u>
	Total	<u>\$ 542,888</u>

Sewer Construction Fund

Materials and Services	\$ -
Capital Outlay	130,000
Transfers	3,336
Contingency	<u>442,929</u>
Total	<u>\$ 576,265</u>

Sewer Bond Fund

Debt Service	<u>\$ 55,334</u>
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Water Fund

Personal Services	\$ 139,689
Materials and Services	129,493
Transfers	150,458
Contingency	<u>152,567</u>
Total	<u>\$ 572,207</u>

Water Construction Fund

Materials and Services	\$ -
Capital Outlay	34,000
Transfers	3,360
Contingency	<u>404,401</u>
Total	<u>\$ 441,761</u>

Water Bond

Debt Service	<u>\$ 95,727</u>
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Total Appropriations	<u>4,826,220</u>
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Section 3. BE IT FURTHER RESOLVED that the City Council of the City of Hubbard hereby imposes that taxes provided for in the adopted budget at the rate of \$3.9772 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2015-2016 upon the assessed value of all taxable property within the City. The following allocation and categorization, subject to the limits of Section 11b, Article XI of the Oregon Constitution, make up the aggregate levy.

	Subject to the General Government Limitation	Excluded from the Limitation
Permanent Rate Tax	\$3.9772 per \$1,000	-

ADOPTED BY THE CITY COUNCIL this 9th day of June 2015.

APPROVED:

Jim Yonally, Mayor

ATTEST:

Vickie Nogle, MMC
Director of Administration/City Recorder

**City of Hubbard
Approved Budget
Fiscal Year 2015-2016**

City of Hubbard
 Approved Budget
 Summary of Resources and Requirements - All Funds
 FY 2015-2016

2013 Actual	2014 Actual	2015 Adopted	All Funds	2016 Proposed	2016 Approved	2016 Adopted
1,319,793	1,451,583	1,472,422	Beginning Fund Balance	1,647,810	1,647,810	
657,745	661,433	676,000	Property Taxes	705,000	705,000	
155,944	162,971	154,000	Franchise Fees	156,300	156,300	
40,263	26,270	40,110	License and Permits	62,074	62,074	
875,381	881,491	1,028,970	Charges for Services	1,282,691	1,282,691	
255,667	267,124	265,000	Intergovernmental Revenue	264,409	264,409	
11,908	152,872	222,940	Grants	219,024	219,024	
183,615	248,449	248,000	Fines and Fees	246,050	246,050	
908,686	112,831	56,695	Miscellaneous	79,784	79,784	
293,282	303,906	264,367	Transfers from other Funds	283,653	283,653	
4,702,284	4,268,930	4,428,504	Total	4,946,795	4,946,795	
1,348,581	1,353,260	1,387,484	Personal Services	1,393,069	1,393,069	
615,803	642,080	764,498	Materials and Services	772,155	772,155	
945,579	150,213	151,061	Debt Service	151,061	151,061	
47,454	347,698	806,297	Capital Outlay	884,123	884,123	
293,282	303,906	264,367	Transfers	285,669	285,669	
-	-	934,222	Contingency	1,340,143	1,340,143	
-	114,802	120,575	Unappropriated EFB	120,575	120,575	
3,250,699	2,911,959	4,428,504	Total	4,946,795	4,946,795	

City of Hubbard
 Approved Budget
 Resources
 FY2014-2015

2013 Actual	2014 Actual	2015 Adopted	All Funds Resources	2016 Proposed	2016 Approved	2016 Adopted
1,319,793	1,451,583	1,472,422	Beginning Fund Balance	1,647,810	1,647,810	
657,745	661,433	676,000	Property Taxes	705,000	705,000	
155,944	162,971	154,000	Franchise Fees	156,300	156,300	
40,263	26,270	40,110	License and Permits	62,074	62,074	
875,381	881,491	1,028,970	Charges for Services	1,282,691	1,282,691	
255,667	267,124	265,000	Intergovernmental Revenue	264,409	264,409	
11,908	152,872	222,940	Grants	219,024	219,024	
183,615	248,449	248,000	Fines and Fees	246,050	246,050	
908,686	112,831	56,695	Miscellaneous	79,784	79,784	
293,282	303,906	264,367	Transfers from other Funds	283,653	283,653	
4,702,284	4,268,930	4,428,504	Total	4,946,795	4,946,795	

2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
166,118	183,345	117,057	Beginning Fund Balance	71,310	71,310	
657,745	661,433	676,000	Property Taxes	705,000	705,000	
155,944	162,971	154,000	Franchise Fees	156,300	156,300	
38,823	25,675	39,710	License and Permits	61,624	61,624	
66,790	68,096	65,000	Intergovernmental Revenue	63,744	63,744	
11,908	7,021	30,000	Grants	22,000	22,000	
183,615	248,449	248,000	Fines and Fees	246,050	246,050	
37,091	13,286	17,500	Miscellaneous	10,250	10,250	
109,809	68,267	110,015	Transfers from other Funds	119,091	119,091	
1,427,843	1,438,543	1,457,282	Total	1,455,369	1,455,369	

City of Hubbard
 Approved Budget
 Resources
 FY2014-2015

2013 Actual	2014 Actual	2015 Adopted	All Funds Resources	2016 Proposed	2016 Approved	2016 Adopted
<u>Street Fund</u>						
106,809	75,904	109,267	Beginning Fund Balance	85,008	85,008	
1,440	595	400	License and Permits	450	450	
63,699	68,660	73,788	Charges for Services	75,636	75,636	
125,671	146,713	129,500	Intergovernmental Revenue	148,532	148,532	
799	43,922	600	Miscellaneous	480	480	
298,418	335,794	313,555	Total	310,106	310,106	
<u>Street Construction Fund</u>						
132,212	198,964	152,578	Beginning Fund Balance	86,941	86,941	
24,140	7,510	3,396	Charges for Services	41,784	41,784	
48,152	36,678	55,500	Intergovernmental Revenue	37,133	37,133	
-	50,000	50,000	Grants	50,000	50,000	
743	19,749	600	Miscellaneous	500	500	
205,247	312,901	262,074	Total	216,358	216,358	
<u>Reserve Fund</u>						
112,572	66,332	107,848	Beginning Fund Balance	130,286	130,286	
178	-	-	Miscellaneous	150	150	
-	45,916	62,029	Transfers from other Funds	39,687	39,687	
112,750	112,248	169,877	Total	170,123	170,123	
<u>Park Improvement Fund</u>						
206,117	222,622	166,646	Beginning Fund Balance	181,914	181,914	
22,996	6,680	3,597	Charges for Services	44,244	44,244	
15,054	15,637	15,000	Intergovernmental Revenue	15,000	15,000	
-	95,851	142,940	Grants	147,024	147,024	
1,076	3,181	1,400	Miscellaneous	1,900	1,900	
245,243	343,971	329,583	Total	390,082	390,082	

City of Hubbard
 Approved Budget
 Resources
 FY2014-2015

2013 Actual	2014 Actual	2015 Adopted	All Funds Resources	2016 Proposed	2016 Approved	2016 Adopted
<u>Sewer Fund</u>						
113,130	122,129	79,286	Beginning Fund Balance	125,153	125,153	
373,339	364,070	361,680	Charges for Services	417,535	417,535	
335	320	250	Miscellaneous	200	200	
486,804	486,519	441,216	Total	542,888	542,888	
<u>Sewer Construction Fund</u>						
117,455	161,409	220,792	Beginning Fund Balance	377,617	377,617	
43,447	59,554	151,121	Charges for Services	198,648	198,648	
-	-	-	Transfers from other Funds	-	-	
507	333	500	Miscellaneous	-	-	
161,409	221,296	372,413	Total	576,265	576,265	
<u>Sewer Bond Fund</u>						
38,320	40,078	64,161	Beginning Fund Balance	64,161	64,161	
173		200	Miscellaneous	100	100	
57,473	78,569	29,048	Transfers from other Funds	29,148	29,148	
95,966	118,647	93,409	Total	93,409	93,409	
<u>Water Fund</u>						
64,111	35,784	83,046	Beginning Fund Balance	142,715	142,715	
347,760	375,017	383,500	Charges for Services	397,792	397,792	
22,027	19,992	32,050	Miscellaneous	31,700	31,700	
433,898	430,793	498,596	Total	572,207	572,207	

City of Hubbard
 Approved Budget
 Resources
 FY2014-2015

2013 Actual	2014 Actual	2015 Adopted	All Funds Resources	2016 Proposed	2016 Approved	2016 Adopted
<u>Water Construction Fund</u>						
225,027	245,641	256,939	Beginning Fund Balance	300,205	300,205	300,205
		51,888	Charges for Services	107,052	107,052	107,052
20,615	12,048	3,445	Miscellaneous	34,504	34,504	34,504
-		-	Transfers from other Funds	-	-	-
<u>245,642</u>	<u>257,689</u>	<u>312,272</u>	<u>Total</u>	<u>441,761</u>	<u>441,761</u>	<u>441,761</u>
<u>Water Bond Fund</u>						
37,922	99,375	114,802	Beginning Fund Balance	82,500	82,500	82,500
825,143		150	Miscellaneous	-	-	-
126,000	111,154	63,275	Transfers from other Funds	95,727	95,727	95,727
<u>989,065</u>	<u>210,529</u>	<u>178,227</u>	<u>Total</u>	<u>178,227</u>	<u>178,227</u>	<u>178,227</u>
4,702,284	4,268,930	4,428,504		4,946,795	4,946,795	4,946,795

City of Hubbard
 Approved Budget
 Requirements
 FY 2015-2016

2013 Actual	2014 Actual	2015 Adopted	All Funds Requirements	2016 Proposed	2016 Approved	2016 Adopted
1,348,581	1,353,260	1,387,484	Personal Services	1,393,069	1,393,069	1,393,069
615,803	642,080	764,498	Materials and Services	772,155	772,155	772,155
945,579	150,213	151,061	Debt Service	151,061	151,061	151,061
47,454	347,698	806,297	Capital Outlay	884,123	884,123	884,123
293,282	303,906	264,367	Transfers	285,669	285,669	285,669
0	0	934,222	Contingency	1,340,143	1,340,143	1,340,143
0	114,802	120,575	Unappropriated EFB	120,575	120,575	120,575
3,250,699	2,911,959	4,428,504	Total	4,946,795	4,946,795	4,946,795

2013 Actual	2014 Actual	2015 Adopted	2016 Proposed	2016 Approved	2016 Adopted
<u>General Fund</u>					
913,050	941,877	942,507	957,129	957,129	957,129
331,448	340,427	424,645	415,583	415,583	415,583
-	6,500	-	-	-	-
-	32,681	40,294	9,907	9,907	9,907
-	-	49,836	72,750	72,750	72,750
1,244,498	1,321,485	1,457,282	1,455,369	1,455,369	1,455,369
<u>Street Fund</u>					
129,429	124,531	131,278	124,158	124,158	-
74,321	77,968	90,430	91,223	91,223	-
18,762	24,028	26,038	26,846	26,846	-
-	-	65,809	67,879	67,879	-
222,513	226,527	313,555	310,106	310,106	-

City of Hubbard
 Approved Budget
 Requirements
 FY 2015-2016

2013 Actual	2014 Actual	2015 Adopted	All Funds Requirements	2016 Proposed	2016 Approved	2016 Adopted
<u>Street Construction Fund</u>						
6,194	350	3,900	Materials and Services	3,900	3,900	-
90	159,973	207,420	Capital Outlay	200,000	200,000	-
-	-	-	Transfers	2,016	2,016	-
-	-	50,754	Contingency	10,442	10,442	-
6,284	160,323	262,074	Total	216,358	216,358	-
<u>Reserve Fund</u>						
46,419	5,050	169,877	Capital Outlay	170,123	170,123	-
46,419	5,050	169,877	Total	170,123	170,123	-
<u>Park Improvement Fund</u>						
21,677	882	-	Materials and Services	-	-	-
945	176,175	290,000	Capital Outlay	350,000	350,000	-
-	268	144	Transfers	1,776	1,776	-
-	-	39,439	Contingency	38,306	38,306	-
22,622	177,325	329,583	Total	390,082	390,082	-
<u>Sewer Fund</u>						
171,246	163,005	177,080	Personal Services	172,093	172,093	-
88,085	114,639	116,230	Materials and Services	131,956	131,956	-
105,345	129,589	81,664	Transfers	87,970	87,970	-
-	-	66,242	Contingency	150,869	150,869	-
364,675	407,233	441,216	Total	542,888	542,888	-

City of Hubbard
 Approved Budget
 Requirements
 FY 2015-2016

2013 Actual	2014 Actual	2015 Adopted	All Funds Requirements	2016 Proposed	2016 Approved	2016 Adopted
			<u>Sewer Construction Fund</u>			
			Materials and Services			
-		130,000	Capital Outlay	130,000	130,000	-
-	504	271	Transfers	3,336	3,336	-
-		242,142	Contingency	442,929	442,929	-
-		-	Unappropriated EFB	-	-	-
-	504	372,413	Total	576,265	576,265	-
			<u>Sewer Bond Fund</u>			
55,889	54,486	55,334	Debt Service	55,334	55,334	-
-		38,075	Unappropriated EFB	38,075	38,075	-
55,889	54,486	93,409	Total	93,409	93,409	-

City of Hubbard
 Approved Budget
 Requirements
 FY 2015-2016

2013 Actual	2014 Actual	2015 Adopted	All Funds Requirements	2016 Proposed	2016 Approved	2016 Adopted
<u>Water Fund</u>						
134,856	123,847	136,619	Personal Services	139,689	139,689	-
94,078	107,814	129,293	Materials and Services	129,493	129,493	-
169,175	116,086	115,410	Transfers	150,458	150,458	-
-	-	117,274	Contingency	152,567	152,567	-
398,109	347,747	498,596	Total	572,207	572,207	-
<u>Water Construction Fund</u>						
-	-	-	Materials and Services	-	-	-
-	-	9,000	Capital Outlay	34,000	34,000	-
-	750	546	Transfers	3,360	3,360	-
-	-	302,726	Contingency	404,401	404,401	-
-	750	312,272	Total	441,761	441,761	-
<u>Water Bond Fund</u>						
889,690	95,727	95,727	Debt Service	95,727	95,727	-
-	114,802	82,500	Unappropriated EFB	82,500	82,500	-
889,690	210,529	178,227	Total	178,227	178,227	-

GENERAL FUND

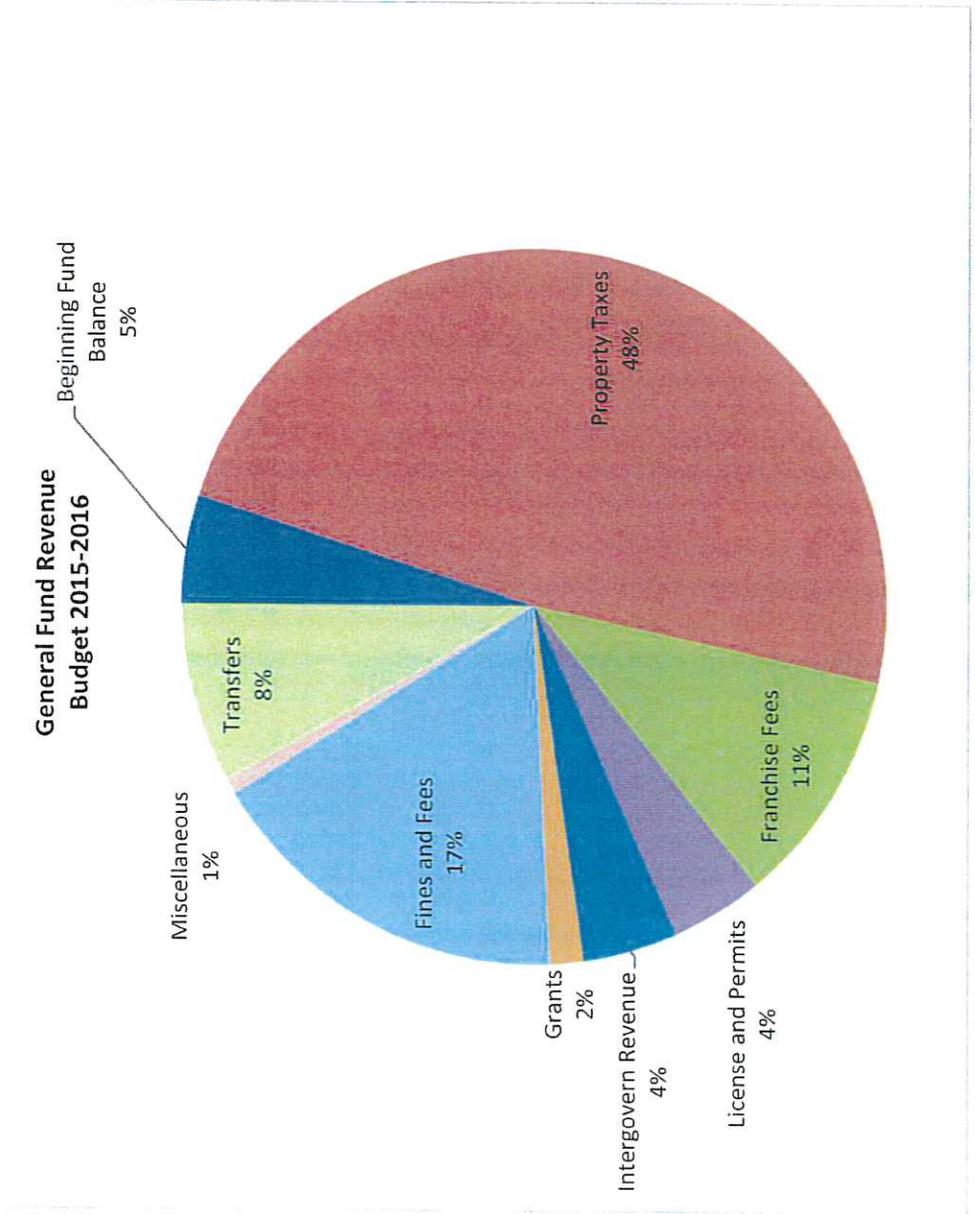
Overview

The general fund is the core of the city revenue and expenses that includes the administration, court, council, community development, police, and park departments.

General Fund

- *Revenue*

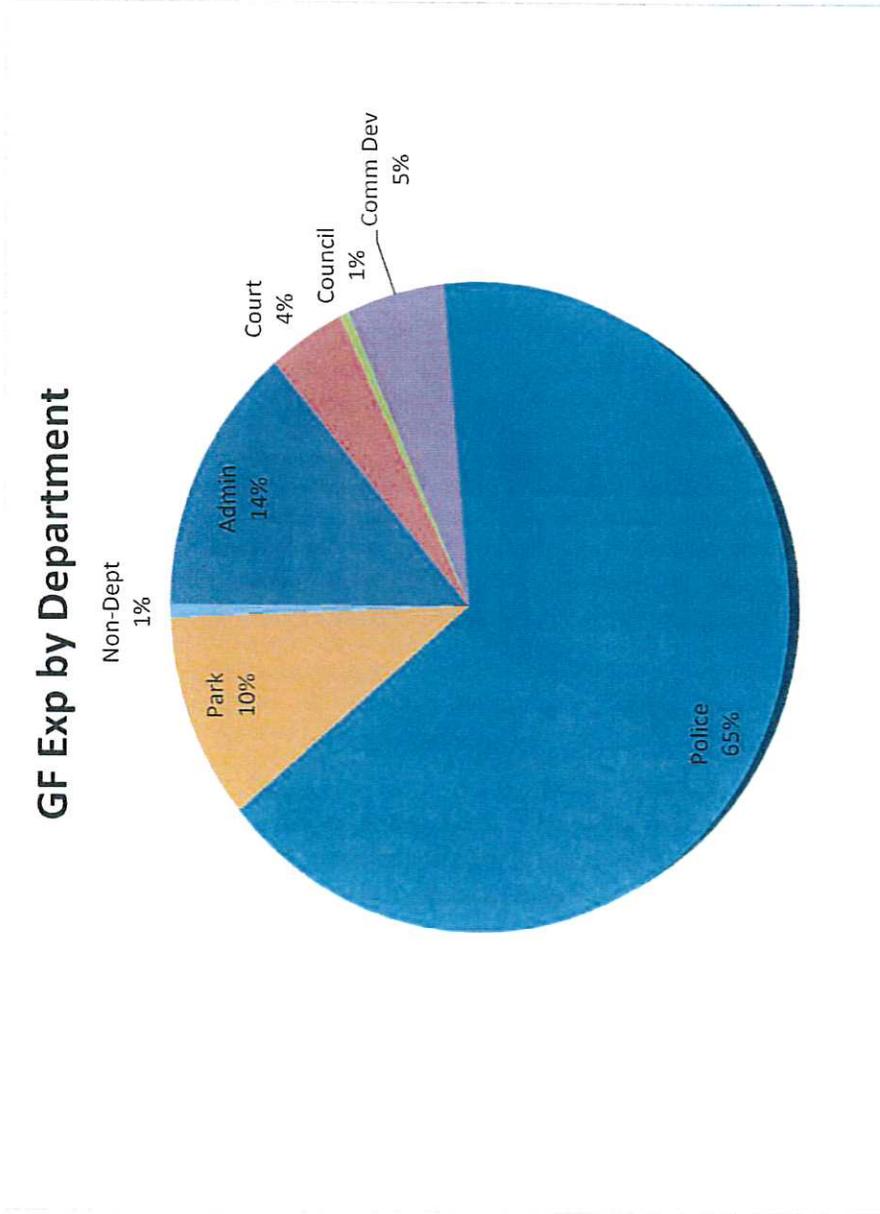
Overall, revenue in the General Fund has shown a modest increase. The increase can be attributed to the General Service Fee of \$10 that was started in Jan of 2013. The estimated revenue that the General Service Fee will bring into the city will be almost \$130,000 in the 2014-15 fiscal year and the 15-16 fiscal year.



2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
REVENUE						
166,118	183,345	117,057	Beginning Fund Balance	71,310	71,310	
657,745	661,433	676,000	Property Taxes	705,000	705,000	
155,944	162,971	154,000	Franchise Fees	156,300	156,300	
38,823	25,675	39,710	License and Permits	61,624	61,624	
66,790	68,096	65,000	Intergovernmental Revenue	63,744	63,744	
11,908	7,021	30,000	Grants	22,000	22,000	
183,615	248,449	248,000	Fines and Fees	246,050	246,050	
37,091	13,286	17,500	Miscellaneous Revenue	10,250	10,250	
109,809	68,267	110,015	Transfers	119,091	119,091	
1,427,843	1,438,542	1,457,282	TOTAL REVENUES	1,455,369	1,455,369	

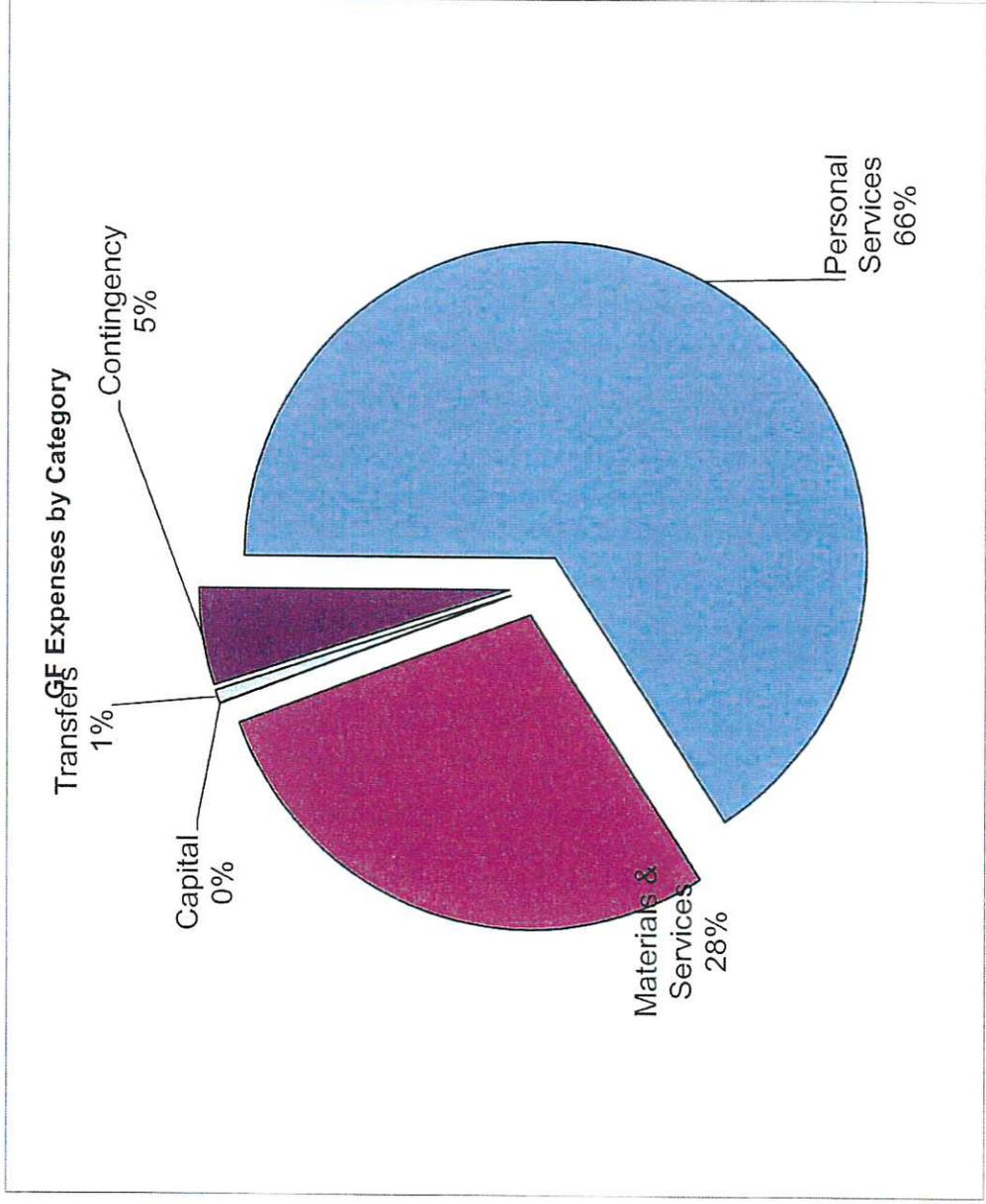
- Expenses

Each year the salary and benefit appropriations are reviewed based on actual working hours by all employees. These changes come from the Administration department employees and Public Works employees and their daily working routines. Materials and services stayed static with 2014– 15.



- *Ending Fund Balance & Contingency*

Department heads have met and discussed the contingency amounts for the General Fund. A survey of communities outside the City of Hubbard based both on location and population size, with the result showed that many small communities have a lower contingency amount in the range of \$75,000-\$85,000 each year. For the 2015-16 budget year, the City of Hubbard is showing a contingency amount of almost \$73,000.



2015-16
Expenses

2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
Summary						
913,050	941,877	942,507	Personal Services	957,129	957,129	
331,448	340,427	424,645	Materials and Services	415,583	415,583	
0	6,500	0	Capital	0	0	
0	32,681	40,294	Transfers	9,907	9,907	
0	0	49,836	Contingency	72,750	72,750	
1,244,498	1,321,485	1,457,282		1,455,369	1,455,369	

2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
Admin Expenses						
113,156	104,243	113,372	Personal Services Total	111,538	111,538	
72,756	62,956	98,636	Materials & Services Total	79,726	79,726	
0	0	0	Capital Outlay Total	0	0	
185,912	167,199	212,008		191,264	191,264	

Court Expenses						
39,489	35,721	40,509	Personal Services Total	41,029	41,029	
9,216	8,568	14,308	Materials & Services Total	16,182	16,182	
0	0	0	Capital Outlay Total	0	0	
48,705	44,289	54,817		57,211	57,211	

Council Expenses						
5,466	4,284	7,000	Materials & Services Total	7,000	7,000	
0	0	0	Capital Outlay Total	0	0	
5,466	4,284	7,000		7,000	7,000	

2015-16
Expenses

2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
			Comm. Dev. Expenses			
18,835	20,242	21,087	Personal Services Total	21,063	21,063	
39,348	26,865	45,749	Materials & Services Total	50,449	50,449	
0	0	0	Capital Outlay Total	0	0	
58,183	47,107	66,836		71,512	71,512	
			Police Expenses			
664,074	677,625	659,418	Personal Services Total	668,426	668,426	
183,475	203,683	226,152	Materials & Services Total	232,100	232,100	
0	6,500	0	Capital Outlay Total	0	0	
847,548	887,808	885,570		900,526	900,526	
			Park Expenses			
77,496	104,046	108,121	Personal Services Total	115,073	115,073	
21,188	34,071	32,800	Materials & Services Total	30,126	30,126	
0	0	0	Capital Outlay Total			
98,684	138,117	140,921		145,199	145,199	
			Transfers			
0	32,681	40,294	Transfers Total	9,907	9,907	
0	32,681	40,294		9,907	9,907	
			CONTINGENCY			
0	0	49,836	Contingency Total	72,750	72,750	
0	0	49,836		72,750	72,750	

2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
Resources						
657,744.83	632,796.83	651,000	Property Taxes	680,000	680,000	680,000
-	28,635.73	25,000	Debt/Prop Taxes	25,000	25,000	25,000
657,744.83	661,432.56	676,000	Property Taxes	705,000	705,000	705,000
104.74	32.69	-	FF-Pref L D			
91,122.14	94,896.07	95,000	FF-PGE	97,000	97,000	97,000
7,166.07	5,347.93	7,500	FF-Qwest	4,600	4,600	4,600
23,804.19	26,803.67	20,000	FF-NW Natural	20,000	20,000	20,000
12,888.78	13,566.55	12,500	FF-Cable TV	13,000	13,000	13,000
20,607.49	21,823.01	18,500	FF-Allied Waste	21,000	21,000	21,000
250.35	501.05	500	FF-Gervais Telephone	700	700	700
155,943.76	162,970.97	154,000	Franchise Fees	156,300	156,300	156,300
1,100.00	1,260.00	1,300	Fingerprints	1,300	1,300	1,300
2,420.00	2,190.00	2,000	Lien Search	3,000	3,000	3,000
71.80		6,700	School Excise Revenue	544	544	544
4,495.00	4,925.00	4,500	Business Reistration	4,600	4,600	4,600
-	210.00	210	Business OLCC Fee	180	180	180
6,824.59	11,023.51	15,000	Land Use Fees	26,000	26,000	26,000
23,911.51	6,066.10	10,000	Building Permits	26,000	26,000	26,000
38,822.90	25,674.61	39,710	License and Permits	61,624	61,624	61,624
15,053.95	15,636.66	15,000	Revenue Sharing	15,000	15,000	15,000
4,522.98	4,343.60	4,500	CIG Tax	3,744	3,744	3,744
39,453.02	48,115.29	45,500	OLCC Tax	45,000	45,000	45,000
7,760.21	-	-	911 Tax			
66,790.16	68,095.55	65,000	Intergovernmental Revenue	63,744	63,744	63,744
-	-	8,000	Feasibility Study (City Hall) Grant			
3,837.00	-	-	SRO Contract			
-	-	-	Acts Oregon			
1,600.00	-	-	Homeland Security Grant			
-	-	-	Cert Grant and Donations			
1,458.00	-	5,000	Three Flag Grant	5,000	5,000	5,000
-	1,225.00	5,000	ODOT speed Grant	5,000	5,000	5,000
1,040.00	-	5,000	ODOT Grant Duii	5,000	5,000	5,000
-	1,796.48	2,000	BYP Reimb Grant	2,000	2,000	2,000
3,973.00	4,000.00	5,000	Ped. Enf. Grant	5,000	5,000	5,000
11,908.00	7,021.48	30,000	Grants	22,000	22,000	22,000

2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
95,180.12	75,575.93	70,000	Municipal Court	70,000	70,000	70,000
34,008.51	26,251.73	24,000	Marion County Court	23,000	23,000	23,000
29,453.94	124,212.95	132,600	General Service Fee	130,000	130,000	130,000
2,418.60	3,615.16	1,900	Collections Interest	2,100	2,100	2,100
2,566.21	1,098.19	1,000	Temp Offense Surcharge	450	450	450
16,500.00	14,850.00	15,000	Vehicle Impound	17,000	17,000	17,000
860.00	740.00	800	Police Reports	800	800	800
2,628.00	2,105.00	2,700	PD Training Rev	2,700	2,700	2,700
183,615.38	248,448.95	248,000	Fines and Fees	246,050	246,050	246,050
17,669.83	2,883.99	10,000	Miscellaneous Revenue Admin	1,100	1,100	1,100
3,556.28	4,884.55	1,500	Interest Income	5,400	5,400	5,400
1,475.30	-	-	Sale Of Surp Prop	1,200	1,200	1,200
7,189.06	5,366.50	1,000	Miscellaneous Revenue Police	2,100	2,100	2,100
7,200.64	150.89	5,000	K9 Program Revenues	450	450	450
37,091.11	13,285.93	17,500	Miscellaneous Revenue	10,250	10,250	10,250
17,087.00	21,250	21,250	Transfer in -Water FFees	19,890	19,890	19,890
18,850.00	18,500.00	20,750	Transfer in Sewer FFees	20,877	20,877	20,877
-	1,522.00	961	Transfer in- SDC Admin	8,472	8,472	8,472
73,872.00	48,245.00	67,054	Trans in - OPOH	69,852	69,852	69,852
109,809.00	68,267.00	110,015	Transfers	119,091	119,091	119,091
166,118.00	183,345.00	117,057	Beginning Fund Balance	71,310	71,310	71,310
1,427,843.14	1,438,542.06	1,457,282	Total Resources	1,455,369	1,455,369	1,455,369

2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
			Requirements			
			Administration			
			Personal Services			
			SALARIES AND WAGES		70,535	70,535
			City Recorder			
			Finance Director			
			Administrative Assistant			
			EMPLOYEE BENEFITS		41,003	41,003
			EB-Medical & Dental			
			EB-Insurance (life & disab)			
			EB-Employer Taxes			
			EB-PERS			
			EB-Workers Comp			
			Total Personal Services	111,538	111,538	111,538
			Materials and Services			
			PROFESSIONAL SERVICES		41,019	41,019
			CONTRACTED SUPPORT		200	200
			OPERATIONAL SUPPLIES		375	375
			Feasibility Study (City Hall) Grant		-	-
			BUILDING MAINT & SUPPLIES		3,100	3,100
			RENTALS AND LEASES		2,562	2,562
			INSURANCE		2,605	2,605
			ADVERTISING & RECRUITMENT		2,000	2,000
			TRAINING & MEMBERSHIPS		11,765	11,765
			OFFICE SUPPLIES & MISC EXPENSE		7,650	7,650
			EQUIP MAINT & SUPPLIES		2,600	2,600
			UNIFORMS		200	200
			UTILITIES		5,650	5,650
			Total Materials and Service	79,726	79,726	79,726
			Total Admin	191,264	191,264	191,264

2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
Court						
Personal Services						
-	22,284		SALARIES AND WAGES	24,707	24,707	
3,886.56	3,978.55	-	City Recorder			
3,005.94	2,557.74	-	Finance Director			
14,288.76	13,052.71	-	Administrative Assistant			
633.50	834.41	1,000	Interpreter			
370.00		750	Bailiff			
-	16,475	16,475	EMPLOYEE BENEFITS	16,322	16,322	
10,224.06	8,887.20	-	EB-Medical & Dental			
82.66	70.98	-	EB-Insurance (life & disab)			
1,786.08	1,578.37	-	EB-Employer Taxes			
4,447.73	3,846.76	-	EB-PERS			
763.90	914.52	-	EB-Workers Comp			
39,489.19	35,721.24	40,509	Total Personal Services	41,029	41,029	
Materials and Services						
5,946.17	5,012.41	8,158	PROFESSIONAL SERVICES	10,008	10,008	
-	50	50	OPERATIONAL SUPPLIES	50	50	
266.65	342.26	690	BUILDING MAINT & SUPPLIES	500	500	
555.68	359.03	520	RENTALS AND LEASES	520	520	
295.17	333.85	390	INSURANCE	754	754	
-	18.65	100	ADVERTISING & RECRUITMENT	100	100	
50.00	474.01	1,000	TRAINING & MEMBERSHIPS	1,100	1,100	
438.09	408.64	900	OFFICE SUPPLIES & MISC EXPENSE	1,050	1,050	
-	550	550	EQUIP MAINT & SUPPLIES	200	200	
1,664.27	1,619.33	1,950	UTILITIES	1,900	1,900	
9,216.03	8,568.18	14,308	Total Material and Services	16,182	16,182	
48,705.22	44,289.42	54,817	Total Court	57,211	57,211	

2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
Council						
Materials and Services						
1,160.00	1,877.94	3,000		3,000	3,000	3,000
4,215.00	2,302.94	3,000		3,000	3,000	3,000
91.00	103.00	1,000		1,000	1,000	1,000
5,466.00	4,283.88	7,000		7,000	7,000	7,000
5,466.00	4,283.88	7,000	Total Council	7,000	7,000	7,000
Community Development						
Personal Services						
-	9,946.41	12,744		13,156	13,156	13,156
9,716.41	9,946.41	-	SALARIES AND WAGES	13,156	13,156	13,156
2,505.02	2,131.48	-	City Recorder			
-	-	8,343	Finance Director			
3,738.38	4,064.07	-	EMPLOYEE BENEFITS	7,907	7,907	7,907
33.44	42.80	-	EB-Medical & Dental			
723.94	939.99	-	EB-Insurance (life & disab)			
1,922.38	2,592.67	-	EB-Employer Taxes			
195.08	524.24	-	EB-PERS			
18,834.65	20,241.66	21,087	EB-Workers Comp	21,063	21,063	21,063
			Total Personal Services	21,063	21,063	21,063
Material Services						
7,370.67	10,707.72	16,200		18,000	18,000	18,000
31,929.44	16,034.54	27,500	PROFESSIONAL SERVICES	30,400	30,400	30,400
-	17.10	-	INTERGOVERNMENTAL SERVICES			
-	50.00	2,049	BUILDING MAINT & SUPPLIES	-	-	-
48.00	56.00	-	TRAINING & MEMBERSHIPS	2,049	2,049	2,049
39,348.11	26,865.36	45,749	UTILITIES	-	-	-
58,182.76	47,107.02	66,836	Total Materials and Services	50,449	50,449	50,449
			Total Community Development	71,512	71,512	71,512

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2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
			Police			
			Personal Services			
			SALARIES AND WAGES		404,132	404,132
-		397,450	City Recorder			
1,295.56	1,326.21	-	Finance Director			
1,001.98	852.57	-	Chief Of Police			
69,218.70	70,469.50	-	Administrative Assistant			
40,560.00	41,376.00	-	Police Officers			
258,145.97	272,834.11	-	Reserve Officers			
5,144.50	6,588.49	-	Overtime Holiday			
11,602.94	6,828.50	-	Overtime			
9,017.02	5,723.86	-	Overtime			
(129.77)			EMPLOYEE BENEFITS			
-		261,968	EB-Medical & Dental	264,294	264,294	
155,610.54	150,334.95	-	EB-Insurance (life & disab)			
1,384.37	1,455.11	-	EB-Employer Taxes			
28,987.20	31,430.35	-	EB-PERS			
70,207.34	72,219.17	-	EB-Workers Comp			
12,027.49	15,186.45	-	Total Personal Services	668,426	668,426	
664,073.84	677,625.27	659,418				
			Material and Services			
4,794.01	8,937.94	9,710	PROFESSIONAL SERVICES	13,450	13,450	
3,982.61	3,005.33	5,670	CONTRACTED SUPPORT	5,670	5,670	
9,835.25	11,655.98	9,750	OPERATIONAL SUPPLIES	6,750	6,750	
59,484.07	62,898.70	64,120	INTERGOVERNMENTAL SERVICES	86,050	86,050	
9,646.32	6,447.51	17,000	PROGRAM & GRANT EXPENSES	15,000	15,000	
7,760.21		-	911 Tax - Program Expense	-	-	
3,431.62	4,812.84	3,190	BUILDING MAINT & SUPPLIES	2,190	2,190	
1,761.14	1,685.88	2,640	RENTALS AND LEASES	2,640	2,640	
9,151.05	13,688.18	15,722	INSURANCE	16,000	16,000	
(30.00)	190.09	1,000	ADVERTISING & RECRUITMENT	1,000	1,000	
10,102.90	17,509.76	18,600	TRAINING & MEMBERSHIPS	13,600	13,600	
5,771.69	3,932.85	5,250	OFFICE SUPPLIES & MISC EXPENSE	7,250	7,250	
41,547.23	53,176.53	57,200	EQUIP MAINT & SUPPLIES	46,200	46,200	
5,795.57	4,701.76	5,000	UNIFORMS	5,000	5,000	
10,440.98	11,039.29	11,300	UTILITIES	11,300	11,300	
183,474.65	203,682.64	226,152	Total Materials and Services	232,100	232,100	
			CAPITAL OUTLAY			
-	6,500.00	-	Total Police	900,526	900,526	
847,548.49	887,807.91	885,570				

2013 Actual	2014 Actual	2015 Adopted	General Fund	2016 Proposed	2016 Approved	2016 Adopted
Parks						
Personal Services						
-	-	59,263	SALARIES AND WAGES	63,324	63,324	63,324
1,295.56	1,326.21	-	City Recorder			
1,001.98	852.57	-	Finance Director			
8,609.46	12,255.36	-	Public Works Super			
4,142.91	10,447.51	-	Administrative Assistant			
17,631.06	18,398.08	-	Utility Worker 1			
8,278.64	12,717.04	-	PW Maintenance PT			
-	-	48,858	EMPLOYEE BENEFITS	51,749	51,749	51,749
21,834.28	29,063.57	-	EB-Medical & Dental			
179.08	224.60	-	EB-Insurance (life & disab)			
3,652.68	4,323.96	-	EB-Employer Taxes			
9,402.20	12,068.50	-	EB-PERS			
1,468.26	2,368.48	-	EB-Workers Comp			
77,496.11	104,045.88	108,121	Total Personal Services	115,073	115,073	
Material and Services						
1,296.87	2,245.21	3,600	PROFESSIONAL SERVICES	2,600	2,600	2,600
33.07	17.26	100	CONTRACTED SUPPORT	100	100	100
4,957.97	13,093.26	8,000	OPERATIONAL SUPPLIES	7,000	7,000	7,000
3,288.88	2,954.26	3,900	BUILDING MAINT & SUPPLIES	3,400	3,400	3,400
751.15	249.89	700	RENTALS AND LEASES	700	700	700
2,656.76	2,337.01	2,800	INSURANCE	3,426	3,426	3,426
-	12.43	100	ADVERTISING & RECRUITMENT	100	100	100
709.97	1,065.07	1,100	TRAINING & MEMBERSHIPS	1,200	1,200	1,200
448.43	388.47	700	OFFICE SUPPLIES & MISC EXPENSE	800	800	800
3,565.28	8,103.35	7,300	EQUIP MAINT & SUPPLIES	6,300	6,300	6,300
94.36	142.35	400	UNIFORMS	100	100	100
3,384.92	3,462.06	4,100	UTILITIES	4,400	4,400	4,400
21,187.66	34,070.62	32,800	Total Material and Services	30,126	30,126	
98,683.77	138,116.50	140,921	Total Parks	145,199	145,199	
Non-Departmental						
Transfers						
-	32,681.00	40,294	Trans To Reserve	9,907	9,907	9,907
CONTINGENCY						
-	49,836	49,836		72,750	72,750	72,750
1,244,497.89	1,321,485.17	1,457,282	Total General Fund Requirements	1,455,369	1,455,369	1,455,369
183,345.25	117,056.89					

STREET OPERATIONS FUND

Overview

The street fund relies mainly on gas tax and a transportation utility fee that is found on the bi-monthly utility bill for Hubbard residents.

Street Fund

- *Revenue*
The 2015-2016 Budget contains an 80/20 split for ODOT State Shared Revenue (gas tax) between the Street Fund and Street Construction Fund.
- *Ending Fund Balance & Contingency*
Although there is no real requirement/or suggested level for a contingency level in a street fund, keeping up this contingency will be essential to future beginning balances and operating during a new fiscal year before tax revenue is received. The ending fund balance for the Street Fund is projected to be \$67,879 for 2015-2016.

Street Construction Fund

- *Highlights*
The Special City Allotment Industrial Avenue Improvement Project was completed in 2013-2014. Per the City's Pavement Management Program, maintenance was completed on various streets in 2014-2015. The 2015-2016 budget includes the 2015 Special City Allotment "G" Street Construction Project.
- *Ending Fund Balance & Contingency*
Ending Fund Balance and Contingency are dependent on the start and completion of street construction projects.

2013 Actual	2014 Actual	2015 Adopted	Street Fund Summary	2016 Proposed	2016 Approved	2016 Adopted
106,809	75,904	109,267	Beginning Fund Balance	85,008	85,008	
1,440	595	400	License and Permits	450	450	
63,699	68,660	73,788	Charges for Services	75,636	75,636	
125,671	146,713	129,500	Intergovernmental Revenue	148,532	148,532	
799	43,922	600	Miscellaneous	480	480	
298,418	335,794	313,555	Total	310,106	310,106	
129,429	124,531	131,278	Personal Services	124,158	124,158	-
74,321	77,968	90,430	Materials and Services	91,223	91,223	-
18,762	24,028	26,038	Transfers	26,846	26,846	-
-	-	65,809	Contingency	67,879	67,879	-
222,513	226,527	313,555	Total	310,106	310,106	-

2013 Actual	2014 Actual	2015 Adopted	Street Fund	2016 Proposed	2016 Approved	2016 Adopted
125,671.09	146,713.19	129,500	Gas Tax	148,532	148,532	
63,698.57	68,659.66	73,788	Transportation Utility	75,636	75,636	
1,440.00	595.00	400	Row Permits	450	450	
736.01	43.46	500	Interest Income	280	280	
63.47	43,878.71	100	Miscellaneous Revenue	200	200	
799.48	43,922.17	600	Miscellaneous Revenue	480	480	
106,809.00	75,904.00	109,267	Beginning Fund Balance	85,008	85,008	
298,418.14	335,794.02	313,555	Total Resources	310,106	310,106	

2013 Actual	2014 Actual	2015 Adopted	Street Fund	2016 Proposed	2016 Approved	2016 Adopted
			Requirements			
			Personal Services			
		73,210	SALARIES AND WAGES	70,392	70,392	
3,238.80	3,315.48	-	City Recorder			
7,514.87	6,394.37	-	Finance Director			
19,205.70	12,255.27	-	Public Works Super			
15,708.58	14,176.87	-	Administrative Assistant			
17,631.16	17,409.83	-	Utility Worker 1			
8,473.70	14,533.76	-	PW Maintenance PT			
-		58,068	EMPLOYEE BENEFITS	53,766	53,766	
33,890.85	33,900.01	-	EB-Medical & Dental			
283.17	264.47	-	EB-Insurance (life & disab)			
5,869.99	5,280.77	-	EB-Employer Taxes			
15,065.95	14,049.12	-	EB-PERS			
2,546.37	2,951.28	-	EB-Workers Comp			
129,429.14	124,531.23	131,278	Total Personal Services	124,158	124,158	

2013 Actual	2014 Actual	2015 Adopted	Street Fund	2016 Proposed	2016 Approved	2016 Adopted
			Materials and Services			
4,122.01	8,938.41	11,100	PROFESSIONAL SERVICES	10,600	10,600	10,600
13,021.56	12,040.17	13,000	CONTRACTED SUPPORT	13,200	13,200	13,200
80.27	226.82	200	OPERATIONAL SUPPLIES	100	100	100
16,349.46	14,380.74	15,000	PROGRAM & GRANT EXPENSES	15,000	15,000	15,000
640.44	646.38	1,500	BUILDING MAINT & SUPPLIES	1,100	1,100	1,100
330.28	206.26	800	RENTALS AND LEASES	800	800	800
2,066.37	1,669.29	2,000	INSURANCE	2,723	2,723	2,723
-	49.72	100	ADVERTISING & RECRUITMENT	100	100	100
669.66	583.36	1,000	TRAINING & MEMBERSHIPS	1,300	1,300	1,300
1,067.20	1,020.59	2,230	OFFICE SUPPLIES & MISC EXPENSE	2,200	2,200	2,200
2,808.96	4,506.66	7,000	EQUIP MAINT & SUPPLIES	6,700	6,700	6,700
200.51	192.24	300	UNIFORMS	300	300	300
32,964.68	33,507.13	36,200	UTILITIES	37,100	37,100	37,100
74,321.40	77,967.77	90,430	Total Materials and Service	91,223	91,223	91,223
			Transfers Out			
-	3,371.00	6,939	Trans To Reserve Fund	7,820	7,820	7,820
18,762.00	20,657.00	19,099	Operational Overhead	19,026	19,026	19,026
18,762.00	24,028.00	26,038	Total Transfers Out	26,846	26,846	26,846
			CONTINGENCY			
		65,809		67,879	67,879	67,879
222,512.54	226,527.00	313,555	Total Requirements	310,106	310,106	310,106
75,905.60	109,267.02					

2013 Actual	2014 Actual	2015 Adopted	Street Construction Fund Summary	2016 Proposed	2016 Approved	2016 Adopted
132,212	198,964	152,578	Beginning Fund Balance	86,941	86,941	
24,140	7,510	3,396	Charges for Services	41,784	41,784	
48,152	36,678	55,500	Intergovernmental Revenue	37,133	37,133	
-	50,000	50,000	Grants	50,000	50,000	
743	19,749	600	Miscellaneous	500	500	
205,247	312,901	262,074	Total	216,358	216,358	
6,194	350	3,900	Materials and Services	3,900	3,900	
90	159,973	207,420	Capital Outlay	200,000	200,000	
-	-	-	Transfers	2,016	2,016	
-	-	50,754	Contingency	10,442	10,442	
6,284	160,323	262,074	Total	216,358	216,358	

2013 Actual	2014 Actual	2015 Adopted	Street Construction Fund	2016 Proposed	2016 Approved	2016 Adopted
48,152.09	36,678.29	55,500	Gas Tax	37,133	37,133	
-	50,000.00	50,000	Special Allotment Grant	50,000	50,000	
18,915.00	6,002.00	2,660	SDC-Improvement	32,724	32,724	
1,140.28	1,203.75	572	Assessment Principal	7,044	7,044	
4,085.00	304.00	164	SDC Administration	2,016	2,016	
24,140.28	7,509.75	3,396	Charges for Services	41,784	41,784	
742.78	19,748.80	600	Interest Income	500	500	
742.78	19,748.80	600	Miscellaneous Revenue	500	500	
132,212.00	198,964.00	152,578	Beginning Fund Balance	86,941	86,941	
205,247	312,901	262,074	Total Resources	216,358	216,358	
5,927.00	350.00	-	Requirements			
-		3,900	Materials and Service			
266.80		-	PROFESSIONAL SERVICES	3,900	3,900	
6,193.80	350.00	3,900	PROGRAM & GRANT EXPENSES			
			ADVERTISING & RECRUITMENT			
			Total Materials and Services	3,900	3,900	
90.00	159,972.76	207,420	CAPITAL OUTLAY	200,000	200,000	
-		-	TRANSFER OUT	2,016	2,016	
-		50,754	CONTINGENCY	10,442	10,442	
6,283.80	160,322.76	262,074	Total Requirements	216,358	216,358	
198,963.35	152,578.08					

PARK IMPROVEMENT FUND

Overview

The park improvement fund relies heavily on state shared revenue, grants and System Development Charges (SDC) to assist in the development of the City's parks. This budget continues the past practice of splitting state shared revenue 50/50 between the Parks Improvement Fund and the General Fund.

Park Improvement Fund

Staff has submitted a grant application which is reflected in the budget for the Rivenes Park restroom replacement project.

If successful, the Rivenes Park project will be expended out of Capital Outlay.

2013 Actual	2014 Actual	2015 Adopted	Parks Improvement Fund Summary	2016 Proposed	2016 Approved	2016 Adopted
206,117	222,622	166,646	Beginning Fund Balance	181,914	181,914	
22,996	6,680	3,597	Charges for Services	44,244	44,244	
15,054	15,637	15,000	Intergovernmental Revenue	15,000	15,000	
-	95,851	142,940	Grants	147,024	147,024	
1,076	3,181	1,400	Miscellaneous	1,900	1,900	
245,243	343,971	329,583	Total	390,082	390,082	
21,677	882	-	Materials and Services	-	-	
945	176,175	290,000	Capital Outlay	350,000	350,000	
-	268	144	Transfers	1,776	1,776	
-	-	39,439	Contingency	38,306	38,306	
22,622	177,325	329,583	Total	390,082	390,082	

2013 Actual	2014 Actual	2015 Adopted	Park Improvement Fund	2016 Proposed	2016 Approved	2016 Adopted
Resources						
15,053.95	15,636.64	15,000.00	State Shared Revenue	15,000	15,000	15,000
-	95,851.00	142,940.00	State Parks Dept. Grant	147,024	147,024	147,024
19,090.00	5,546.00	2,987	SDC-Improvement	36,732	36,732	36,732
2,983.00	866.00	466	SDC-Reimbursement	5,736	5,736	5,736
923.00	268.00	144	SDC-Administration	1,776	1,776	1,776
22,996.00	6,680.00	3,597	Charges for Services	44,244	44,244	44,244
309.78	472.96	300	Interest Income	400	400	400
665.91	2,700.00	1,000	Donations	1,500	1,500	1,500
100.00	8.05	100	Miscellaneous Revenue	-	-	-
1,076	3,181	1,400	Miscellaneous Revenue	1,900	1,900	1,900
206,117.00	222,622.00	166,646	Beginning Fund Balance	181,914	181,914	181,914
245,242.64	343,970.65	329,583	Total Resources	390,082	390,082	390,082
Requirements						
Materials and Services						
21,677.05	881.86	-	PROFESSIONAL SERVICES			
Total Materials and Services						
945.13	176,174.96	290,000	CAPITAL OUTLAY	350,000	350,000	350,000
-	268.00	144	TRANSFERS OUT	1,776	1,776	1,776
-		39,439	CONTINGENCY	38,306	38,306	38,306
22,622.18	177,324.82	329,583	Total Requirements	390,082	390,082	390,082
222,620.46	166,645.83					

SEWER FUNDS

Overview

The sewer fund mainly relies on service charges to customers within the city limits. The sewer rate continues to remain in accordance with the 2012 Water and Wastewater Rate Study to assist in saving for the mandated sewer water re-use project coming up in the future. This revenue goes directly into the sewer construction account for the mandated sewer water re-use project. We have adequate contingency levels in all three sewer funds and expenses have stayed fairly flat to help build contingency levels and continue to allow additional transfers into the reserve account for future purchases of capital equipment.

Sewer Fund

- *Revenue*
The sewer operations account will see a small increase per the 2012 Water and Wastewater Rate Study.
- *Changes from prior years*
Expenses are expected to remain static overall compared to the 2014-2015 budget. The budget includes funds allocated for biosolids disposal per an agreement with Oregon Turf.
- *Ending Fund Balance & Contingency*
The ending fund balance/contingency is becoming stronger due to the 2012 Water Wastewater rate study, as well as conservative spending in operations.

Sewer Construction Fund

- *Highlights*
SDC revenue and a portion of the fees generated by the Sewer Water Re-use Project are planned as Capital Outlay for start up costs associated with the project.
- *Ending Fund Balance & Contingency*
Ending Fund Balance and Contingency will continue to grow until the Sewer Water Re-Use Project is mandated by the State of Oregon.

Sewer Bond Fund

- The loan agreement requires a restricted reserve account to be maintained in the amount of \$38,075. For the sewer bond, the city is in compliance with the requirements.

2013 Actual	2014 Actual	2015 Adopted	Sewer Fund Summary	2016 Proposed	2016 Approved	2016 Adopted
113,130	122,129	79,286	Beginning Fund Balance	125,153	125,153	
373,339	364,070	361,680	Charges for Services	417,535	417,535	
335	320	250	Miscellaneous	200	200	
486,804	486,519	441,216	Total	542,888	542,888	
171,246	163,005	177,080	Personal Services	172,093	172,093	
88,085	114,639	116,230	Materials and Services	131,956	131,956	
105,345	129,589	81,664	Transfers	87,970	87,970	
0		66,242	Contingency	150,869	150,869	
364,675	407,233	441,216	Total	542,888	542,888	

2013 Actual	2014 Actual	2015 Adopted	Sewer Fund	2016 Proposed	2016 Approved	2016 Adopted
373,339.22	364,070.00	361,680	Service Charges Sewer	417,535	417,535	
Resources						
295.14	319.62	250	Interest Income	100	100	100
39.95	-	-	Miscellaneous Revenue	100	100	100
335.09	319.62	250	Miscellaneous Revenue	200	200	200
113,130.00	122,129.00	79,286	Beginning Fund Balance	125,153	125,153	
486,804.31	486,518.62	441,216	Total Resources	542,888	542,888	
Requirements						
Personal Services						
-	-	99,409	SALARIES AND WAGES	98,936	98,936	98,936
3,238.80	3,315.48	-	City Recorder			
7,514.87	6,394.37	-	Finance Director			
19,205.70	23,148.81	-	Public Works Super			
16,809.65	16,041.30	-	Administrative Assistant			
39,529.53	36,382.58	-	Utility Worker 1			
6,801.69	5,450.16	-	PW Maintenance PT			
-	-	77,671	EMPLOYEE BENEFITS	73,157	73,157	
45,405.58	40,916.93	-	EB-Medical & Dental			
386.28	352.70	-	EB-Insurance (life & disab)			
8,020.80	7,069.73	-	EB-Employer Taxes			
20,767.76	19,893.06	-	EB-PERS			
3,564.92	4,039.80	-	EB-Workers Comp			
171,245.58	163,004.92	177,080	Total Personal Services	172,093	172,093	

2013 Actual	2014 Actual	2015 Adopted	Sewer Fund	2016 Proposed	2016 Approved	2016 Adopted
			Materials and Services			
4,180.80	7,942.64	13,800	PROFESSIONAL SERVICES	16,500	16,500	
13,584.30	19,546.80	24,300	CONTRACTED SUPPORT	24,300	24,300	
4,856.15	5,496.68	5,000	OPERATIONAL SUPPLIES	5,000	5,000	
2,221.52	2,019.73	2,400	BUILDING MAINT & SUPPLIES	2,500	2,500	
1,507.60	1,040.41	1,500	RENTALS AND LEASES	1,800	1,800	
1,771.17	1,669.29	2,230	INSURANCE	6,856	6,856	
-	74.58	100	ADVERTISING & RECRUITMENT	100	100	
4,232.99	4,146.53	5,600	TRAINING & MEMBERSHIPS	6,100	6,100	
2,534.52	3,003.26	4,100	OFFICE SUPPLIES & MISC EXPENSE	7,100	7,100	
15,531.65	27,718.02	18,000	EQUIP MAINT & SUPPLIES	20,000	20,000	
411.83	449.49	500	UNIFORMS	600	600	
37,252.12	41,531.67	38,700	UTILITIES	41,100	41,100	
88,084.65	114,639.10	116,230	Total Materials and Service	131,956	131,956	
			Transfers Out			
18,500.00	18,500.00	20,750	Franchise Fee	20,877	20,877	
-	4,932.00	5,898	Trans To Reserve Fund	10,980	10,980	
57,473.00	78,569.00	29,048	Trans To Sewer Bond	29,148	29,148	
29,372.00	27,588.00	25,968	Operational Overhead	26,965	26,965	
105,345.00	129,589.00	81,664	Total Transfers Out	87,970	87,970	
			CONTINGENCY			
-		66,242		150,869	150,869	
364,675.23	407,233.02	441,216	Total Requirements	542,888	542,888	
122,129.08	79,285.60					

2013 Actual	2014 Actual	2015 Adopted	Sewer Construction Fund Summary	2016 Proposed	2016 Approved	2016 Adopted
117,455	161,409	220,792	Beginning Fund Balance	377,617	377,617	
43,447	59,554	151,121	Charges for Services	198,648	198,648	
-	-	-	Transfers from other Funds	-	-	
507	333	500	Miscellaneous	-	-	
161,409	221,296	372,413	Total	576,265	576,265	
-	-	130,000	Materials and Services	-	-	
-	504	271	Capital Outlay	130,000	130,000	
-	-	242,142	Transfers	3,336	3,336	
-	-	-	Contingency	442,929	442,929	
-	-	-	Unappropriated EFB	-	-	
-	504	372,413	Total	576,265	576,265	

2013 Actual	2014 Actual	2015 Adopted	Sewer Construction Fund	2016 Proposed	2016 Approved	2016 Adopted
Resources						
12,810.00	51,744.00	146,916	Sewer Fee Revenue	146,916	146,916	
			Misc Revenue (Sewer Line)	-		
7,532.00	1,920.00	1,034	SDC-Improvement	12,720	12,720	
21,128.00	5,386.00	2,900	SDC-Reimbursement	35,676	35,676	
1,977.00	504.00	271	SDC-Administration	3,336	3,336	
506.70	333.35	500	Interest Income			
31,143.70	8,143.35	4,705	Miscellaneous Revenue	51,732	51,732	
117,455.00	161,409.00	220,792	Beginning Fund Balance	377,617	377,617	
161,408.70	221,296.35	372,413	Total Resources	576,265	576,265	
Requirements						
-	-	-	Materials and Services	-		
			PROFESSIONAL SERVICES			
			Total Materials and Services	-		
		130,000	Capital Outlay	130,000	130,000	
-	504.00	271	TRANSFERS OUT	3,336	3,336	
-	-	242,142	CONTINGENCY	442,929	442,929	
-	-	-	Unappropriated EFB			
	504.00	372,413	Total Requirements	576,265	576,265	
161,408.70	220,792.35					

2013 Actual	2014 Actual	2015 Adopted	Sewer Bond Fund Summary	2016 Proposed	2016 Approved	2016 Adopted
38,320	40,078	64,161	Beginning Fund Balance	64,161	64,161	
173		200	Miscellaneous	100	100	
57,473	78,569	29,048	Transfers from other Funds	29,148	29,148	
95,966	118,647	93,409	Total	93,409	93,409	
55,889	54,486	55,334	Debt Service	55,334	55,334	
-		38,075	Unappropriated EFB	38,075	38,075	
55,889	54,486	93,409	Total	93,409	93,409	

2013 Actual	2014 Actual	2015 Adopted	Sewer Bond Fund	2016 Proposed	2016 Approved	2016 Adopted
Resources						
173		200	Interest Income	100	100	100
0		-	Miscellaneous Revenue			
173		200	Miscellaneous Revenue	100	100	100
57473	78569	29,048	Transfer From-Sewer	29,148	29,148	
38320	40078	64,161	Beginning fund Balance	64,161	64,161	
95966	118647	93,409	Total Resources	93,409	93,409	93,409
Requirements						
1403	0	-	LOAN FEE			
1403			Total Material and Services			
Debt Service						
17677	16527	15,579	LOAN INTEREST	14,337	14,337	
36809	37959	39,755	LOAN PRINCIPAL	40,997	40,997	
54486	54486	55,334	Total Debt Service	55,334	55,334	
0		38,075	UNAPPROPRIATED EFB	38,075	38,075	
55889	54486	93,409	Total Requirements	93,409	93,409	-
40077	64161					

WATER FUNDS

Overview

The City of Hubbard's water fund primarily relies on service charges for water within the city limits. In January 2012, a Water and Wastewater Rate Study was completed and showed a scheduled rate increase over the course of 10 years to assist the water fund in future expenses and expansions. According to the study's scheduled increases, there is a water rate increase scheduled and will be proposed to the City Council in June. The 2015-16 Budget reflects this increase.

Water Fund

- *Highlights*

The water fund has in the past been in a downward trend. There is an increase in beginning fund balance due to the water fund rate increase put in place by the 2012 Water and Wastewater Rate Study. Expenditures for materials and services remain the same as last year. The 2015-2016 budget suggests a stronger beginning and ending fund balance, which enables contingency amounts suggested in the 2012 Water and Wastewater Rate Study to be met.

- *Revenue*

There is an increase in revenue because of the fee increases outlined in the 2012 Water and Wastewater Rate Study.

- *Changes from prior years*

For the 2015-2016 fiscal year the water fund will continue Franchise Fees and Operational Overhead to the General Fund.

- *Ending Fund Balance & Contingency*

The ending fund balance and contingency show strong growth for the fiscal year 2015-2016.

Water Construction Fund

- The fund relies on income from System Development Fees. The projection for 2015-2016 reflects one full year of revenue collection for the static water pressure project. The projects outlined for the Water Construction Fund are engineering and well rehabilitation. The ending fund balance/contingency remains strong.

Water Bond Fund

- The bond agreement requires a restricted reserve account be maintained in the amount of \$82,500 which is in unappropriated fund balance. The City is in compliance with this requirement.

2013 Actual	2014 Actual	2015 Adopted	Water Summary	2016 Proposed	2016 Approved	2016 Adopted
64,111	35,784	83,046	Beginning Fund Balance	142,715	142,715	
347,760	375,017	383,500	Charges for Services	397,792	397,792	
22,027	19,992	32,050	Miscellaneous	31,700	31,700	
433,898	430,793	498,596	Total	572,207	572,207	
134,856	123,847	136,619	Personal Services	139,689	139,689	-
94,078	107,814	129,293	Materials and Services	129,493	129,493	-
169,175	116,086	115,410	Transfers	150,458	150,458	-
-	-	117,274	Contingency	152,567	152,567	-
398,109	347,748	498,596	Total	572,207	572,207	-

2013 Actual	2014 Actual	2015 Adopted	Water Fund	2016 Proposed	2016 Approved	2016 Adopted
			Resources			
341,551.64	364,204.45	378,000	Service Charges Water	388,692	388,692	
559.42	3,808.59	-	Connection Chgs Water	3,600	3,600	
5,649.21	7,003.96	5,500	Reconnection Fee	5,500	5,500	
347,760.27	375,017.00	383,500	Charges For Services	397,792	397,792	
559.17	334.37	450	Interest Income	100	100	
6,588.45	7,786.35	7,200	Lease-Water Tower	7,200	7,200	
	-	14,400	Verizon Lease	14,400	14,400	
14,879.27	11,871.51	10,000	Miscellaneous Revenue	10,000	10,000	
22,026.89	19,992.23	32,050	Miscellaneous Revenue	31,700	31,700	
64,111.00	35,784.00	83,046	Beginning Fund Balance	142,715	142,715	
433,898.16	430,793.23	498,596	Total Resources	572,207	572,207	

2013 Actual	2014 Actual	2015 Adopted	Water Fund	2016 Proposed	2016 Approved	2016 Adopted
			Requirements			
			Personal Services			
-		77,938	SALARIES AND WAGES	80,122	80,122	
3,238.80	3,315.48	-	City Recorder			
7,514.87	6,394.37	-	Finance Director			
19,205.70	20,425.42	-	Public Works Super			
22,239.54	19,770.96	-	Administrative Assistant			
10,336.41	15,496.73	-	Utility Worker 1			
10,210.69	3,633.44	-	PW Maintenance PT			
-	-	-	Comp Time			
-		58,681	EMPLOYEE BENEFITS	59,567	59,567	
36,477.65	31,466.55	-	EB-Medical & Dental			
307.56	263.53	-	EB-Insurance (life & disab)			
6,332.21	5,353.41	-	EB-Employer Taxes			
16,251.32	14,567.17	-	EB-PERS			
2,741.45	3,160.06	-	EB-Workers Comp			
134,856.20	123,847.12	136,619	Total Personal Services	139,689	139,689	

2013 Actual	2014 Actual	2015 Adopted	Water Fund	2016 Proposed	2016 Approved	2016 Adopted
			Materials and Services			
5,811.90	13,242.02	16,900	PROFESSIONAL SERVICES	18,100	18,100	18,100
10,625.90	7,090.37	12,000	CONTRACTED SUPPORT	12,000	12,000	12,000
16,157.50	17,823.11	15,500	OPERATIONAL SUPPLIES	16,000	16,000	16,000
1,100.63	1,148.23	2,000	BUILDING MAINT & SUPPLIES	2,000	2,000	2,000
1,522.55	1,040.42	2,000	RENTALS AND LEASES	2,300	2,300	2,300
9,741.44	8,346.45	10,593	INSURANCE	9,793	9,793	9,793
-	74.58	100	ADVERTISING & RECRUITMENT	100	100	100
3,036.54	4,038.98	5,400	TRAINING & MEMBERSHIPS	5,500	5,500	5,500
2,511.28	9,177.32	10,000	OFFICE SUPPLIES & MISC EXPENSE	8,500	8,500	8,500
8,137.82	9,068.87	16,500	EQUIP MAINT & SUPPLIES	16,300	16,300	16,300
471.80	293.46	600	UNIFORMS	600	600	600
34,960.72	36,470.57	37,700	UTILITIES	38,300	38,300	38,300
94,078.08	107,814.38	129,293	Total Materials and Services	129,493	129,493	129,493
			Transfers Out			
-	4,932.00	8,898	Trans To Reserve Fund	10,980	10,980	10,980
126,000.00	111,154.00	63,275	Trans To Water Bond	95,727	95,727	95,727
-	-	-	Trans To Water Const			
17,087.00		21,250	Trans Out - Franchise Fees	19,890	19,890	19,890
26,088.00		21,987	Trans Out OP OH	23,861	23,861	23,861
169,175.00	116,086.00	115,410	Total Transfers Out	150,458	150,458	150,458
			CONTINGENCY	152,567	152,567	152,567
398,109.28	347,747.50	498,596	Total Requirements	572,207	572,207	572,207
35,788.88	83,045.73					

2013 Actual	2014 Actual	2015 Adopted	Water Construction Fund Summary	2016 Proposed	2016 Approved	2016 Adopted
225,027	245,641	256,939	Beginning Fund Balance	300,205	300,205	
		51,888	Charges for Service	107,052	107,052	
20,615	12,048	3,445	Miscellaneous	34,504	34,504	
-	-	-	Transfers from other Funds	-	-	
245,642	257,689	312,272	Total	441,761	441,761	441,761
-	-	-	Materials and Services	-	-	-
-	-	9,000	Capital Outlay	34,000	34,000	-
-	750	546	Transfers	3,360	3,360	-
-	-	302,726	Contingency	404,401	404,401	-
-	750	312,272	Total	441,761	441,761	441,761
245,642	256,939					

2013 Actual	2014 Actual	2015 Adopted	Water Construction Fund	2016 Proposed	2016 Approved	2016 Adopted
Resources						
		51,888	Water Fee Revenue	107052	107052	
2,399.00	1,409.00	337	SDC-Improvement	4,152	4,152	
15,748.00	9,033.00	2,162	SDC-Reimbursement	26,592	26,592	
2,049.00	1,142.00	546	SDC-Administration	3,360	3,360	
418.58	463.84	400	Interest Income	400	400	
20,614.58	12,047.84	3,445	Miscellaneous Revenue	34,504	34,504	
225,027.00	245,641.00	256,939	Beginning Fund Balance	300,205	300,205	
245,641.58	257,688.84	312,272	Total Resources	441,761	441,761	
-	-	-	Requirements			
-	-	-	PROFESSIONAL SERVICES			
			Total Materials and Services			
-	-	9,000	Capital Outlay	34,000	34,000	
-	750.00	546	TRANSFERS OUT	3,360	3,360	
-	-	302,726	CONTINGENCY	404,401	404,401	
245,641.58	256,938.84	312,272	Total Requirements	441,761	441,761	

2013 Actual	2014 Actual	2015 Adopted	Water Bond Fund Summary	2016 Proposed	2016 Approved	2016 Adopted
37,922	99,375	114,802	Beginning Fund Balance	82,500	82,500	
825,143	-	150	Miscellaneous	-	-	
126,000	111,154	63,275	Transfers from other Funds	95,727	95,727	
989,065	210,529	178,227	Total	178,227	178,227	178,227
889,690	95,727	95,727	Debt Service	95,727	95,727	
-		82,500	Unappropriated EFB	82,500	82,500	
889,690	95,727	178,227	Total	178,227	178,227	
99,375	114,802					

2013 Actual	2014 Actual	2015 Adopted	Water Bond Fund	2016 Proposed	2016 Approved	2016 Adopted
Resources						
825,000.00	-	-	Debt Service Revenue	-	-	-
142.88	-	150	Interest Income	-	-	-
-	-	-	Miscellaneous Revenue	-	-	-
825,142.88	-	150	Miscellaneous Revenue	-	-	-
126,000.00	111,154.00	63,275	Transfers From-Water	95,727	95,727	
37,922.00	99,375.00	114,802	Beginning Fund Balance	82,500	82,500	
989,064.88	210,529.00	178,227	Total Resources	178,227	178,227	
Requirements						
2,700.00	-	-	DEBT SERVICE FEE PMTS	-	-	-
2,700.00	-	-	Total Materials and Service	-	-	-
Debt Service						
41,990.00	23,576.00	21,445	BOND INTEREST	19,260	19,260	
845,000.00	72,151.00	74,282	BOND PRINCIPAL	76,467	76,467	
886,990.00	95,727.00	95,727	Total Debt Service	95,727	95,727	
UNAPPROPRIATED EFB						
-	95,727.00	82,500	UNAPPROPRIATED EFB	82,500	82,500	
889,690.00	95,727.00	178,227	Total Requirements	178,227	82,500	82,500
99,374.88	114,802.00					

RESERVE FUND

Overview

The City of Hubbard currently operates a reserve fund to set aside money for future capital purchases like police vehicles, lawn mowers, and park equipment. The purpose of this fund is to be able to set aside money for future purchases so no additional tax levy is needed from current Hubbard residents.

Reserve Fund

- *Highlights*

The City has been setting aside money for upcoming projects and purchases. Public works has been setting aside money from their main funds to save for a number of future purchases down the road. The General Fund has also been setting money specifically aside for future projects and purchases like a new server, software, City Hall siding, and new carpet in the council chambers.

Budget Capital Outlay: 2015-2016 Set Aside.

Dump Truck	24,900
Backhoe	35,180
Pub Wrks Trac/Mower	10,450
Plotter	6,800
Pub Wrks Pick Up	44,644
Software	21,000
Server	10,387
City Hall Siding	11,460
City Hall Carpet	1,235
Police Vehicle	3,268

2013 Actual	2014 Actual	2015 Adopted	Reserve Fund Summary	2016 Proposed	2016 Approved	2016 Adopted
112,572	66,332	107,848	Beginning Fund Balance	130,286	130,286	
178		-	Miscellaneous	150	150	
-	45,916	62,029	Transfers from other Funds	39,687	39,687	
112,750	112,248	169,877	Total	170,123	170,123	
46,419	5,050	169,877	Capital Outlay	170,123	170,123	-
46,419	5,050	169,877	Total	170,123	170,123	-

2013 Actual	2014 Actual	2015 Adopted	Reserve Fund	2016 Proposed	2016 Approved	2016 Adopted
Resources						
-	-	-	Donations	-	-	-
177.97	-	-	Interest	150	150	150
177.97	-	-	Miscellaneous Revenue	150	150	150
-	32,681.00	40,294	Trans From-General	9,907	9,907	9,907
-	3,371.00	6,939	Trans From-Streets	7,820	7,820	7,820
-	4,932.00	5,898	Trans From-Sewer	10,980	10,980	10,980
-	4,932.00	8,898	Trans From-Water	10,980	10,980	10,980
-	45,916.00	62,029	Transfers	39,687	39,687	39,687
112,572.00	66,332.00	107,848	Beginning Fund Balance	130,286	130,286	130,286
112,749.97	112,248.00	169,877	Total Resources	170,123	170,123	170,123
Requirements						
-	-	500	Capital Outlay	799	799	799
-	-	20,200	Dump Truck	24,900	24,900	24,900
-	-	30,180	Backhoe	35,180	35,180	35,180
-	5,050.00	6,450	Pub Wrks Trac/Mower	10,450	10,450	10,450
-	-	6,800	Plotter	6,800	6,800	6,800
-	-	39,644	Pub Wrks Pick Up	44,644	44,644	44,644
-	-	6,000	Software	21,000	21,000	21,000
-	-	6,880	Server	10,387	10,387	10,387
-	-	9,220	City Hall Siding	11,460	11,460	11,460
-	-	995	City Hall Carpet	1,235	1,235	1,235
46,418.65	-	43,008	Court Software	3,268	3,268	3,268
46,418.65	5,050.00	169,877	Police Vehicle	170,123	170,123	170,123
-	-	-	Total Capital Outlay	170,123	170,123	170,123
-	-	-	CONTINGENCY	-	-	0
-	-	-	Unappropriated EFB	-	-	0
46,418.65	5,050.00	169,877	Total Requirements	170,123	170,123	170,123
66,331.32	107,198.00	(0)				

CITY OF HUBBARD

Approved Budget

Transfer Summary

FY 2015-2016

	Out	In
General Fund	9,907	119,091
Street Fund	26,846	
Reserve Fund		39,687
Parks Improvement Fund	1,776	
Sewer Fund	87,970	
Sewer Construction Fund	3,336	
Sewer Bond Fund		29,148
Water Fund	118,006	
Water Construction Fund	3,360	
Water Bond Fund		63,275
Total Transfer Out and In	251,201	251,201

GENERAL FUND

DEPT	WAGES	BENEFITS
Admin	70,535	41,003
Court	24,707	16,322
Community Dev	13,156	7,907
PW/parks	63,324	51,749
Police	404,132	264,294
		957,129

STREET FUND

DEPT	WAGES	BENEFITS
Admin	16,325	8,885
PW	54,067	44,881
Police	0	0
	70,392	53,766
		124,157

SEWER FUND

DEPT	WAGES	BENEFITS
Admin	18,530	10,627
PW	80,406	62,530
Police	0	0
	98,936	73,157
		172,093

WATER FUND

DEPT	WAGES	BENEFITS
Admin	22,940	14,111
PW	57,182	45,456
Police	0	0
	80,122	59,567
	787,440	139,689
		543,536

GRAND TOTAL = 1,393,068

<u>Admin Dept</u>	Budget Annual Compensatic	Budget Annual Benefits	Budget Total
City Recorder	68,886	45,805	114,691
Sr. Accountant	56,466	20,734	77,201
Admin Asst.	44,103	34,843	78,945
Interpreter	1,000	77	1,077
Baliff	750	59	809
	171,205	101,517	272,722

<u>Public Works Dept</u>			
Superintendent	71,075	48,538	119,613
Utility Worker II	52,167	42,909	95,076
Utility Worker I	42,829	36,712	79,541
Admin Asst.	45,400	38,908	84,308
Utility Worker I	41,001	36,218	77,219
PW OT	0	0	0
	252,472	203,285	455,757

<u>Police Dept</u>			
Police Chief	73,135	34,096	107,230
Police Sargeant	58,516	37,837	96,352
Police Officer	51,862	31,046	82,908
Police Officer	51,862	42,573	94,435
Police Officer	52,822	42,859	95,681
Police Officer	52,822	40,605	93,427
Admin Asst.	43,238	27,655	70,893
Reserves	2,000	1,158	3,158
Overtime	15,368	5,135	20,502
	401,625	262,963	664,588

TOTALS	825,302	567,766	1,393,068
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ORDINANCE ???-2015

AN ORDINANCE AMENDING HUBBARD MUNICIPAL CODE SECTIONS 13.14.010, QUALIFIED PERSONS, AND 13.14.060, UTILITY RATE REDUCTION.

Findings

A. The City Council of the City of Hubbard find is necessary to amend the Utility Rate Reductions Chapter 13.14 to include those who qualify for Social Security Supplemental Security Income (SSI).

Based on the findings, the City of Hubbard ordains as follows:

Section 1. 13.14.010 Qualified Persons

(1). 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\(1\)](#).

(2) Any single person who qualifies for Social Security Supplemental Security Income (SSI) and 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 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\(2\)](#).

Section 2. 13.14.060 Utility Rate Reductions

(1). Qualified applicants specified in HMC [13.14.010\(1\)](#) shall be billed at 50 percent of the utility rates as stated in title 13 of the Hubbard Municipal Code. In addition, qualified applicants specified in HMC 13.14.010(1) shall be billed for 50 percent of charges related to the Increase Static Water Pressure project and the Waste Water Reuse project as stated in the Water and Wastewater Rate Study.

(2). Qualified applicants specified in HMC [13.14.010\(2\)](#) shall not be billed for charges related to the Increase Static Water Pressure project and the Waste Water Reuse project as stated in the Water and Wastewater Rate Study.

(3). If an applicant qualifies under both HMC 13.14.010(1) and (2), the applicant shall be billed at 50 percent of the utility rates as stated in title 13 of the Hubbard Municipal Code. In addition, applicants qualified under both HMC 13.14.010(1) and (2) shall be billed for 50 percent of charges related to the Increase Static Water Pressure project and the Waste Water Reuse project as stated in the Water and Wastewater Rate Study.

The foregoing ordinance was passed by the City Council and the City of Hubbard this DAY day of MONTH 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 ???2015.

ATTEST:

Jim Yonally, Mayor

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

APPROVED BY CITY ATTORNEY:

Beery Elsner and Hammond LLP

Vickie Nogle

From: Ralph Rodia <rrodia@msn.com>
Sent: Monday, June 01, 2015 11:48 AM
To: Vickie Nogle
Subject: FW: City of Hubbard Honeybee Ban

From: rrodia@msn.com
To: reetielee@gmail.com
CC: angwheatcroft@msn.com; shannonschmidt5@gmail.com; homes@mattkennedy.com; chata31860@yahoo.com; jim.yonally@yahoo.com; cg912project1@gmail.com; webmaster@wrbo.org; eremley@thornrun.com; fred@vannatta.com; shallotman@yahoo.com; vazzafarms@yahoo.com; janeoku1958@gmail.com; jenny@oregonfb.org; joemaresh@bctonline.com; john@oldsolenterprises.com; keehunt@gmail.com; rrodia@msn.com; milligan50@msn.com; mvand581@gmail.com; officers@portlandurbanbeekeepers.org; osba.newsletter@gmail.com; pamseaver2000@yahoo.com; paulande@easystreet.net; pmaresh@spiretech.com; president@klamathbeekeepers.org; rep.chrisgorsek@state.or.us; rfarrierfarms@gmail.com; rosannamattingly@gmail.com;
vlنogle@cityofhubbard.org
Subject: City of Hubbard Honeybee Ban
Date: Mon, 1 Jun 2015 11:43:38 -0700

Finally getting my act together concerning the upcoming City of Hubbard Council meeting and the citing of a local beekeeper for having honey bees under 6.05.150. John Collins has correctly pointed out that there is no basis in either State or City codes/laws that support the City's inclusion of honey bees as exotic animals. The insertion of honeybees into the City's code as exotic animals may have been made in response to concerns over Africanized honeybees that were rapidly moving into the southern U.S. fifteen years ago. So the code writer may have not understood that our honey bees are not Africanized. Further, it is unlikely that Africanized honeybees will move into the valley anytime soon, if ever.

It may be that the Council is unaware of the City's ban and, moreover, that it runs counter to the now prevailing acceptance of honeybees in urban settings. As pointed out by Dick Temple the city is surrounded by farming operations that make extensive use of hundreds of honeybee colonies for crop pollination. The "few" honey bee colonies that might be kept by City beekeepers would barely be counted when considering the numbers of honeybees that may be found foraging in the City's flowers and trees.

In preparation for the Council meeting on Monday I will assemble information concerning urban beekeeping and that the City's ban is without justification and is unneeded. It is possible that as occurred in Salem, the Council will decide that 6.05.150 will not be enforced until it is reviewed and rewritten to reflect urban beekeeping as it is now practiced.

I am also forwarding this E-mail to the City and Council to advise them of our interest in this matter and to request that we be added to the Council's meeting agenda for June 9, 2015.

Ralph (Mike) Rodia, PhD, Oregon State Beekeeper's Association(OSBA)
4194-12th St. Cut-Off S.E.
Salem Oregon 97302 Ph. 503-364-3275 E-Mail: rrodia@msn.com

From: reetielee@gmail.com
Subject: Fwd: Suggested HB2653 Changes as PDF
Date: Wed, 20 May 2015 19:08:21 -0700
To: rrodia@msn.com; joemaresh@getonline.com; brian@livehoneybees.com

Are you available to help with this? Please advise. Thanks! Raine

Hubbard City Council Meeting
June 9th at 7:00pm
3720 Second Street
Hubbard, OR 97032
(503) 981-9633
http://www.cityofhubbard.org/city_of_hubbard_city_council.html

Begin forwarded message:

From: Raine Lee Ritalto <reetielee@gmail.com>
Date: May 20, 2015 at 11:34:11 AM PDT
To: Rep Gorsek <rep.chrisgorsek@state.or.us>
Cc: "joemaresh@bctonline.com" <joemaresh@bctonline.com>, "edoyle@orcities.org" <edoyle@orcities.org>, "rkachadoorian@oda.state.or.us" <rkachadoorian@oda.state.or.us>, "fred@vannatta.com" <fred@vannatta.com>, "jenny@oregonfb.org" <jenny@oregonfb.org>, "Nelson, Ariel" <Ariel.Nelson@portlandoregon.gov>, "eremley@thornrun.com" <eremley@thornrun.com>, "wrbo.mail@gmail.com" <wrbo.mail@gmail.com>, N'ann Harp <friendsofhoneybees@yahoo.com>

Yet another example of the need for HB 2653...

"Hello fellow beekeepers, anyone out there have any experience or advice on how to deal with your town banning beekeeping?
Hubbard Or. has bees listed as "EXOTIC" animals with a subsequent ban.
So, either I move my bees, or recieve a citation and \$500.00 fine! what the hell?
i am going to the city council meeting in early June, Advice?"

Hubbard, Oregon's code prohibits bees because they are "wild, exotic, and dangerous."
<http://www.codepublishing.com/OR/Hubbard/>

6.05.150 Exotic animals prohibited.

Subject to ORS 609.205, "exotic animal" as defined in ORS 609.305, no person shall keep or maintain one or more exotic, wild or dangerous animals to include bees kept in a collection of hives or colonies. The keeping or maintenance of an exotic, wild or dangerous animal is a public nuisance and shall be abated in conformity with the requirements of this chapter. (Ord. 234-2000 § 16, 2000)

Feedback from John Collins, Dayton, OR, City Council Member:

Hubbard ordinance 6.05.150 says that bees can't be kept BECAUSE: bees are either 1-wild OR 2-dangerous OR 3-Exotic. BUT Hubbard's own definitions of both WILD (6.05.140) and DANGEROUS (6.05.130) animals clearly does not apply to bees, so that eliminates those two issues. So that leaves the state's definition of exotic as the only thing that gives this ordinance "teeth" regarding bees. And the state's definition of exotic animal no longer includes bees (and I actually can't find evidence that it ever did). So this is a very poorly crafted local ordinance that is not enforceable re. bees. AND likely leaves the City of Hubbard open to litigation from those who have been fined or had to destroy colonies, etc.

NOTE: This earlier link below provided by Raine may also be interest to the City of Hubbard. Ralph (Mike) Rodia

On Apr 17, 2015, at 11:21 AM, Raine Lee Ritalto <reetielee@gmail.com> wrote:

Here's an update on Medford. Note the big differences in sentiment and code compared to Gresham and Ashland. Further validation for the necessity of Oregon's urban beekeeping Bill (HB 2653) still in Ways and Means.

<http://m.mailtribune.com/article/20150417/NEWS/150419600/101064/NEWS>

Title 6 ANIMALS

Chapters:

6.05 General Regulations

Chapter 6.05 GENERAL REGULATIONS

Sections:

- 6.05.010 Relationship to state laws.
- 6.05.020 Definitions.
- 6.05.030 Enforcement authority.
- 6.05.040 Complaint procedures.
- 6.05.050 Enforcement complaint.
- 6.05.060 Interference with animal control official.
- 6.05.070 Registration requirements.
- 6.05.080 Impoundment – Authority.
- 6.05.090 Impoundment – Notice.
- 6.05.100 Impoundment – Redemption by owner or keeper.
- 6.05.110 Sick or injured animals.
- 6.05.120 Offenses.
- 6.05.130 Dangerous animals.
- 6.05.140 Wild animals.
- 6.05.150 Exotic animals prohibited.
- 6.05.160 Disposition of habitual offenders.
- 6.05.170 Shelter requirements.
- 6.05.180 Keeping of livestock, certain chickens and/or domesticated rabbits within the city limits of the city of Hubbard.
- 6.05.190 Dead animals – Carcass removal.
- 6.05.200 Summary destruction of certain animals.
- 6.05.210 Violation – Penalty.

6.05.010 Relationship to state laws.

ORS Chapter 609, pertaining to animal control, exotic animals and dealers, and ORS 167.31 through 167.388, pertaining to offenses against animals shall apply in the city of Hubbard except where expressly superseded by this chapter. (Ord. 234-2000 § 2, 2000)

6.05.020 Definitions.

For the purpose of this chapter, the following terms, phrases, words and their derivations shall have meaning given herein unless the context requires otherwise:

- (1) "Animal" means any of the lower animals as distinguished from and not including man, belonging to the animal kingdom of the living beings, typically differing from plants, and including mammals, fowl, reptiles, and fish.

(2) "Dangerous animal" means any animal generally thought of as "wild" and capable of inflicting injury (such as cougars and boa constrictors – whether owned as pets or not) and including animals which are not dangerous under normal conditions but could become so under abnormal conditions (for example, a rabid dog or unconfined bull).

(3) "Domestic animal" means any animal raised for food, profit or other practical use, including but not limited to farm animals, livestock, poultry, rabbits, and bees.

(4) "Keeper" means any person, firm, or association having the custody of or authority to control the animal.

(5) "Livestock" means horses, mules, jackasses, burros, cattle, sheep, goats, donkeys, swine, and animals bred commercially or otherwise.

(6) "Owner" means owning, keeping, or harboring an animal.

(7) "Owner of property" means any person who has legal or equitable interest in real property, or who has a possessory interest therein, or who resides on the property, or is a guest of any person who owns, rents, or leases said property.

(8) "Poultry" means domestic fowl, such as chickens, turkeys, ducks, geese, or other fowl raised for meat or eggs.

(9) "Running at large" means an animal which is off or outside the premises belonging to the owner, keeper, or person having control, custody, or possession of the animal, or not in the company of or under the control of its owner or keeper by means of an adequate leash, pen, cage, coop, vehicle, or other means of confinement or immediate supervision.

(10) "Wild animal" means any animal which normally lives in a state of nature and is not ordinarily tame or domesticated and usually not amenable to human habitats.

(11) "Domesticated rabbits" shall mean rabbits kept for personal use. (Ord. 313-2010; Ord. 234-2000 § 3, 2000)

6.05.030 Enforcement authority.

The chief of police or any other police officer or any other person designated or appointed by the chief of police. For the purposes of this chapter, those officers or persons are referred to as the "animal control official." (Ord. 234-2000 § 4, 2000)

6.05.040 Complaint procedures.

(1) Filing a Complaint.

(a) Any person who has cause to believe any animal regulated by this chapter is being maintained as a public nuisance may complain, either orally or in writing, to a city police officer or a Marion County animal control officer. The complaint shall be considered sufficient cause for the officer to investigate the matter and determine if the owner or keeper of the animal is in violation of a provision of this chapter. The city police officer may use discretion in referring the matter to a county animal control officer for prosecution.

(b) Should the city or the appropriate officer find cause to request dismissal of the charge, such motion shall be made on the city's requisite form.

(2) Subpoena. Issuance and service of a subpoena to require a person's attendance in court or the production of documents or tangible things and to permit inspection thereof shall be made as provided in Rule 55, Oregon Rules of Civil Procedure (ORCP), except that:

(a) A subpoena may be issued by the municipal judge or by an attorney of record of the party on whose behalf the witness is required to appear;

(b) Service shall be made as provided in ORCP 55-D; and

(c) Witness fees shall be payable in accordance with ORS 44.415(2).

(3) Jurisdiction. The municipal court of the city of Hubbard has exclusive jurisdiction over violations of any of the provisions of this chapter within the corporate limits of the city. (Ord. 234-2000 § 5, 2000)

6.05.050 Enforcement complaint.

(1) Any person authorized to enforce the provisions of this chapter may issue an enforcement complaint to any person found in violation of the provisions of this chapter.

(2) The issuing official shall cause the enforcement complaint to be delivered to the person alleged to have violated the provisions of this chapter. (Ord. 234-2000 § 6, 2000)

6.05.060 Interference with animal control official.

(1) It is unlawful for any person to interfere in anyway with an animal control official engaged in enforcing, seizing, impounding, or lawfully disposing of any animal under the authority of this chapter.

(2) It is unlawful to release any animal from the custody of the animal control official after such animal has been seized or impounded under the authority of this chapter. (Ord. 234-2000 § 7, 2000)

6.05.070 Registration requirements.

(1) Every person owning or keeping an animal requiring registration or a license as may be defined by federal, state, county, or municipal law or regulation shall register or license such animal in accordance with the specific regulation or law requiring the registration or license.

(2) Registration tags, when required, shall be attached to the animal when such animal is not in the immediate possession or direct supervision of the owner or keeper. (Ord. 234-2000 § 8, 2000)

6.05.080 Impoundment – Authority.

(1) Any animal control official is authorized to impound any animal found in violation of any of the provisions of this chapter.

(2) Any animal which bites a person or another animal or which has caused injury to any person or another animal may be summarily seized by any person and, if seized, shall be promptly delivered to the animal control official.

(3) Any animal control official may house an animal impounded under the provisions of this chapter at a kennel, veterinary clinic, or other animal shelter. (Ord. 234-2000 § 9, 2000)

6.05.090 Impoundment – Notice.

(1) Whenever an animal is impounded pursuant to the provisions of this chapter, if the owner or custodian of the animal is known to the city police and the animal has not been accused of biting a person, the police shall make reasonable attempts to deliver the animal to its owner.

(2) In case the owner or custodian of the animal is not known to the city police, the animal shall be delivered forthwith to a Marion County animal control officer or directly to a suitable animal shelter. (Ord. 234-2000 § 10, 2000)

6.05.100 Impoundment – Redemption by owner or keeper.

(1) Fees for redemption of the animal by its owner shall be due and payable to the county in accordance with county regulations.

(2) The city of Hubbard retains the right to collect from the animal's owner, or keeper, reimbursement of any actual costs incurred by the city of Hubbard for interim care of the animal while in the temporary custody of the city. A statement of expenses shall be mailed to the owner or presented in person and a copy shall be forwarded to the county office of animal control within 48 hours of the animal's transfer to the county's custody. In addition to any fees payable to the county, costs owed to the city must be paid to the city prior to redemption of the animal.

(3) The owner, or keeper, shall pay for any boarding, care or medical expenses incurred in accordance with HMC 6.05.110. (Ord. 234-2000 § 11, 2000)

6.05.110 Sick or injured animals.

(1) No person shall permit any animal or bird owned or controlled by that person to be at large within the city if such animal or bird is afflicted with a communicable disease.

(2) Any animal control official who has found or lawfully seized or impounded an animal under the provisions of this chapter and determines that the animal is in apparent need of immediate medical attention due to illness or injury, may authorize the necessary medical attention and/or have the animal destroyed. (Ord. 234-2000 § 12, 2000)

6.05.120 Offenses.

(1) No dog, livestock, domesticated rabbit, or poultry shall run at large within the city limits upon any public street or other public place or trespass upon private property not owned or controlled by the owner or keeper of such animal. Animals at large may be taken into custody by the city and disposed of in accordance with the procedures provided by ORS Chapter 609.

(2) No domestic or wild animal shall:

(a) Make excessive or unreasonable noise in such a manner as to disturb or annoy any person or deprive any person of peace and quiet, other than the owner or keeper of such animal;

(b) Cause injury to a person, animal, or property, or show a propensity to cause injury to persons, animals, or property;

(c) Chase persons or vehicles;

(d) Injure or kill an animal belonging to a person other than the owner or keeper of such animal;

(e) Chase, injure, or kill any animal raised or kept for use or profit;

(f) Damage property belonging to a person other than the animal's owner or keeper.

(3) No person who keeps, possesses, or otherwise maintains any animal shall allow the accumulation of raw or untreated animal manure which creates an offensive odor to occur upon any property, whether public or private.

(4) No person shall:

(a) Subject any animal to mistreatment;

(b) Kill any animal under the custody or control of another without legal privilege.

(5) The owner, keeper, or person in charge of an animal found to have committed an offense is punishable in accordance with HMC 6.05.210. (Ord. 313-2010; Ord. 234-2000 § 13, 2000)

6.05.130 Dangerous animals.

(1) No person shall keep, possess, or otherwise maintain under their control any dangerous, ferocious, or biting animal.

(2) "Dangerous, ferocious, or biting animal" includes any such animal which, with a lack of provocation, is likely to injure, attack, or otherwise threaten the lawful presence of any person or animal.

(3) In addition to any fines or other penalties provided in this chapter, the council may order such disposition of any dangerous, ferocious, or biting animal as it considers necessary for the safety or health of the public. (Ord. 234-2000 § 14, 2000)

6.05.140 Wild animals.

(1) No person shall keep or possess or otherwise maintain any wild animal within the city limits, except for purposes of public display.

(2) "Public display" means keeping in a public place approved by the council for the sole purpose of exhibiting wild animals held in captivity and open to the general public during reasonable hours.

(3) No wild animal shall be allowed to run at large or to run at large upon the property of the person authorized to keep, possess, or otherwise control such animal. A violation of any section of this chapter constitutes a Class I civil infraction and shall be handled according to the procedures established by ordinance relating to civil infractions. (Ord. 234-2000 § 15, 2000)

6.05.150 Exotic animals prohibited.

Subject to ORS 609.205, "exotic animal" as defined in ORS 609.305, no person shall keep or maintain one or more exotic, wild or dangerous animals **to include bees kept in a collection of hives or colonies**. The keeping or maintenance of an exotic, wild or dangerous animal is a public nuisance and shall be abated in conformity with the requirements of this chapter. (Ord. 234-2000 § 16, 2000)

6.05.160 Disposition of habitual offenders.

In addition to any fines or other penalties provided herein, the council may order such disposition of the animal as it considers necessary for the safety or health of the public. (Ord. 234-2000 § 17, 2000)

6.05.170 Shelter requirements.

(1) The owner or keeper of any animal shall provide adequate shelter for such animal. Adequate shelter means that which provides protection from the meteorological elements.

(2) The council may prohibit the housing or keeping of any animal within the city limits when such housing or keeping may impair the public health, welfare, safety, or create a nuisance.

The council may direct the animal control official to deliver a written notice to the owner or keeper of such animal, directing the owner or keeper to remove the animal with seven days from the service of such notice. (Ord. 234-2000 § 18, 2000)

6.05.180 Keeping of livestock, certain chickens and/or domesticated rabbits within the city limits of the city of Hubbard.

(1) No person owning, possessing, or having control of livestock, shall keep such animals unless they are contained in a secure fenced area on a lot having an area of at least 32,670 square feet (0.75 acre) per animal.

(2) Up to four female chickens or domesticated rabbits, or any combination thereof, may be kept on any lot with a minimum area of 5,000 square feet, up to five of such animals on any lot with a minimum area of 7,000 square feet, up to six of such animals on any lot with a minimum area of 10,000 square feet, or up to eight of such animals on any lot over 10,000 square feet. Waste from such animals shall not be allowed to accumulate. Chicken and rabbit food shall be stored in rodent-proof containers at all times.

(3) Male chickens (roosters) and any other poultry shall not be owned, possessed or maintained within the city limits of the city of Hubbard.

(4) Pens, hutches, fencing or other containment shall be maintained to confine such animals to owner's property at all times.

(5) All structures that house livestock, female chickens and rabbits shall be subject to Building Code and Development Code requirements and shall be located at least 20 feet from all neighboring residences, at least five feet from any side property line and at least 10 feet from the rear property line and shall not be located in front of the primary residential structure.

(6) No livestock, poultry or rabbits shall be slaughtered on the subject property for commercial purposes.

(7) Nonconforming Use. For livestock being kept on parcels of less than 32,670 square feet (0.75 acres) per animal, this section shall not preclude any person from continuing to keep or replace livestock which were being kept within the city limits of the city of Hubbard on or before the adoption date of the ordinance codified in this chapter.

(8) Cessation of Use. For parcels of less than 32,670 square feet (0.75 acres), if a nonconforming use for keeping of the livestock is discontinued for a period of 90 days or more, or if the property comes under different ownership, the keeping of livestock shall cease and may not be resumed. (Ord. 313-2010; Ord. 292-2006 § 1; Ord. 234-2000 § 19, 2000)

6.05.190 Dead animals – Carcass removal.

No person may permit the carcass of any animal kept, possessed, or otherwise maintained under that person's control to remain upon any public street or other public place or upon any private property for over 24 hours. (Ord. 234-2000 § 20, 2000)

6.05.200 Summary destruction of certain animals.

Any animal, whether domestic or wild, which presents an imminent threat of serious physical injury or death to any person or other animal, or which has caused injury or death to any person or other animal, and which, under the immediate circumstances, cannot be captured or impounded as provided in this chapter, may be summarily destroyed in as humane a manner as is practicable under the existing circumstances. (Ord. 234-2000 § 21, 2000)

6.05.210 Violation – Penalty.

A violation of any section of this chapter constitutes a Class I civil infraction and shall be handled according to the procedures established by ordinance relating to civil infractions. (Ord. 234-2000 § 22, 2000)

Chief's Report

To: Mayor and City Council Members

From: Chief David M. Dryden

Date: June 1, 2015

Re: Monthly Police Department

- 1. Backgrounds Notification:** Officer Darren Pomeroy has notified me that he is currently in the background phase of hiring with the City of Sherwood Police Dept. I will keep Council advised on any progress.
- 2. Sgt. Medical Leave:** Sgt. Bill Gill will be out on medical leave for as many as six weeks. At this point we do not have a specific date that his leave will start. I will keep you informed.
- 3. Intern Term Completion:** Mike Macuk will complete his college term as an intern with the police department on June 8th. Many tasks were completed while Mike was with us. He learned a great deal working with our staff that will assist him with his ambition to become a police officer after he graduates from Western Oregon University this month. We wish him the best as he moves on to his future endeavors.
- 4. 2nd Safest City in Oregon:** I was pleased to pass on that Hubbard made it into the top five on the safest cities in Oregon list. We were listed in second place right behind Brookings and right ahead of West Linn. The last time we made it onto this list was in 1995 when we were listed as the 5th safest city in Oregon.

Monthly Statistical Report

To: Mayor and City Council Members

From: Chief David M. Dryden

Date: June 1, 2015

Re: May 2015 Stats

Citations: 34

Written Warnings: 4

Towed Vehicles: 3

Custody Arrests: 5

- MONTHLY REPORT -

DATE: June 9, 2015
TO: City Council
FROM: Public Works Department

ITEM #1 As of July 1, 2015 Juan Hernandez will have completed his third year in the Utility Worker I position. Juan continues to display the attributes desired for someone in this position. Juan has also successfully completed all required training and testing for his Public Pesticide Applicator license per our recently revised Utility Worker I job description.

I recommend Juan be granted a step increase to Step E of the salary schedule per the personnel policy effective July 1, 2015.

ITEM #2 On the Consent Agenda is a Park Use Application for the Oregon Child Development Coalition to reserve Rivenes Park for their annual company picnic (see attached application) on Friday, August 7, 2015 from 8:00 a.m. to 4:00 p.m.

Public Works recommends Council approve the Oregon Child Development Coalition's application.

ITEM #3 Unfortunately we had a delay with the opening of the Splash Fountain due to equipment failure. The Chemtrol 250 unit can only be serviced by the manufacturer, and, at the time we are writing this report, we have not received an estimate or ETA of when we can expect to receive the repaired equipment back.

We also had to replace the 10 HP motor and do some minor repairs to the Berkeley 10 HP pump. The cost for both of these items was \$1,665.00.

ITEM #4 The 2014/15 street maintenance project was rescheduled for May 20-21, 2015. Staff worked directly with North Marion School District, First Student and the Contractor to arrange the street order of completion with the least-obtrusive timing for school busses picking up and dropping off students.

Overall the project went well, although we did have receive a fair number of calls from residents expressing a variety of questions, concerns or suggestions about the project. Staff worked diligently to respond to all questions and concerns, the majority of which ended with resident understanding and satisfaction. Public Works will take all concerns and suggestions into account when planning future street work, and if possible, will incorporate them into the process.

ITEM #5 Public Works will start painting the stop bars and crosswalks beginning June 1, 2015, weather permitting. Once Staff completes the white painting, we will immediately move to the yellow painting.

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 21 requests for locates for the month of May.



DIRECTOR OF ADMINISTRATION/CITY RECORDER MONTHLY REPORT

To: CITY COUNCIL
From: VICKIE NOGLE, MMC
Date: JUNE 2, 2015
RE: REPORT FOR JUNE 9, 2015, CITY COUNCIL MEETING

ADMINISTRATION

Kari Kurtz will have completed 6 months working for the City as of June 30, 2015. (*Her prior month's service was from March 2014 – July 2014*). Kari displays a strong willingness to learn and seek out answers to issues that arise. She is a team player and has no problem working on her own. She displays strong attributes as a Finance Director for the City. I recommend Kari be taken off of probation and granted a step increase to Step C of the current adopted Salary Schedule effective July 1, 2015.

I will be out of the office the week of June 15th – June 18th, the city staff has my personal cell phone number in case you need to get in contact with me or an emergency arises.

RESOLUTION 591-2015

There is a correction to the Exhibit of the Sewer Rate Resolution 591-2015 that was adopted May 12, 2015. The amount for the "Non-residential, Medium" should be **\$33.88** not \$35.88 as stated in the May resolution. A copy of the Exhibit with the correction is included in the packet and approval request is under the consent agenda.

PLANNING COMMISSION

At the June 16, 2015, Planning Commission meeting the Commission will review Development Review #2015-04, Cabinet Manufacturing, located at 2690 Industrial Avenue (41W33DD 303) – Mike Holleman.

NEWSLETTER

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

BUILDING PERMITS

6 building permit applications have been submitted from January - May 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	01/102/2015			JESUS PEREZ	3447 ELM STREET	
7	2/24/2015	3/19/2015	555-15-001438-STR	PBSL LLC	2994 SCHMIDT LANE	41W33DC 900
8	3/2/2015	3/30/2015	555-15-001509-fire	Fire Protection Service, Inc.	2360 Industrail Ave	41W33DD01100
9	3/25/2015	4/13/2015	555-15-002033-STR	Phil Gaboury	3533 Hoodview Drive	41W34CB 03000
10	Pending City Planning			Kirk Delgnan	3564Pacific Highway 99E	
11	5/14/2015			Schrier Living Trust	3624 Pacific Highway 99E	
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BUILDING PERMITS page 2

	Type of permit	Permit Amount	Receipt #	ROW	Receipt #	City Fee	SDC	Receipt #	EXISE TAX	Valuation
1	WAREHOUSE	\$ 2,236.84	43054	N/A	N/A	\$ 408.79	\$ 8,575.12	44173	4019.5	\$ 455,891.69
2	ADDITIONAL PAYMENT	\$ 2,607.32	44173							
3	ADD MANF HOME TO PARK	\$ 406.20	43052	N/A	N/A	\$ 57.00	N/A	N/A	\$ 864.00	\$ -
4	ADDITIONAL PAYMENT	\$ 864.00	\$ 43,103.00							
5	REMODEL OF EXISTING BUILDING	\$ 603.81	42947	N/A	N/A	\$ 61.30	N/A	N/A		\$ 35,000.00
6	ADDING BEDROOM	\$ 131.20	44825							
7	SIGN	\$ 131.20	45154							\$ 1,800.00
8	Fire Alarm	\$ 145.36	45395							
9	ADDITION BEDROOM & FOYER	\$ 145.36	46242	N/A	N/A	\$ 25.00	N/A	N/A		\$ 2,313.00
10	New Covered Deck for Business	\$ 131.20	46336							
11	Change of Use to Auto Sales									
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FINANCE MONTHLY REPORT – JUNE 2015

To: CITY COUNCIL
From: Kari Kurtz
Date: June 1, 2015
Re: June 9,, 2015 Council Meeting

Finance Reports & Notes:

1. The audit has been scheduled for the week of August 24th.
2. Included are the following reports for your review:
 - a. Accrual Leave Report
 - b. Revenue Analysis Report
 - c. Expense vs. Budget Report

Consent Agenda Reports:

1. Check listing for the month of May is 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

Payroll Accrual Register



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

User: kari kurtz

05/27/2015 - 11:47 AM

Date Range: 05/01/15 - 05/31/15

Accrual Type	Code	Beginning Balance	Accrued Hours	Additional Hours	Hours Taken	End Balance	Value	Notes
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Employee: ANDERSONC Chris Anderson
Department: PD

Anniversary Date: 05/01/2007

Comp Time	COMP	50.65	0.00	6.00	22.00	34.65	\$843.38	
Holiday	HOLIDAY	0.00	0.00	15.00	0.00	15.00	\$365.10	
Sick	S01	714.00	8.00	0.00	0.00	722.00		
Vacation	VAFTER01	136.67	10.00	0.00	0.00	146.67	\$3,569.95	

Total for ANDERSONC		901.32	18.00	21.00	22.00	918.32		
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Employee: ASTORGAL Lucy Astorga
Department: Admin

Anniversary Date: 07/01/2007

Comp Time	COMP	6.54	0.00	6.76	5.50	7.80	\$161.46	
Holiday	HOLIDAY	0.00	0.00	10.00	10.00	0.00	\$0.00	
Sick	S01	105.00	8.00	0.00	7.25	105.75		
Vacation	VAFTER01	45.31	10.00	0.00	10.00	45.31	\$937.92	

Total for ASTORGAL		156.85	18.00	16.76	32.75	158.86		
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Employee: BENTLEYG Glen Bentley
Department: PD

Anniversary Date: 02/01/2006

Comp Time	COMP	45.25	0.00	4.50	25.00	24.75	\$602.42	
Holiday	HOLIDAY	20.00	0.00	15.00	35.00	0.00	\$0.00	
Sick	S01	836.50	8.00	0.00	0.00	844.50		
Vacation	VAFTER01	219.52	10.00	0.00	0.00	229.52	\$5,586.52	

Total for BENTLEYG		1,121.27	18.00	19.50	60.00	1,098.77		
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Employee: DRYDEND David Dryden
Department: PD

Anniversary Date: 04/04/1980

Comp Time	COMP	22.00	0.00	4.50	0.00	26.50	\$909.48	
Holiday	HOLIDAY	0.00	0.00	10.00	10.00	0.00	\$0.00	
Sick	S01	495.00	8.00	0.00	3.00	500.00		
Vacation	VPRE2001	216.62	27.34	0.00	30.00	213.96	\$7,343.11	

Total for DRYDEND		733.62	35.34	14.50	43.00	740.46		
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Employee: ESTRADAJ Jaime Estrada
Department: PW

Anniversary Date: 07/08/1977

Comp Time	COMP	33.54	0.00	4.50	5.00	33.04	\$1,102.21	
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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	8.00	8.00	0.00	\$0.00	
Sick	S01	2,307.40	8.00	0.00	6.00	2,309.40		
Vacation	VPRE2001	314.22	28.68	0.00	0.00	342.90	\$11,439.14	
Total for ESTRADAJ		2,655.16	36.68	12.50	19.00	2,685.34		
Employee: GILLW William Gill					Anniversary Date: 04/01/1996			
Department: PD								
Comp Time	COMP	21.87	0.00	6.75	2.50	26.12	\$717.26	
Holiday	HOLIDAY	0.00	0.00	10.00	0.00	10.00	\$274.60	
Sick	S01	888.00	8.00	0.00	0.00	896.00		
Vacation	VPRE2001	221.61	16.68	0.00	0.00	238.29	\$6,543.44	
Total for GILLW		1,131.48	24.68	16.75	2.50	1,170.41		
Employee: HERNANDEZ Juan Hernandez					Anniversary Date: 03/01/2010			
Department: PW								
Comp Time	COMP	24.40	0.00	0.00	0.00	24.40	\$423.83	
Holiday	HOLIDAY	0.00	0.00	8.00	8.00	0.00	\$0.00	
Sick	S01	201.50	8.00	0.00	0.00	209.50		
Vacation	VAFTER01	194.28	10.00	0.00	0.00	204.28	\$3,548.34	
Vacation PT	VACPT	0.00	0.00	0.00	0.00	0.00	\$0.00	
Total for HERNANDEZ		420.18	18.00	8.00	8.00	438.18		
Employee: HOSTETLER Jess Hostetler					Anniversary Date: 03/01/2010			
Department: PW								
Comp Time	COMP	6.27	0.00	6.00	11.00	1.27	\$23.47	
Holiday	HOLIDAY	0.00	0.00	8.00	8.00	0.00	\$0.00	
Sick	S01	40.00	8.00	0.00	0.50	47.50		
Vacation	VAFTER01	37.64	10.00	0.00	0.00	47.64	\$880.39	
Total for HOSTETLER		83.91	18.00	14.00	19.50	96.41		
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	10.00	0.00	10.00	20.00	0.00	\$0.00	
Sick	S01	593.00	8.00	0.00	0.00	601.00		
Vacation	VAFTER01	60.19	10.00	0.00	2.50	67.69	\$1,373.43	
Total for HUSTONC		663.19	18.00	10.00	22.50	668.69		
Employee: KREBSM Michael Krebs					Anniversary Date: 09/01/1993			
Department: PW								
Comp Time	COMP	47.54	0.00	6.00	0.00	53.54	\$1,241.59	
Holiday	HOLIDAY	0.00	0.00	9.50	5.00	4.50	\$104.36	
Sick	S01	1,044.00	8.00	0.00	8.00	1,044.00		
Vacation	VPRE2001	311.25	18.00	0.00	8.00	321.25	\$7,449.79	

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		1,402.79	26.00	15.50	21.00	1,423.29	\$33,006.10		
Employee: KURTZK Kari Kurtz								Anniversary Date: 01/01/2015	
Department: Admin									
Comp Time	COMP	11.63	0.00	6.76	0.00	18.39	\$459.38		
Holiday	HOLIDAY	0.00	0.00	10.00	10.00	0.00	\$0.00		
Sick	S01	25.00	8.00	0.00	4.00	29.00			
Vacation	VAFTER01	0.00	0.00	0.00	0.00	0.00	\$0.00		
Total for KURTZK		36.63	8.00	16.76	14.00	47.39			
Employee: NELSON Grady Nelson								Anniversary Date: 11/01/2008	
Department: PD									
Comp Time	COMP	77.88	0.00	23.25	50.00	51.13	\$1,267.51		
Holiday	HOLIDAY	5.00	0.00	10.00	0.00	15.00	\$371.85		
Sick	S01	102.00	8.00	0.00	0.00	110.00			
Vacation	VAFTER01	95.80	10.00	0.00	0.00	105.80	\$2,622.78		
Total for NELSON		280.68	18.00	33.25	50.00	281.93			
Employee: NOGLEV Vickie Nogle								Anniversary Date: 09/08/1998	
Department: Admin									
Comp Time	COMP	22.09	0.00	6.76	0.75	28.10	\$909.04		
Holiday	HOLIDAY	0.00	0.00	10.00	10.00	0.00	\$0.00		
Sick	S01	416.75	8.00	0.00	0.00	424.75			
Vacation	VPRE2001	248.01	14.68	0.00	10.75	251.94	\$8,150.26		
Total for NOGLEV		686.85	22.68	16.76	21.50	704.79			
Employee: OLINGERM Melinda Olinger								Anniversary Date: 09/13/1999	
Department: PW									
Comp Time	COMP	54.75	0.00	0.00	0.00	54.75	\$1,155.23		
Holiday	HOLIDAY	0.00	0.00	10.00	10.00	0.00	\$0.00		
Sick	S01	646.50	8.00	0.00	2.00	652.50			
Vacation	VPRE2001	295.80	14.00	0.00	0.00	309.80	\$6,536.78		
Total for OLINGERM		997.05	22.00	10.00	12.00	1,017.05			
Employee: POMEROYD Darren Pomeroy								Anniversary Date: 09/01/2009	
Department: PD									
Comp Time	COMP	29.76	0.00	15.00	40.00	4.76	\$118.00		
Holiday	HOLIDAY	0.00	0.00	10.00	10.00	0.00	\$0.00		
Sick	S01	341.00	8.00	0.00	0.00	349.00			
Vacation	VAFTER01	260.80	10.00	0.00	20.00	250.80	\$6,217.33		
Total for POMEROYD		631.56	18.00	25.00	70.00	604.56			

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:	11,902.54	319.38	250.28	417.75	12,054.45		

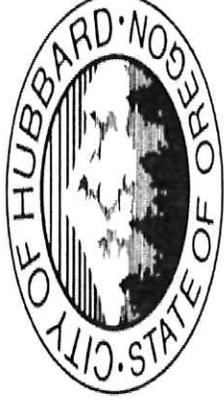
Notes: 1. Accrual has been capped. 2. Within two periods of reaching maximum allowed.
3. Accrual has met or exceeded the hours allowed to roll-over after the date specified on the accrual master.

General Ledger Revenue Analysis

User: kari kurtz

Printed: 05/27/2015 - 12:36 P

Period 1 to 11, 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					
100-000-3111	Property Taxes	651,000.00	654,821.99	654,821.99	(3,821.99)	100.59
100-000-3180	FF-Pref L D	0.00	70.11	70.11	(70.11)	0.00
100-000-3181	FF-PGE	95,000.00	102,699.19	102,699.19	(7,699.19)	108.10
100-000-3182	FF-Qwest	7,500.00	4,653.78	4,653.78	2,846.22	62.05
100-000-3183	FF-NW Natural	20,000.00	13,980.07	13,980.07	6,019.93	69.90
100-000-3184	FF-Cable TV	12,500.00	13,670.26	13,670.26	(1,170.26)	109.36
100-000-3185	FF-Allied Waste	18,500.00	23,665.22	23,665.22	(5,165.22)	127.92
100-000-3186	FF-Gervais Telephone	500.00	805.65	805.65	(305.65)	161.13
100-000-3301	Revenue Sharing	15,000.00	12,762.22	12,762.22	2,237.78	85.08
100-000-3302	CIG Tax	4,500.00	3,557.04	3,557.04	942.96	79.05
100-000-3303	OLCC Tax	45,000.00	38,735.16	38,735.16	6,764.84	85.13
100-000-3304	911 Tax	0.00	0.00	0.00	0.00	0.00
100-000-3305	School Excise Revenue	6,700.00	342.14	342.14	6,357.86	5.11
100-000-3415	General Service Fee	132,600.00	129,922.84	129,922.84	2,677.16	97.98
100-000-3601	Miscellaneous Revenue	10,000.00	932.35	932.35	9,067.65	9.32
100-000-3611	Interest Income	1,500.00	5,569.25	5,569.25	(4,069.25)	371.28
100-001-3112	Delinq Prop Taxes	25,000.00	24,895.66	24,895.66	104.34	99.58
100-001-3211	Business Registrations	4,500.00	4,850.00	4,850.00	(350.00)	107.78
100-001-3401	Lien Search	2,000.00	3,240.00	3,240.00	(1,240.00)	162.00
100-001-3402	Business OLCC Fee	210.00	210.00	210.00	0.00	100.00
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	720.00	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	1,470.00	1,470.00	(170.00)	113.08
100-002-3402	Vehicle Impound	15,000.00	15,000.00	15,000.00	0.00	100.00
100-002-3403	Police Reports	800.00	510.00	510.00	290.00	63.75
100-002-3404	Sale Of Surp Prop	0.00	2,357.21	2,357.21	(2,357.21)	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	2,137.00	2,137.00	(1,137.00)	213.70

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	87.43	87.43	4,912.57	1.75
100-002-3644	PD Training Rev	2,700.00	2,380.00	2,380.00	320.00	88.15
100-003-3401	Municipal Court	70,000.00	85,880.96	85,880.96	(15,880.96)	122.69
100-003-3402	Marion County Court	24,000.00	24,348.25	24,348.25	(348.25)	101.45
100-003-3404	Collections	0.00	0.00	0.00	0.00	0.00
100-003-3405	Temp Offense Surcharge	1,000.00	626.41	626.41	373.59	62.64
100-003-3611	Collections Interest	1,900.00	4,661.53	4,661.53	(2,761.53)	245.34
100-005-3401	Land Use Fees	15,000.00	30,245.87	30,245.87	(15,245.87)	201.64
100-005-3402	Building Permits	10,000.00	8,974.43	8,974.43	1,025.57	89.74
100-391-3910	Transfer In -Water FFees	21,250.00	21,250.00	21,250.00	0.00	100.00
100-391-3912	Transfer In Sewer FFees	20,750.00	20,750.00	20,750.00	0.00	100.00
100-391-3914	Transfer In- SDC Admin	689.00	961.00	961.00	(272.00)	139.48
100-391-3920	Trans In - OP OH	79,430.00	67,054.00	67,054.00	12,376.00	84.42
100-399-9999	Beginning Fund Balance	107,162.00	0.00	0.00	107,162.00	0.00
	100 Totals:	1,459,491.00	1,328,797.02	1,328,797.02	130,693.98	91.05
121	STREET FUND					
121-000-3190	Gas Tax	129,500.00	106,829.56	106,829.56	22,670.44	82.49
121-000-3407	Transportation Utility	73,788.00	74,790.55	74,790.55	(1,002.55)	101.36
121-000-3408	Row Permits	400.00	810.00	810.00	(410.00)	202.50
121-000-3554	Assessment Principal	0.00	0.00	0.00	0.00	0.00
121-000-3601	Miscellaneous Revenue	100.00	717.65	717.65	(617.65)	717.65
121-000-3611	Interest Income	500.00	139.81	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	183,287.57	183,287.57	134,544.43	57.67
122	STREET CONSTRUCTION FUND					
122-000-3190	Gas Tax	55,500.00	45,784.08	45,784.08	9,715.92	82.49
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	SDC Administration	164.00	77.28	77.28	86.72	47.12
122-000-3551	SDC-Improvement	2,660.00	1,519.84	1,519.84	1,140.16	57.14
122-000-3554	Assessment Principal	572.00	1,072.58	1,072.58	(500.58)	187.51
122-000-3601	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
122-000-3611	Interest Income	600.00	314.03	314.03	285.97	52.34
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	48,767.81	48,767.81	193,248.19	20.15
	RESERVE FUND					
123-000-3611	Interest	0.00	77.85	77.85	(77.85)	0.00
123-000-3642	Donations	0.00	0.00	0.00	0.00	0.00
123-391-0100	Trans From-General	37,200.00	40,294.00	40,294.00	(3,094.00)	108.32
123-391-0121	Trans From-Streets	6,821.00	6,939.00	6,939.00	(118.00)	101.73
123-391-0201	Trans From-Sewer	5,182.00	5,898.00	5,898.00	(716.00)	113.82
123-391-0205	Trans From-Water	8,182.00	8,898.00	8,898.00	(716.00)	108.75
123-399-9999	Beginning Fund Balance	107,848.00	0.00	0.00	107,848.00	0.00
123	Totals:	165,233.00	62,106.85	62,106.85	103,126.15	37.59
	PARK IMPROVEMENT FUND					
125	Totals:	15,000.00	12,762.22	12,762.22	2,237.78	85.08
125-000-3301	State Shared Revenue	142,940.00	0.00	0.00	142,940.00	0.00
125-000-3341	State Parks Dept. Grant	2,987.00	0.00	0.00	2,987.00	0.00
125-000-3551	SDC-Improvement	466.00	0.00	0.00	466.00	0.00
125-000-3552	SDC-Reimbursement	144.00	0.00	0.00	144.00	0.00
125-000-3554	SDC-Administration	100.00	500.00	500.00	(400.00)	500.00
125-000-3601	Miscellaneous Revenue	300.00	206.05	206.05	93.95	68.68
125-000-3611	Interest Income	1,000.00	0.00	0.00	1,000.00	0.00
125-000-3642	Donations	0.00	0.00	0.00	0.00	0.00
125-391-0100	Trans From-General	0.00	0.00	0.00	0.00	0.00
125-391-0123	Trans From-Reserve	0.00	0.00	0.00	0.00	0.00
125-399-9999	Beginning Fund Balance	165,313.00	0.00	0.00	165,313.00	0.00
125	Totals:	328,250.00	13,468.27	13,468.27	314,781.73	4.10
	SEWER UTILITY FUND					
201	Totals:	0.00	0.00	0.00	0.00	0.00
201-000-3403	Reconnect Fee	361,680.00	400,006.89	400,006.89	(38,326.89)	110.60
201-000-3441	Service Charges Sewer	0.00	0.00	0.00	0.00	0.00
201-000-3442	Connection Chgs Sewer	0.00	1.60	1.60	(1.60)	0.00
201-000-3601	Miscellaneous Revenue	250.00	3.09	3.09	246.91	1.24
201-000-3611	Interest Income	73,571.00	0.00	0.00	73,571.00	0.00
201-399-9999	Beginning Fund Balance					
201	Totals:	435,501.00	400,011.58	400,011.58	35,489.42	91.85
	SEWER CONSTRUCTION FUND					
202	Totals:	146,916.00	108,968.48	108,968.48	37,947.52	74.17
202-000-3550	Wastewater Reuse Revenue					

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
202-000-3551	SDC-Improvement	1,034.00	1,034.00	1,034.00	0.00	100.00
202-000-3552	SDC-Reimbursement	2,900.00	2,900.00	2,900.00	0.00	100.00
202-000-3554	SDC-Administration	271.00	1.00	1.00	270.00	0.37
202-000-3601	Miscellaneous Revenue	0.00	42,882.88	42,882.88	(42,882.88)	0.00
202-000-3611	Interest Income	500.00	132.35	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	155,918.71	155,918.71	215,871.29	41.94
203	SEWER BOND FUND					
203-000-3601	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
203-000-3611	Interest Income	200.00	17.94	17.94	182.06	8.97
203-391-0201	Trans From-Sewer	29,696.00	29,048.00	29,048.00	648.00	97.82
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	29,065.94	29,065.94	64,343.06	31.12
205	WATER UTILITY FUND					
205-000-3401	Service Charges Water	378,000.00	366,931.04	366,931.04	11,068.96	97.07
205-000-3402	Connection Chgs Water	0.00	817.40	817.40	(817.40)	0.00
205-000-3403	Reconnection Fee	5,500.00	5,034.96	5,034.96	465.04	91.54
205-000-3404	Sale Of Surp Prop	0.00	0.00	0.00	0.00	0.00
205-000-3601	Miscellaneous Revenue	10,000.00	12,353.38	12,353.38	(2,353.38)	123.53
205-000-3611	Interest Income	450.00	21.25	21.25	428.75	4.72
205-000-3612	Refunds - UB	0.00	0.00	0.00	0.00	0.00
205-000-3620	Lease-Water Tower	7,200.00	5,989.50	5,989.50	1,210.50	83.19
205-000-3622	Verzion Lease	14,400.00	8,400.00	8,400.00	6,000.00	58.33
205-399-9999	Beginning Fund Balance	69,450.00	0.00	0.00	69,450.00	0.00
	205 Totals:	485,000.00	399,547.53	399,547.53	85,452.47	82.38
206	WATER CONSTRUCTION FUND					
206-000-3550	Water Static Revenue	51,888.00	38,144.47	38,144.47	13,743.53	73.51
206-000-3551	SDC-Improvement	337.00	674.00	674.00	(337.00)	200.00
206-000-3552	SDC-Reimbursement	2,162.00	4,324.00	4,324.00	(2,162.00)	200.00
206-000-3554	SDC-Administration	274.00	0.00	0.00	274.00	0.00
206-000-3611	Interest Income	400.00	184.16	184.16	215.84	46.04
206-391-0251	Trans From-Water	0.00	0.00	0.00	0.00	0.00
206-399-9999	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	43,326.63	43,326.63	268,559.37	13.89
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	19.27	19.27	130.73	12.85
207-391-0251	Trans From-Water	58,270.00	63,275.00	63,275.00	(5,005.00)	108.59
207-399-9999	Beginning Fund Balance	119,807.00	0.00	0.00	119,807.00	0.00
	207 Totals:	178,227.00	63,294.27	63,294.27	114,932.73	35.51
	Report Totals:	4,388,635.00	2,727,592.18	2,727,592.18	1,661,042.82	62.15

General Ledger

Expenses vs. Budget

User: kari kurtz

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Period 1 to 11, 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	37,012.31	37,012.31	(37,012.31)	0.00
100-410-1102	Finance Director	0.00	10,299.58	10,299.58	(10,299.58)	0.00
100-410-1105	Administrative Assistant	0.00	5,919.01	5,919.01	(5,919.01)	0.00
	Salaries and Wages	68,032.00	53,230.90	53,230.90	14,801.10	21.75
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	18,026.95	18,026.95	(18,026.95)	0.00
100-410-4120	EB-Insurance (life & disab)	0.00	203.87	203.87	(203.87)	0.00
100-410-4150	EB-Employer Taxes	0.00	4,146.13	4,146.13	(4,146.13)	0.00
100-410-4170	EB-PERS	0.00	9,840.39	9,840.39	(9,840.39)	0.00
100-410-4190	EB-Workers Comp	0.00	(867.90)	(867.90)	867.90	0.00
	Employee Benefits	45,340.00	31,349.44	31,349.44	13,990.56	30.85
E02	Materials & Services					
100-410-5100	PROFESSIONAL SERVICES	37,708.00	34,107.93	34,107.93	3,600.07	9.54
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	16,084.25	16,084.25	165.75	1.02
100-410-6100	BUILDING MAINT & SUPPLIE	5,165.00	2,292.29	2,292.29	2,872.71	55.61
100-410-6200	RENTALS AND LEASES	2,430.00	1,746.01	1,746.01	683.99	28.14
100-410-6300	INSURANCE	7,471.00	7,201.22	7,201.22	269.78	3.61

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
100-410-6400	ADVERTISING & RECRUITM	2,000.00	305.10	305.10	1,694.90	84.74
100-410-6500	TRAINING & MEMBERSHIPS	9,062.00	6,677.64	6,677.64	2,384.36	26.31
100-410-6600	OFFICE SUPPLIES & MISC EX	7,500.00	5,452.20	5,452.20	2,047.80	27.30
100-410-6700	EQUIP MAINT & SUPPLIES	4,150.00	2,034.98	2,034.98	2,115.02	50.96
100-410-6800	UNIFORMS	200.00	0.00	0.00	200.00	100.00
100-410-6900	UTILITIES	6,050.00	5,085.24	5,085.24	964.76	15.94
	Materials & Services	98,636.00	81,238.09	81,238.09	17,397.91	17.63
	100-410 Totals:	212,008.00	165,818.43	165,818.43	46,189.57	21.78
	COURT EXPENDITURES					
D01	Salaries and Wages	22,284.00	0.00	0.00	22,284.00	100.00
100-412-1100	SALARIES AND WAGES	0.00	3,701.28	3,701.28	(3,701.28)	0.00
100-412-1101	City Recorder	0.00	1,544.95	1,544.95	(1,544.95)	0.00
100-412-1102	Finance Director	0.00	13,811.24	13,811.24	(13,811.24)	0.00
100-412-1105	Administrative Assistant	1,000.00	903.72	903.72	96.28	9.62
100-412-1111	Interpreter	750.00	180.00	180.00	570.00	76.00
100-412-1112	Bailiff					
	Salaries and Wages	24,034.00	20,141.19	20,141.19	3,892.81	16.19
	Employee Benefits					
D02	EMPLOYEE BENEFITS	16,475.00	0.00	0.00	16,475.00	100.00
100-412-4100	EB-Medical & Dental	0.00	9,290.72	9,290.72	(9,290.72)	0.00
100-412-4110	EB-Insurance (life & disab)	0.00	72.44	72.44	(72.44)	0.00
100-412-4120	EB-Employer Taxes	0.00	1,561.89	1,561.89	(1,561.89)	0.00
100-412-4150	EB-PERS	0.00	3,664.66	3,664.66	(3,664.66)	0.00
100-412-4170	EB-Workers Comp	0.00	(114.20)	(114.20)	114.20	0.00
100-412-4190						
	Employee Benefits	16,475.00	14,475.51	14,475.51	1,999.49	12.13
	Materials & Services					
E02	PROFESSIONAL SERVICES	8,158.00	8,016.22	8,016.22	141.78	1.73
100-412-5100	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	100.00
100-412-6100	BUILDING MAINT & SUPPLIE	690.00	271.60	271.60	418.40	60.63
100-412-6200	RENTALS AND LEASES	520.00	377.11	377.11	142.89	27.47
100-412-6300	INSURANCE	390.00	408.76	408.76	(18.76)	0.00
100-412-6400	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6500	TRAINING & MEMBERSHIPS	1,000.00	594.04	594.04	405.96	40.59
100-412-6600	OFFICE SUPPLIES & MISC EX	900.00	789.33	789.33	110.67	12.29
100-412-6700	EQUIP MAINT & SUPPLIES	550.00	6.60	6.60	543.40	98.80
100-412-6900	UTILITIES	1,950.00	1,655.34	1,655.34	294.66	15.11

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	Materials & Services	14,308.00	12,119.00	12,119.00	2,189.00	2,189.00
	100-412 Totals:	54,817.00	46,735.70	46,735.70	8,081.30	8,081.30
	COUNCIL EXPENDITURES					
	Materials & Services	3,000.00	2,903.56	2,903.56	96.44	96.44
	PROFESSIONAL SERVICES	3,000.00	2,089.24	2,089.24	910.76	910.76
	OPERATIONAL SUPPLIES	1,000.00	95.00	95.00	905.00	905.00
	TRAINING & MEMBERSHIPS					
	Materials & Services	7,000.00	5,087.80	5,087.80	1,912.20	1,912.20
	100-413 Totals:	7,000.00	5,087.80	5,087.80	1,912.20	1,912.20
	COM DEV EXPENDITURES					
	Salaries and Wages	12,744.00	0.00	0.00	12,744.00	12,744.00
	SALARIES AND WAGES	0.00	9,253.34	9,253.34	(9,253.34)	(9,253.34)
	City Recorder	0.00	1,287.46	1,287.46	(1,287.46)	(1,287.46)
	Finance Director	0.00	0.00	0.00	0.00	0.00
	Administrative Assistant					
	Salaries and Wages	12,744.00	10,540.80	10,540.80	2,203.20	2,203.20
	Employee Benefits	8,343.00	0.00	0.00	8,343.00	8,343.00
	EMPLOYEE BENEFITS	0.00	3,498.77	3,498.77	(3,498.77)	(3,498.77)
	EB-Medical & Dental	0.00	43.07	43.07	(43.07)	(43.07)
	EB-Insurance (life & disab)	0.00	827.59	827.59	(827.59)	(827.59)
	EB-Employer Taxes	0.00	2,172.75	2,172.75	(2,172.75)	(2,172.75)
	EB-PERS	0.00	39.66	39.66	(39.66)	(39.66)
	EB-Workers Comp					
	Employee Benefits	8,343.00	6,581.84	6,581.84	1,761.16	1,761.16
	Materials & Services	10,000.00	11,964.72	11,964.72	(1,964.72)	(1,964.72)
	PROFESSIONAL SERVICES	24,832.00	25,279.59	25,279.59	(447.59)	(447.59)
	INTERGOVERNMENTAL SERVI	2,049.00	0.00	0.00	2,049.00	2,049.00
	TRAINING & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
	UTILITIES					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	Materials & Services	36,881.00	37,244.31	37,244.31	(363.31)	0.00
	100-419 Totals:	57,968.00	54,366.95	54,366.95	3,601.05	6.21
D01	POLICE EXPENDITURES					
100-421-1100	Salaries and Wages	397,450.00	0.00	0.00	397,450.00	100.00
100-421-1101	SALARIES AND WAGES	0.00	1,233.77	1,233.77	(1,233.77)	0.00
100-421-1102	City Recorder	0.00	514.83	514.83	(514.83)	0.00
100-421-1103	Finance Director	0.00	65,951.60	65,951.60	(65,951.60)	0.00
100-421-1105	Chief Of Police	0.00	38,687.00	38,687.00	(38,687.00)	0.00
100-421-1106	Administrative Assistant	0.00	247,994.66	247,994.66	(247,994.66)	0.00
100-421-1110	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	370,053.61	370,053.61	27,396.39	6.89
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	137,402.80	137,402.80	(137,402.80)	0.00
100-421-4120	EB-Insurance (life & disab)	0.00	1,441.91	1,441.91	(1,441.91)	0.00
100-421-4150	EB-Employer Taxes	0.00	28,837.39	28,837.39	(28,837.39)	0.00
100-421-4170	EB-PERS	0.00	65,965.17	65,965.17	(65,965.17)	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	242,110.72	242,110.72	19,857.28	7.58
E02	Materials & Services					
100-421-5100	PROFESSIONAL SERVICES	9,710.00	14,399.92	14,399.92	(4,689.92)	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	2,828.54	2,828.54	6,921.46	70.98
100-421-5400	INTERGOVERNMENTAL SER	64,120.00	60,203.24	60,203.24	3,916.76	6.10
100-421-5500	PROGRAM & GRANT EXPEN	17,000.00	173.08	173.08	16,826.92	98.98
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	2,988.97	2,988.97	201.03	6.30
100-421-6200	RENTALS AND LEASES	2,640.00	1,652.27	1,652.27	987.73	37.41
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	9,330.65	9,330.65	9,269.35	49.83

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	0.00	85.74
100-452-5300	OPERATIONAL SUPPLIES	8,000.00	6,670.89	6,670.89	0.00	16.61
100-452-6100	BUILDING MAINT & SUPPLIE	3,900.00	4,520.08	4,520.08	0.00	0.00
100-452-6200	RENTALS AND LEASES	700.00	301.36	301.36	0.00	56.94
100-452-6300	INSURANCE	2,800.00	2,861.35	2,861.35	0.00	0.00
100-452-6400	ADVERTISING & RECRUITM	100.00	0.00	0.00	0.00	100.00
100-452-6500	TRAINING & MEMBERSHIPS	1,100.00	2,263.20	2,263.20	0.00	0.00
100-452-6600	OFFICE SUPPLIES & MISC EX	700.00	525.10	525.10	0.00	24.98
100-452-6700	EQUIP MAINT & SUPPLIES	7,300.00	6,404.41	6,404.41	0.00	12.26
100-452-6800	UNIFORMS	400.00	439.89	439.89	0.00	0.00
100-452-6900	UTILITIES	4,100.00	3,975.34	3,975.34	0.00	3.04
	Materials & Services	32,800.00	30,871.98	30,871.98	0.00	5.87
	100-452 Totals:	139,919.00	129,221.80	129,221.80	0.00	7.64
100-491 E06	Transfers Out	0.00	0.00	0.00	0.00	0.00
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	40,294.00	40,294.00	0.00	0.00
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	40,294.00	40,294.00	0.00	0.00
	100-491 Totals:	37,200.00	40,294.00	40,294.00	0.00	0.00
100-900 E07	Contingency	65,009.00	0.00	0.00	0.00	100.00
100-900-9900	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
100-900-9990	Unappropriated EFB	65,009.00	0.00	0.00	0.00	0.00
	Contingency	65,009.00	0.00	0.00	0.00	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	1,221,807.57	1,221,807.57	237,683.43	16.28
121	STREET FUND					
121-431	Salaries and Wages	73,210.00	0.00	0.00	73,210.00	100.00
D01	SALARIES AND WAGES	0.00	3,084.51	3,084.51	(3,084.51)	0.00
121-431-1100	City Recorder	0.00	3,862.38	3,862.38	(3,862.38)	0.00
121-431-1101	Finance Director	0.00	11,740.51	11,740.51	(11,740.51)	0.00
121-431-1102	Public Works Super	0.00	13,899.26	13,899.26	(13,899.26)	0.00
121-431-1104	Administrative Assistant	0.00	17,011.22	17,011.22	(17,011.22)	0.00
121-431-1105	Utility Worker 1	0.00	0.00	0.00	0.00	0.00
121-431-1107	PW Admin Assistant	0.00	14,193.25	14,193.25	(14,193.25)	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	0.00	0.00	0.00	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						
Salaries and Wages		73,210.00	63,791.13	63,791.13	9,418.87	12.86
D02	Employee Benefits	58,068.00	0.00	0.00	58,068.00	100.00
121-431-4100	EMPLOYEE BENEFITS	0.00	31,529.48	31,529.48	(31,529.48)	0.00
121-431-4110	EB-Medical & Dental	0.00	262.35	262.35	(262.35)	0.00
121-431-4120	EB-Insurance (life & disab)	0.00	4,975.01	4,975.01	(4,975.01)	0.00
121-431-4150	EB-Employer Taxes	0.00	12,876.54	12,876.54	(12,876.54)	0.00
121-431-4170	EB-PERS	0.00	2,264.67	2,264.67	(2,264.67)	0.00
121-431-4190	EB-Workers Comp	0.00				0.00
Employee Benefits		58,068.00	51,908.05	51,908.05	6,159.95	10.60
E02	Materials & Services	11,100.00	7,287.34	7,287.34	3,812.66	34.34
121-431-5100	PROFESSIONAL SERVICES	13,000.00	12,084.21	12,084.21	915.79	7.04
121-431-5200	CONTRACTED SUPPORT	200.00	49.97	49.97	150.03	75.01
121-431-5300	OPERATIONAL SUPPLIES	15,000.00	8,211.91	8,211.91	6,788.09	45.25
121-431-5500	PROGRAM & GRANT EXPEN	1,500.00	508.12	508.12	991.88	66.12
121-431-6100	BUILDING MAINT & SUPPLIE	800.00	234.08	234.08	565.92	70.74
121-431-6200	RENTALS AND LEASES	2,000.00	2,043.82	2,043.82	(43.82)	0.00
121-431-6300	INSURANCE	100.00	0.00	0.00	100.00	100.00
121-431-6400	ADVERTISING & RECRUITM	1,000.00	1,848.41	1,848.41	(848.41)	0.00
121-431-6500	TRAINING & MEMBERSHIPS	2,230.00	1,334.82	1,334.82	895.18	40.14
121-431-6600	OFFICE SUPPLIES & MISC EX					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
121-431-6700	EQUIP MAINT & SUPPLIES	7,000.00	2,500.13	2,500.13	4,499.87	64.28
121-431-6800	UNIFORMS	300.00	90.75	90.75	209.25	69.75
121-431-6900	UTILITIES	36,200.00	30,904.89	30,904.89	5,295.11	14.62
	Materials & Services	90,430.00	67,098.45	67,098.45	23,331.55	25.80
	121-431 Totals:	221,708.00	182,797.63	182,797.63	38,910.37	17.55
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	6,939.00	6,939.00	(118.00)	0.00
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	19,099.00	19,099.00	3,451.00	15.30
	Transfers Out	29,371.00	26,038.00	26,038.00	3,333.00	11.34
	121-491 Totals:	29,371.00	26,038.00	26,038.00	3,333.00	11.34
121-900	(No Description)					
E07	Contingency					
121-900-9900	CONTINGENCY	66,753.00	0.00	0.00	66,753.00	100.00
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	100.00
	121-900 Totals:	66,753.00	0.00	0.00	66,753.00	100.00
	121 Totals:	317,832.00	208,835.63	208,835.63	108,996.37	34.29

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	9,688.70	9,688.70	197,731.30	95.32
	Capital Outlay	207,420.00	9,688.70	9,688.70	197,731.30	95.32
	122-431 Totals:	211,320.00	9,688.70	9,688.70	201,631.30	95.41
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	9,688.70	9,688.70	232,327.30	95.99

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	0.00	100.00
123-419-7505	Backhoe	31,500.00	0.00	0.00	0.00	100.00
123-419-7506	Pub Wrks Trac/Mower	12,050.00	0.00	0.00	0.00	100.00
123-419-7515	Plotter	10,000.00	0.00	0.00	0.00	100.00
123-419-7710	Pub Wrks Pick Up	26,954.00	0.00	0.00	0.00	100.00
123-419-7712	Springbrook	5,596.00	6,000.00	6,000.00	0.00	0.00
123-419-7725	Server	6,880.00	0.00	0.00	0.00	(404.00)
123-419-7726	City Hall Siding	13,858.00	0.00	0.00	0.00	6,880.00
123-419-7727	City Hall Carpet	1,495.00	0.00	0.00	0.00	13,858.00
123-419-7740	Police Vehicle	47,000.00	39,740.63	39,740.63	0.00	1,495.00
						7,259.37
	Capital Outlay	165,233.00	45,740.63	45,740.63	0.00	119,492.37
						72.31
123-419 Totals:		165,233.00	45,740.63	45,740.63	0.00	119,492.37
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	0.00	0.00	0.00	0.00	0.00
	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	45,740.63	45,740.63	0.00	119,492.37
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	0.00	99.99
						289,987.02
	Capital Outlay	290,000.00	12.98	12.98	0.00	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	(No Description)					
E06	Transfers Out					
125-491-8000	TRANSFERS OUT	144.00	144.00	144.00	0.00	0.00
	Transfers Out	144.00	144.00	144.00	0.00	0.00
	125-491 Totals:	144.00	144.00	144.00	0.00	0.00
125-900	(No Description)					
E07	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	156.98	156.98	328,093.02	99.95
	SEWER UTILITY FUND					
201	Salaries and Wages					
201-432	SALARIES AND WAGES	99,409.00	0.00	0.00	99,409.00	100.00
D01	City Recorder	0.00	3,084.51	3,084.51	(3,084.51)	0.00
201-432-1100	Finance Director	0.00	3,862.38	3,862.38	(3,862.38)	0.00
201-432-1101	Public Works Super	0.00	22,176.58	22,176.58	(22,176.58)	0.00
201-432-1102	Administrative Assistant	0.00	15,872.15	15,872.15	(15,872.15)	0.00
201-432-1103	Utility Worker 1	0.00	35,239.02	35,239.02	(35,239.02)	0.00
201-432-1104	PW Admin Assistant	0.00	0.00	0.00	0.00	0.00
201-432-1105	PW Maintenance PT	0.00	5,322.40	5,322.40	(5,322.40)	0.00
201-432-1106	Utility Worker 2	0.00	0.00	0.00	0.00	0.00
201-432-1107	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	85,557.04	85,557.04	13,851.96	13.93
D02	Employee Benefits					
201-432-4100	EMPLOYEE BENEFITS	77,671.00	0.00	0.00	77,671.00	100.00
201-432-4110	EB-Medical & Dental	0.00	38,393.15	38,393.15	(38,393.15)	0.00
201-432-4120	EB-Insurance (life & disab)	0.00	347.86	347.86	(347.86)	0.00
201-432-4150	EB-Employer Taxes	0.00	6,714.12	6,714.12	(6,714.12)	0.00
201-432-4170	EB-PERS	0.00	18,496.40	18,496.40	(18,496.40)	0.00
201-432-4190	EB-Workers Comp	0.00	766.76	766.76	(766.76)	0.00
	Employee Benefits	77,671.00	64,718.29	64,718.29	12,952.71	16.67
E02	Materials & Services					
201-432-5100	PROFESSIONAL SERVICES	13,800.00	10,010.95	10,010.95	3,789.05	27.45
201-432-5200	CONTRACTED SUPPORT	24,300.00	4,278.77	4,278.77	20,021.23	82.39
201-432-5300	OPERATIONAL SUPPLIES	5,000.00	6,703.43	6,703.43	(1,703.43)	0.00
201-432-6100	BUILDING MAINT & SUPPLIE	2,400.00	3,212.15	3,212.15	(812.15)	0.00
201-432-6200	RENTALS AND LEASES	1,500.00	1,120.05	1,120.05	379.95	25.33
201-432-6300	INSURANCE	2,230.00	2,043.82	2,043.82	186.18	8.34
201-432-6400	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
201-432-6500	TRAINING & MEMBERSHIPS	5,600.00	5,098.52	5,098.52	501.48	8.95
201-432-6600	OFFICE SUPPLIES & MISC EX	4,100.00	5,293.24	5,293.24	(1,193.24)	0.00
201-432-6700	EQUIP MAINT & SUPPLIES	18,000.00	14,276.93	14,276.93	3,723.07	20.68
201-432-6800	UNIFORMS	500.00	181.48	181.48	318.52	63.70
201-432-6900	UTILITIES	38,700.00	37,722.58	37,722.58	977.42	2.52
	Materials & Services	116,230.00	89,941.92	89,941.92	26,288.08	22.61
	201-432 Totals:	293,310.00	240,217.25	240,217.25	53,092.75	18.10
201-491	Materials & Services					
E02	Franchise Fee	20,750.00	20,750.00	20,750.00	0.00	0.00
201-491-8601	Materials & Services	20,750.00	20,750.00	20,750.00	0.00	0.00
E06	Transfers Out					
201-491-8001	Trans To Street Fund	0.00	0.00	0.00	0.00	0.00
201-491-8002	Trans To Street Const	0.00	0.00	0.00	0.00	0.00
201-491-8003	Trans To Reserve Fund	5,182.00	5,898.00	5,898.00	(716.00)	0.00

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	29,048.00	29,048.00	648.00	648.00
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	25,968.00	25,968.00	3,865.00	3,865.00
	Transfers Out	64,711.00	60,914.00	60,914.00	3,797.00	3,797.00
	201-491 Totals:	85,461.00	81,664.00	81,664.00	3,797.00	3,797.00
201-900	(No Description)					
E07	Contingency					
201-900-9900	CONTINGENCY	56,730.00	0.00	0.00	56,730.00	56,730.00
201-900-9990	Unappropriated EFB	0.00	0.00	0.00	0.00	0.00
	Contingency	56,730.00	0.00	0.00	56,730.00	56,730.00
	201-900 Totals:	56,730.00	0.00	0.00	56,730.00	56,730.00
	201 Totals:	435,501.00	321,881.25	321,881.25	113,619.75	113,619.75
202	SEWER CONSTRUCTION FU					
202-432						
E02	Materials & Services	130,000.00	0.00	0.00	130,000.00	130,000.00
202-432-5100	PROFESSIONAL SERVICES					
	Materials & Services	130,000.00	0.00	0.00	130,000.00	130,000.00
	202-432 Totals:	130,000.00	0.00	0.00	130,000.00	130,000.00
202-491	Transfers Out					
E06	TRANSFERS OUT	271.00	0.00	0.00	271.00	271.00
202-491-8000						

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	271.00
	202-491 Totals:	271.00	0.00	0.00	271.00	271.00
202-900 E07	(No Description) Contingency					
202-900-9900	CONTINGENCY	241,519.00	0.00	0.00	241,519.00	241,519.00
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	241,519.00
	202-900 Totals:	241,519.00	0.00	0.00	241,519.00	241,519.00
	202 Totals:	371,790.00	0.00	0.00	371,790.00	371,790.00
	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	238.00	238.00
203-432-9002	Loan Principal	39,755.00	39,145.00	39,145.00	610.00	610.00
	Debt Service	55,334.00	54,486.00	54,486.00	848.00	848.00
	203-432 Totals:	55,334.00	54,486.00	54,486.00	848.00	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	38,075.00

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	3,084.51	3,084.51	(3,084.51)	0.00
	Finance Director	0.00	3,862.38	3,862.38	(3,862.38)	0.00
	Public Works Super	0.00	19,567.53	19,567.53	(19,567.53)	0.00
	Administrative Assistant	0.00	19,818.38	19,818.38	(19,818.38)	0.00
	Utility Worker 1	0.00	15,130.81	15,130.81	(15,130.81)	0.00
	PW Admin Assistant	0.00	0.00	0.00	0.00	0.00
	PW Maintenance PT	0.00	3,548.42	3,548.42	(3,548.42)	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	65,012.03	65,012.03	12,925.97	16.58
	Employee Benefits					
	EMPLOYEE BENEFITS					
	EB-Medical & Dental	0.00	29,758.22	29,758.22	(29,758.22)	0.00
	EB-Insurance (life & disab)	0.00	264.63	264.63	(264.63)	0.00
	EB-Employer Taxes	0.00	5,069.03	5,069.03	(5,069.03)	0.00
	EB-PERS	0.00	13,431.88	13,431.88	(13,431.88)	0.00
	EB-Workers Comp	0.00	643.46	643.46	(643.46)	0.00
	Employee Benefits	58,681.00	49,167.22	49,167.22	9,513.78	16.21
	Materials & Services					
	PROFESSIONAL SERVICES	16,900.00	16,051.31	16,051.31	848.69	5.02
	CONTRACTED SUPPORT	12,000.00	6,313.88	6,313.88	5,686.12	47.38
	OPERATIONAL SUPPLIES	15,500.00	14,644.99	14,644.99	855.01	5.51
	BUILDING MAINT & SUPPLIE	2,000.00	1,915.02	1,915.02	84.98	4.24
	RENTALS AND LEASES	2,000.00	1,156.88	1,156.88	843.12	42.15
	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	4,382.93	4,382.93	1,017.07	18.83
205-461-6600	OFFICE SUPPLIES & MISC EX	10,000.00	2,899.60	2,899.60	7,100.40	71.00
205-461-6700	EQUIP MAINT & SUPPLIES	16,500.00	6,417.94	6,417.94	10,082.06	61.10
205-461-6800	UNIFORMS	600.00	181.48	181.48	418.52	69.75
205-461-6900	UTILITIES	37,700.00	32,369.81	32,369.81	5,330.19	14.13
	Materials & Services	129,293.00	96,552.94	96,552.94	32,740.06	25.32
	205-461 Totals:	265,912.00	210,732.19	210,732.19	55,179.81	20.75
205-491	Transfers Out					
E06	Trans To Street Fund	0.00	0.00	0.00	0.00	0.00
205-491-8001	Trans To Street Const	0.00	0.00	0.00	0.00	0.00
205-491-8002	Trans To Reserve Fund	8,182.00	8,898.00	8,898.00	(716.00)	(716.00)
205-491-8003	Trans To Sewer Fund	0.00	0.00	0.00	0.00	0.00
205-491-8004	Trans To Sewer Const	0.00	0.00	0.00	0.00	0.00
205-491-8005	Trans To Sewer Bond	0.00	0.00	0.00	0.00	0.00
205-491-8006	Trans To Water Const	0.00	0.00	0.00	0.00	0.00
205-491-8007	Trans To Water Bond	58,270.00	63,275.00	63,275.00	(5,005.00)	(5,005.00)
205-491-8008	Trans To Water Bond	0.00	0.00	0.00	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 Out - Franchise Fees	21,250.00	21,250.00	21,250.00	0.00	0.00
205-491-8207	Trans Out OP OH	27,047.00	21,987.00	21,987.00	5,060.00	18.70
	Transfers Out	114,749.00	115,410.00	115,410.00	(661.00)	(661.00)
	205-491 Totals:	114,749.00	115,410.00	115,410.00	(661.00)	(661.00)
205-900	(No Description)					
E07	Contingency	104,339.00	0.00	0.00	104,339.00	100.00
205-900-9900	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
205-900-9990	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
206	205 Totals:	485,000.00	326,142.19	326,142.19	158,857.81	158,857.81
206-461	WATER CONSTRUCTION FU					32.75
E02	Materials & Services	9,000.00	0.00	0.00	9,000.00	100.00
206-461-5100	PROFESSIONAL SERVICES					
	Materials & Services	9,000.00	0.00	0.00	9,000.00	100.00
	206-461 Totals:	9,000.00	0.00	0.00	9,000.00	100.00
206-491	(No Description)					
E06	Transfers Out	274.00	0.00	0.00	274.00	100.00
206-491-8000	TRANSFERS OUT					
	Transfers Out	274.00	0.00	0.00	274.00	100.00
	206-491 Totals:	274.00	0.00	0.00	274.00	100.00
206-900	(No Description)					
E07	Contingency	302,612.00	0.00	0.00	302,612.00	100.00
206-900-9900	CONTINGENCY					
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	100.00
	206-900 Totals:	302,612.00	0.00	0.00	302,612.00	100.00
	206 Totals:	311,886.00	0.00	0.00	311,886.00	100.00
207	WATER BOND FUND					
207-461	Debt Service					
E05	BOND INTEREST	21,444.60	21,444.60	21,444.60	0.40	0.00
207-461-9001	BOND PRINCIPAL	74,282.00	74,282.33	74,282.33	(0.33)	0.00
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 E07	(No Description) 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	0.00
	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	2,284,465.88	2,284,465.88	2,104,169.12	47.94

**CITY OF HUBBARD
BUDGET COMMITTEE MEETING MINUTES
MAY 5, 2015**

Budget Committee Members Present: Joan Viers, Nathan Holmes, City Councilor Shannon Schmidt, City Councilor Matt Kennedy, Mayor Jim Yonally.

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

CALL TO ORDER. The Budget Committee Meeting was called to order at 6:48 p.m. by Mayor Jim Yonally.

COMMITTEE SELECTS A CHAIRPERSON. MSA/City Councilor Matt Kennedy/City Councilor Shannon Schmidt nominated Mayor Jim Yonally as Budget Committee Chairperson. Motion carried unanimously.

COMMITTEE RECEIVED THE BUDGET MESSAGE. Finance Consultant Nancy McClain gave the budget message. She said the proposed Fiscal Year 2015-2016 Budget appropriates \$4,946,795 for personal services, materials and services, debt service, capital outlay, transfers and sets aside a contingency for the next budget year. She added the budget reflects the continuation of the water and wastewater rate study.

N. McClain reported the estimated property tax for FY 2015-2016 is \$680,000 which the City's permanent tax rate of \$3.9772 per \$1,000 of assessed valuation.

Mayor Jim Yonally asked for clarification on the lower PERS rates in regards to the recent lawsuit.

N. McClain replied the impact of the lawsuit on PERS rates won't be known until around 2017.

PUBLIC HEARING.

A. STATE SHARED REVENUES.

Mayor Jim Yonally opened the Public Hearing for State Shared Revenues up for public comment.

Finance Consultant Nancy McClain reported the Liquor Tax revenue is increasing, while the Cigarette Tax revenue is declining.

There was no public comment.

J. Yonally closed the Public Hearing for State Shared Revenues.

B. 2015-2016 BUDGET.

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Mayor Jim Yonally opened the Public Hearing for the discussion of the Proposed Budget.

Finance Consultant Nancy McClain said proposed general fund balance is \$1,455,369. She suggested franchise fees be reviewed when nearing expiration, and added some personnel costs are going down due to decreasing insurance/benefit costs.

City Councilor Matt Kennedy asked what the timeframe for the Increase Static Water Pressure project was.

Public Works Superintendent Jaime Estrada responded that approximately \$1 Million dollars is needed to complete the project.

There was no public comment.

J. Yonally closed the Public Hearing.

COMMITTEE APPROVES THE BUDGET FOR FY 2015-2016. MSA/City Councilor Matt Kennedy/City Councilor Shannon Schmidt moved to approve the 2015-2016 Budget as presented. Motion carried unanimously.

COMMITTEE APPROVES THE TAX LEVY AMOUNT. MSA/City Councilor Matt Kennedy/Budget Committee Member Joan Viers moved to approve the tax levy for Fiscal Year 2015-2016 at the permanent tax rate of \$3.9772 per \$1,000 of Assessed Valuation. Motion carried unanimously.

ADJOURNMENT. MSA/Budget Committee Member Nathan Holmes/City Councilor Shannon Schmidt moved to adjourn the Budget Committee Meeting. Motion carried unanimously. Meeting was adjourned at 7:28 p.m.

Jim Yonally, Mayor

ATTEST:

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

Lucy Astorga, Administrative Assistant, Transcribing and Recording

**CITY OF HUBBARD
CITY COUNCIL MEETING MINUTES
MAY 12, 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: Shannon Schmidt, Matt Kennedy, Jim Yonally, Angie Wheatcroft.

Excused Absence: Barbara Ruiz.

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.

DISCUSSION REGARDING UTILITY RATE REDUCTIONS. Mayor Jim Yonally reported there are approximately 85 people in the 97032 zip code who are disabled, 72 of whom receive Social Security Income (SSI). J. Yonally said his proposal was to remove the charges for the ISWP (Increase Static Water Pressure) and WWR (Waste Water Reuse) projects for those who are disabled and whose sole income is SSI (Social Security Supplemental Security Income).

City Councilor Matt Kennedy said his mother's sole income is Social Security Income, but she receives too much to qualify for the Senior Discount. He added there are people receiving SSI who also have other income, such as long term disability, retirement accounts, etc. He said in general, he would be on board with a proposal to discount the ISWP and WWR projects.

The Consensus of the Council was to draft a resolution allowing for discounted rates for those receiving Social Security Income.

COMMUNITY REPORTS. Public Works Superintendent Jaime Estrada commented the Hubbard Parks Improvement Committee installed a drip irrigation system at the Veterans Memorial, and did a cost-share for the purchase of more Sof'Fall bark chips for the playground areas.

APPEARANCE OF INTERESTED CITIZENS. There were none.

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

STAFF REPORTS.

POLICE DEPARTMENT – Police Chief Dave Dryden. Police Chief Dave Dryden reported there had been a rash of break-ins by three juveniles. He said staff is in the process of returning stolen items to owners.

PUBLIC WORKS DEPARTMENT – Public Works Superintendent Jaime Estrada. Public Works Superintendent Jaime Estrada informed the Council that due to weather, the slurry seal project would be delayed until next week. He added he met with DEQ (Department of Environmental Quality) regarding compliance on Schedule C of the wastewater permit. He reported there was another option available and said he would like to explore it.

ADMINISTRATIVE DEPARTMENT – Director of Administration/City Recorder V. Nogle, MMC. Director of Administration/City Recorder Vickie Nogle reported there would be no May Planning Commission Meeting, as the one application submitted didn't need Planning Commission review after all.

City Councilor Matt Kennedy said there was a business looking to renovate the old pharmacy building on 3rd Street and open a distillery/spirits tasting room, but now is changing their minds due to the feedback they received from the City Planner. He said the City Planner painted a “doom and gloom” portrait with the difficulties involved in changing the zone, etc. He said the property is currently zoned as Residential/Commercial, but doesn't believe that suits the surrounding areas. M. Kennedy said for many years, there have been businesses in that area, not residences.

Mayor Jim Yonally asked if M. Kennedy what zone he thought would be appropriate for that area.

M. Kennedy replied that a Commercial zone would make more sense, or even an overlay/special district.

V. Nogle asked if the interested business considered a zone change.

M. Kennedy said he didn't know, but the City Planner made that process sound very intimidating. He added that even if this potential developer decides not to go through with the project, a zone change should probably be done anyway, in light of the current uses in the area.

V. Nogle said she would look into what the City Planner discussed with the potential developer.

CONSENT AGENDA.

- A. **APPROVAL OF APRIL 14, 2015, CITY COUNCIL MEETING MINUTES.**
- B. **RESOLUTION NO. 590-2015. A RESOLUTION AMENDING WATER RATES FOR THE CITY OF HUBBARD AND REPEALING RESOLUTION NO. 575-2014.**
- C. **RESOLUTION NO. 591-2015. A RESOLUTION AMENDING SEWER RATES FOR THE CITY OF HUBBARD AND REPEALING RESOLUTION NO. 565-2014.**
[Repelled by Res. No.565-2014 not Res No.565-2015 as stated on the Agenda]
- D. **AUTHORIZE THE REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES TO UPDATE THE CITY'S ALTERNATE DISCHARGE**

ALTERNATIVE STUDY, AND TO FURTHER LOOK INTO DETAILS OF THE CLASS A OPTION. *(Refer to Public Works Report)*

MSA/City Councilor Angie Wheatcroft/City Councilor Shannon Schmidt moved to approve the Consent Agenda as presented. City Councilor Shannon Schmidt, City Councilor Matt Kennedy, City Councilor Angie Wheatcroft, and Mayor Jim Yonally were in favor. Motion passed.

APPROVAL OF THE APRIL 2015 BANK RECONCILIATION REPORTS. MSA/City Councilor Matt Kennedy/City Councilor Angie Wheatcroft 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. Motion passed.

OTHER CITY BUSINESS. There was none.

ADJOURNMENT - (NEXT REGULAR CITY COUNCIL MEETING IS TUESDAY, MAY 12, 2015, AT 7:00 P.M.) MSA/City Councilor Angie Wheatcroft/City Councilor Matt Kennedy moved to adjourn the meeting. City Councilor Shannon Schmidt, City Councilor Matt Kennedy, City Councilor Angie Wheatcroft, and Mayor Jim Yonally were in favor. Motion passed. Meeting adjourned at 7:40 p.m.

Mayor Jim Yonally

ATTEST:

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

Lucy T. Astorga, Administrative Assistant
Recording & Transcribing

RESOLUTION NO. 592 -2015

A RESOLUTION ADOPTING A MINOR SUPPLEMENTAL BUDGET AND MAKING APPROPRIATIONS FOR FISCAL YEAR 2014-2015.

WHEREAS, the Hubbard City Council adopted a budget for the City of Hubbard for the 2014-2015 fiscal year on June 10, 2014, and

WHEREAS, funds have been made available which were not known at the time the budget was prepared, and

WHEREAS, there have been occurrences which were not ascertained at the time of the preparation of the budget for the 2014-2015 fiscal year and which require a change in the City's financial planning, and

WHEREAS, the changes in fund expenditures are under the 10% threshold which is considered a minor change in fund expenditures and therefore is not required to post a public notice and not required hold a public hearing, and

WHEREAS, a pressing necessity which was not foreseen at the time of the preparation of the budget and which requires prompt action, **NOW, THEREFORE**,

THE CITY OF HUBBARD RESOLVES AS FOLLOWS:

Section 1. The minor supplemental budget appropriations are hereby approved as set forth in Exhibit "A" attached hereto and by this reference incorporated herein and entitled Fiscal Year 2014-2015 Supplemental Budget.

Section 2. Effective upon the adoption of this Resolution, the minor supplemental budget appropriations outlined in Section 1 above are hereby added to and incorporated into the 2014-2015 fiscal year budget as adopted by Resolution No.571-2014.

ADOPTED BY THE CITY COUNCIL this 9th day of June 2015.

APPROVED:

Jim Yonally, Mayor

ATTEST:

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

APPROVED AS TO FORM:

City Attorney

FISCAL YEAR 2014 -2015 SUPPLEMENTAL BUDGET

EXHIBIT A: Minor Changes

<u>General Fund</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Transfers In	122,119		12,104	110,015
Beginning Fund Balance	107,162	9,895		117,057
Revised Total Fund Resources	1,459,491		2,209	1,457,282
Requirements				
Community Development	57,968	8,868		66,836
Parks	139,919	1,002		140,921
Transfers Out	37,200	3,094		40,294
Contingency	65,009		15,173	49,836
Revised Total Fund Requirements	1,459,491		2,209	1,457,282

<u>Street Fund</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Beginning Fund Balance	113,544		4,277	109,267
Revised Total Fund Resources	317,832		4,277	313,555
Requirements				
Transfers Out	29,371		3,333	26,038
Contingency	66,753		944	65,809
Revised Total Fund Requirements	317,832		4,277	313,555

<u>Street Construction Fund</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Beginning Fund Balance	132,520	20,058		152,578
Revised Total Fund Resources	242,016	20,058		262,074
Requirements				
Contingency	30,696	20,058		50,754
Revised Total Fund Requirements	242,016	20,058		262,074

<u>Reserve Fund</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Transfers In	57,385	4,644		62,029
Revised Total Fund Resources	165,233	4,644		169,877
Requirements				
Capital Outlay	165,233	4,644		169,877
Revised Total Fund Requirements	165,233	4,644		169,877

<u>Park Improvement</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Beginning Fund Balance	165,313	1,333		166,646
Revised Total Fund Resources	328,250	1,333		329,583
Requirements				
Capital Outlay	38,106	1,333		39,439
Revised Total Fund Requirements	328,250	1,333		329,583

<u>Sewer Fund</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Beginning Fund Balance	73,571	5,715		79,286
Revised Total Fund Resources	435,501	5,715		441,216
Requirements				
Transfers Out	85,461		3,797	81,664
Contingency	56,730	9,512		66,242
Revised Total Fund Requirements	435,501	5,715		441,216

<u>Sewer Construction Fund</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Beginning Fund Balance	220,169	623		220,792
Revised Total Fund Resources	371,790	623		372,413
Requirements				
Materials and Services	130,000		130,000	0
Capital Outlay	0	130,000		130,000
Contingency	241,519	623		242,142
Revised Total Fund Requirements	371,790	623		372,413

<u>Sewer Bond Fund</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Transfers In	29,696		648	29,048
Beginning Fund Balance	63,513	648		64,161
No change in overall fund				

<u>Water Fund</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Beginning Fund Balance	69,450	13,596		83,046
Revised Total Fund Resources	485,000	13,596		498,596
Requirements				
Transfer Out	114,749	661		115,410
Contingency	104,339	12,935		117,274
Revised Total Fund Requirements	485,000	13,596		498,596

<u>Water Construction Fund</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Miscellaneous Revenue	3,173	272		3,445
Beginning Fund Balance	256,825	114		256,939
Revised Total Fund Resources	311,886	386		312,272
Requirements				
Materials and Services	9,000		9,000	0
Capital Outlay	0	9,000		9,000
Transfers Out	274	272		546
Contingency	302,612	114		302,726
Revised Total Fund Requirements	311,886	386		312,272

<u>Water Bond Fund</u>	Original Budget 2014-2015	Increase	Decrease	Amended 2014-2015
Resources				
Transfers In	58,270	5,005		63,275
Beginning Fund Balance	119,807		5,005	114,802
No change in overall fund				

RESOLUTION NO. 593-2015

A RESOLUTION AMENDING COMPENSATION RANGES FOR CLASSIFIED EMPLOYEES AND REPEALING RESOLUTION NO. 567-2014.

Findings

A. The City Council of the City of Hubbard finds it necessary to amend the compensation ranges for classified employees.

Based on the findings, the City of Hubbard ordains as follows:

1. The City of Hubbard Compensation Ranges is set forth in the attached document marked Exhibit A attached hereto and by this reference incorporated herein and entitled Salary Schedule for All Departments.
2. Resolution No. 567-2014 is hereby repealed.
3. Effective July 1, 2015.

ADOPTED BY THE CITY COUNCIL this 9th day of June 2015.

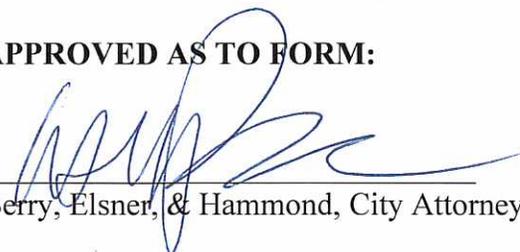
APPROVED:

Jim Yonally, Mayor

ATTEST:

Vickie Nogle, MMC
Director of Administration/City Recorder

APPROVED AS TO FORM:



Berry, Elsner, & Hammond, City Attorney

EXHIBIT "A"

CITY OF HUBBARD - SALARY SCHEDULE FOR POLICE DEPARTMENT

(Effective July 1, 2015)

POSITION	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP
<u>Police Department</u>						
Chief of Police	4,555	4,737	4,925	5,123	5,328	5,541
Sergeant	3,644	3,789	3,942	4,099	4,263	4,433
Police Officer	3,289	3,420	3,557	3,699	3,847	4,001
Administrative Assistant to Chief of Police	2,962	3,080	3,203	3,331	3,464	3,603
Police Reserves	16.00 hr.					

Step increases will be authorized upon the satisfactory completion of the annual performance evaluation as stated in Chapter 7.00 of the City of Hubbard Personnel Policy .

EXHIBIT "A"

CITY OF HUBBARD - SALARY SCHEDULE FOR ALL DEPARTMENTS

(Effective July 1, 2015)

2.45% COLA

POSITION	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP
Administration Department						
Director of Administration/City Recorder	4,555	4,737	4,925	5,123	5,328	5,541
Senior Accounting Specialist	4,265	4,435	4,614	4,798	4,990	5,188
Administrative Assistant/Court Clerk	2,962	3,080	3,203	3,331	3,464	3,603
Public Works Department						
Public Works Superintendent	4,555	4,737	4,925	5,123	5,328	5,541
Utility Worker II	3,256	3,388	3,523	3,664	3,810	3,962
Utility Worker I	2,697	2,806	2,918	3,034	3,155	3,282
Administrative Assistant to the Public Works Superintenden	2,962	3,080	3,203	3,331	3,464	3,603
Utility Worker I - Seasonal	10.00 - 15.00 hr.					
Temporary Summer Helper	Minimum Wage (\$9.10) - \$10.00 hr.					

RESOLUTION NO. 567-2014

A RESOLUTION AMENDING COMPENSATION RANGES FOR CLASSIFIED EMPLOYEES AND REPEALING RESOLUTION NO. 546-2013.

WHEREAS, the City Council of the City of Hubbard finds it necessary to amend the compensation ranges for the Administrative Assistant positions in all Departments.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUBBARD, THAT:

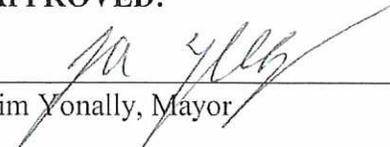
Section 1: The City of Hubbard Compensation Ranges is set forth in the attached document marked Exhibit A attached hereto and by this reference incorporated herein and entitled Salary Schedule for All Departments.

Section 2: Resolution No. 546-2013 is hereby repealed.

Section 3: Effective July 1, 2014.

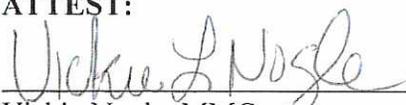
ADOPTED BY THE CITY COUNCIL this 10th day of June 2014.

APPROVED:



Jim Yonally, Mayor

ATTEST:



Vickie Nogle, MMC
Director of Administration/City Recorder

APPROVED AS TO FORM:



Berry, Elsner, & Hammond, City Attorney

CURRENTLY ADOPTED

EXHIBIT "A"

CITY OF HUBBARD - SALARY SCHEDULE FOR ALL DEPARTMENTS
 (Effective July 1, 2014)

2% COLA

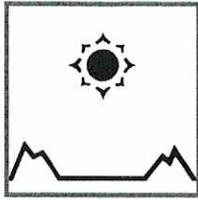
POSITION	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP
<u>Administration Department</u>						
Director of Administration/City Recorder	4,446	4,624	4,807	5,000	5,201	5,408
Senior Accounting Specialist	4,163	4,329	4,503	4,683	4,871	5,064
Administrative Assistant/Court Clerk	2,891	3,006	3,126	3,252	3,381	3,517
<u>Public Works Department</u>						
Public Works Superintendent	4,446	4,624	4,807	5,000	5,201	5,408
Utility Worker II	3,178	3,307	3,438	3,576	3,719	3,867
Utility Worker I	2,633	2,739	2,848	2,961	3,079	3,204
Administrative Assistant to the Public Works Superintenden	2,891	3,006	3,126	3,252	3,381	3,517
Utility Worker I - Seasonal	10.00 - 15.00 hr.					
Temporary Summer Helper	Minimum Wage (\$9.10) - \$10.00 hr.					

EXHIBIT "A"

CITY OF HUBBARD - SALARY SCHEDULE FOR POLICE DEPARTMENT
 (Effective July 1, 2014)

POSITION	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP
<u>Police Department</u>						
Chief of Police	4,446	4,624	4,807	5,000	5,201	5,408
Sergeant	3,557	3,699	3,847	4,001	4,161	4,327
Police Officer	3,210	3,338	3,472	3,611	3,755	3,906
Administrative Assistant to Chief of Police	2,891	3,006	3,126	3,252	3,381	3,517
Police Reserves	16.00 hr.					

Step increases will be authorized upon the satisfactory completion of the annual performance evaluation as stated in Chapter 7.00 of the City of Hubbard Personnel Policy .



Mid-Willamette Valley Council of Governments

100 HIGH STREET S.E., Suite 200 • SALEM, OREGON 97301 • www.mwvcog.org
PHONE 503-588-6177 • FAX 503-588-6094 • email: mwvcog@mwvcog.org

An equal opportunity lender, provider, and employer

Getting things done together!

May 19, 2015

Vickie Nogle, City Recorder
City of Hubbard
PO Box 380
Hubbard, Oregon 97032

Dear Vickie,

I am enclosing for Council's consideration two copies of a contract for land use planning services from July 1, 2015 to June 30, 2016.

This agreement covers land use planning services on an as-needed, on-demand basis. This year, the rate will remain unchanged from fiscal year 2014-15 for land use planning services. As in previous years, this rate does not require a minimum number of hours. Mileage costs associated with providing land use planning services are charged directly to the city at the IRS mileage rate. To help reduce travel costs to the city, land use planners are able to participate in meetings by phone and make arrangements for conference calls as needed by the city.

Our costs for on-demand service reflect the fact that it is much more difficult to plan and budget for this work. Most of the cities that we provide this service to are able to pass this cost on to the developers or applicants who require the planning service, either through direct billing or through the collection of fees. We would be glad to assist you with putting such a system in place if you do not already have such a means of recovering these costs.

One planning service that we will continue to provide to client cities at no charge is the preparation of grant applications to pay for land use planning projects. Also, when we assign a planner to a city, they become responsible for reporting back to the rest of the COG staff on other needs that you may have such as public works improvements, transportation needs, etc., so that you can take full advantage of other COG resources that may be available.

If you have questions or wish to discuss this further, please contact me at 503-540-1618 or renatac@mwvcog.org.

We appreciate the opportunity to provide land use planning services to you and look forward to working with you in the coming year.

Sincerely,

Renata Wakeley
Community Development Director

RECEIVED

MAY 21 2015

CITY OF HUBBARD

CONTRACT

LAND USE PLANNING SERVICES

THIS AGREEMENT is made and entered into this 1st day of July, 2015 by and between the CITY OF HUBBARD, OREGON, a municipal corporation ("CITY"), and the MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS ("COG"), a voluntary intergovernmental association created by charter and Agreement pursuant to ORS Chapter 190 of which CITY is a member.

WITNESSETH:

IN CONSIDERATION of the mutual premises and stipulations set out below, the CITY and COG do hereby agree as follows:

A. COG Responsibilities

1. COG shall provide an experienced land use planner to assist the CITY in processing land use actions, zone code revisions and other related activities which may be requested by the CITY.
2. COG shall provide to CITY mapping, graphics and document production services related to work requested by CITY under paragraph A.1.
3. COG shall provide monthly billing statements.

B. CITY Responsibilities

1. CITY agrees to engage COG as a provider of land use planning consulting services.
2. CITY agrees to pay for land use planning services under paragraph A.1. at a rate of \$77.00 per hour for a land use planner or GIS mapping analyst and \$48.00 per hour for staff support assistance, plus mileage, at the IRS mileage rate, for travel related to providing said services.
3. CITY agrees to pay the actual cost of mapping, graphics and document production provided under paragraph A.2.
4. CITY shall review, process and pay COG's monthly invoices within 30 days of receipt.
5. CITY shall designate a key contact person through which all requests for services will come and with whom the activities of COG's land use planner will be coordinated.

C. COG Services Provided Without Additional Compensation

1. COG shall provide advice and assistance to CITY with grant and loan applications for financing of public improvements at no additional charge except in those instances when such work may be eligible for compensation from the granting agency.
2. COG shall prepare documentation and applications for funding for additional planning projects on behalf of CITY.
3. COG shall refer CITY to other available resources that may be available to address needs of CITY upon request.

D. Termination and Amendment

1. This Agreement shall be terminated on June 30, 2016 unless otherwise agreed to by COG and CITY by amendment to this Agreement.
2. This Agreement may be terminated for convenience by either party upon written notice of 30 calendar days.
3. This Agreement may be amended only by written agreement executed between the parties.

E. Independent Contract

1. The CITY has engaged COG as an independent contractor for the accomplishment of a particular service. Neither party, nor the officers and employees of either party shall be deemed the agents or employees of the other party for any purpose.

F. Limited Warranty

1. CITY agrees to seek and rely exclusively on the advice of its own legal counsel as to the legal sufficiency of the land use planning process and its products. The parties expressly recognize that the review process involves political and legal judgment entirely within the control and authority of the CITY. COG's only obligation is to provide advice from the perspective of land use planning principles, and not legal or political counsel.
2. In no event shall COG be liable for indirect or consequential damages of any nature. In no event, regardless of theory of recovery, shall COG be liable for any damages in excess of the amounts actually paid by CITY to COG under Paragraph B. hereof.

3. CITY agrees to provide a representative to present the CITY's viewpoint at public hearings regarding a dispute between the CITY and the County or another city. COG will provide support and information as appropriate (including research and staff reports) to aid the CITY in making its arguments.

IN WITNESS WHEREOF, COG and the CITY have, by approval of their respective governing bodies, caused this Agreement to be executed as of the day and year aforesaid.

**MID-WILLAMETTE VALLEY
COUNCIL OF GOVERNMENTS**

CITY OF HUBBARD

By: _____
Nancy J. Boyer, Executive Director

By: _____

CITY OF HUBBARD
PARK USE APPLICATION

TODAY'S DATE 5-13-2015

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: 8-7-2015 LOCATION OF EVENT: Rivenes, Hubbard City Park

NATURE OF EVENT: Annual Company Picnic

SET UP DATE & TIME: 8-7-2015 @ 8:00am REMOVAL DATE & TIME: 8-7-2017 @ 4:00pm

NAME OF PERSON/ORGANIZATION USING PARK: Oregon Child Development Coalition

ADDRESS: 1014 Newberg Hwy CITY: Woodburn STATE: Or ZIP: 97071

CONTACT NUMBERS: [REDACTED] (503) 981-3001 ext. 2470

E-MAIL ADDRESS: [REDACTED]

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:

We will place garbage cardliners and will remove all garbage when the event finishes.

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: unknown.
Julio C. Galindo 5-13-2015
SIGNATURE DATE

Bank Reconciliation

Checks By Date



City of
Hubbard, OR

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

05/27/2015 - 11:48 AM

User: kari kurtz

Cleared and Not Cleared Checks

Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
5963	05/12/2015	AHA Consulting, Inc		AP			3,800.00
5964	05/12/2015	BlackPoint IT Services		AP			549.00
5965	05/12/2015	Blumenthal Uniforms & Equipmen		AP			343.50
5966	05/12/2015	Bureau of Labor and Industries		AP			500.00
5967	05/12/2015	Carquest Auto Parts Stores		AP			11.18
5968	05/12/2015	Chief Supply		AP			188.19
5969	05/12/2015	Code Blue Design		AP			175.00
5970	05/12/2015	Lori Coukoulis		AP			1,100.00
5971	05/12/2015	DEQ - State Of Oregon		AP			100.00
5972	05/12/2015	Dryden Electric, Inc.		AP			87.00
5973	05/12/2015	GW Hardware Center		AP			149.80
5974	05/12/2015	Hattenhauer Energy Co		AP			251.86
5975	05/12/2015	HD Fowler Company		AP			242.37
5976	05/12/2015	Brenda Hidalgo		AP			115.00
5977	05/12/2015	Hillside Church		AP			50.00
5978	05/12/2015	John Deer Financial		AP			189.36
5979	05/12/2015	Ken's Auto Body, Inc		AP			530.00
5980	05/12/2015	Language Line Services		AP			72.15
5981	05/12/2015	Long Bros. Bldg Supply		AP	Void		45.96
5982	05/12/2015	Marion County Bldg Inspection		AP			120.36
5983	05/12/2015	Marion County Clerk		AP			56.00
5984	05/12/2015	Marion County Treasury Dept		AP			596.40
5985	05/12/2015	Mid-Willamette Valley		AP			2,162.05
5986	05/12/2015	NAPA Davison Auto Parts		AP			15.96
5987	05/12/2015	Net Assets		AP			90.00
5988	05/12/2015	NW Natural Gas		AP			211.02
5989	05/12/2015	Office Depot		AP			71.93
5990	05/12/2015	OHA Cashier		AP			52.50
5991	05/12/2015	Melinda Olinger		AP			5.99
5992	05/12/2015	Oregon Dept of Revenue		AP			2,457.08
5993	05/12/2015	OVS		AP			80.01
5994	05/12/2015	Pacific Office Automation		AP			194.86
5995	05/12/2015	Parks Improvement Commiittee		AP			500.00
5996	05/12/2015	PGE- Portland General Electric		AP			7,111.05
5997	05/12/2015	Portland Tribune		AP			210.10
5998	05/12/2015	PROFECTUS, INC.		AP			396.63
5999	05/12/2015	Prograss, Inc		AP			690.00
6000	05/12/2015	Republic Services		AP			287.60
6001	05/12/2015	SOLENIS. L.L.C.		AP			756.00
6002	05/12/2015	The Pool & Spa House		AP			92.38
6003	05/12/2015	Verizon Wireless		AP			381.54
6004	05/12/2015	Walter E. Nelson Co		AP			68.50
6005	05/12/2015	Waterlab Corporation		AP			437.50
6006	05/14/2015	Metro Area Collection Service,		AP			48.84
6007	05/26/2015	Al's Garden Center		AP			19.99
6008	05/26/2015	Batteries Plus		AP			125.30
6009	05/26/2015	Beery Elsner & Hammond, LLP		AP			3,040.95
6010	05/26/2015	BlackPoint IT Services		AP			21.25
6011	05/26/2015	Blumenthal Uniforms & Equipmen		AP			1,417.90
6012	05/26/2015	Chief Supply		AP			312.09

Check No	Check Date	Name	Comment	Module Void	Clear Date	Amount
6013	05/26/2015	CIT		AP		219.11
6014	05/26/2015	City of Woodburn		AP		2,839.25
6015	05/26/2015	ELAN Corporate Payment Systems		AP		4,607.43
6016	05/26/2015	JEFF TUTMARK & HANNAH R		AP		29.63
6017	05/26/2015	Hattenhauer Energy Co		AP		107.21
6018	05/26/2015	Hubbard Chevrolet, Inc.		AP		438.80
6019	05/26/2015	Integra Telecom		AP		680.81
6020	05/26/2015	MACKENZIE		AP		646.75
6021	05/26/2015	Metcom 9-1-1		AP		12,329.50
6022	05/26/2015	North Santiam Paving Co		AP		2,080.00
6023	05/26/2015	Office Depot		AP		13.98
6024	05/26/2015	OLD REPUBLIC SURETY GROU		AP		661.00
6025	05/26/2015	Pacific Office Automation		AP		126.50
6026	05/26/2015	PGE- Portland General Electric		AP		2,573.59
6027	05/26/2015	Shell Fleet Plus		AP		1,766.61
6028	05/26/2015	Tacoma-Pierce County Chaplainc		AP		375.00
6029	05/26/2015	The Pool & Spa House		AP		221.73
6030	05/26/2015	The Stoner Electric Group		AP		1,484.13
6031	05/26/2015	Traffic Safety Supply Co.		AP		51.95
6032	05/26/2015	Verizon Wireless		AP		547.84
6033	05/26/2015	Donald Walker		AP		75.00
6034	05/26/2015	Walmart Community		AP		73.25
6035	05/26/2015	Waste Connections		AP		25.47
6036	05/26/2015	Woodburn Veterinary Clinic		AP		32.10
6037	05/26/2015	Yes Graphics Printing Co.		AP		120.00
6038	05/26/2015	Colonial Life & Accident		AP		96.40

Total for Valid Checks: 62,709.23

Total Valid Checks: 75

Total Void Checks: 1

Total Checks: 76