

**MEETING NOTICE FOR THE
CITY OF HUBBARD**

TUESDAY

OCTOBER 13, 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 the week 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 the week preceding 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 10/8/2015
4:00 p.m.**

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

**HUBBARD CITY COUNCIL
MEETING AGENDA
OCTOBER 13, 2015 – 6:30 PM
LOCATION: CITY HALL
3720 2ND STREET**

Executive Session 6:30 p.m.

1) CALL TO ORDER.

A) Flag Salute.

2) EXECUTIVE SESSION.

A) Council recess Public (open) meeting and convene Executive (closed) session to consider information or records that are exempt by law from public inspection ORS 192.660(2)(f). Pursuant to ORS 192.660(4) Council specifically request that members of the media and other attendees not disclose matters discussed in Executive Session.

B) Council close Executive (closed) session and reconvene Public (open) meeting.

Regular Session approx. 7:00 p.m.

3) COMMUNITY REPORTS.

A) Hubbard Parks Improvement Committee.

4) APPOINT BUDGET COMMITTEE MEMBER 2 positions available.

(Vacated positions term January 1, 2015 – December 31, 2017)

A. Robert Prinslow.

5) 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.)

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

7) STAFF REPORTS.

A) **Administrative Department**—Dirctr of Admin/Recorder Vickie Nogle; Sr. Acntng Spcilst Kari Kurtz.

B) **Police Department**—Police Chief Dryden.

C) **Public Works Department**—Public Works Superintendent Jaime Estrada.

8) 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 September 8, 2015, City Council minutes.

B) Resolution No. 599-2015. A Resolution extending the City of Hubbard's Workers' compensation coverage to volunteers of the City of Hubbard, and repealing Resolution No. 503-2010.

C) Authorize the Public Works Superintendent to accept the most appropriate proposal for the Well #3 Rehab Project in the estimated cost of \$34,000.00. (*Refer to the Public Works report*)

9) APPROVAL OF THE SEPTEMBER 2015 BANK RECONCILIATION REPORTS.

10) OTHER CITY BUSINESS.

11) ADJOURNMENT. (Next City Council meeting November 10, 2015, at **6:00 p.m. for Work Session)**



VOLUNTEER APPLICATION

RECEIVED
SEP 21 2015
CITY OF HUBBARD

CITY OF HUBBARD

"The Small City with a Big Heart"
3720 2nd Street/P.O. Box 380, Hubbard OR 97032
(503)981-9633 www.cityofhubbard.org

COMMISSION OR COMMITTEE APPLYING FOR: BUDGET COMMITTEE

APPLICANTS NAME: Robert C. Prinslow

MAILING ADDRESS: [REDACTED], HUBBARD OR 97032

HOME ADDRESS: [REDACTED], HUBBARD OR 97032

HOME PHONE: [REDACTED] WORK PHONE: [REDACTED]

E-mail Address [REDACTED] CELL PHONE [REDACTED]

YEARS AS HUBBARD RESIDENT: MORE THAN 6 YEARS

ARE YOU A REGISTERED VOTER IN THE CITY OF HUBBARD? YES NO

OCCUPATION Police Officer - CITY OF WOODBURN

PLEASE MAKE A BRIEF STATEMENT ABOUT WHY YOU WOULD LIKE TO SERVE ON THE COMMISSION OR COMMITTEE FOR THE CITY OF HUBBARD. (IF YOU NEED MORE SPACE, USE BACK)

I AM INTERESTED IN LEARNING HOW THE CITY OF HUBBARD FUNCTIONS. I LIVE TO VOLUNTEER AND HEARD THERE IS A VACANCY ON THE BUDGET COMMITTEE. I FEEL THE BUDGET COMMITTEE WOULD BE A GOOD PLACE TO BEGIN.

WHAT EXPERIENCE, BACKGROUND, OR SKILLS CAN YOU BRING TO THE COMMITTEE/COMMISSION YOU ARE APPLYING FOR?

FOCUSED IN BUSINESS ADMINISTRATION, COMPUTERS, AND ACCOUNTING IN COLLEGE. I AM KNOWLEDGEABLE WITH WINDOW BASED COMPUTER PROGRAMS. I HAVE BEEN EMPLOYED FOR MORE THAN 35 YEARS AND AM UNDERSTANDING OF VARIOUS BUSINESS PROCESSES AND PRACTICES. I HAVE STUDIED OREGON CRIMINAL LAW FOR OVER 24 YEARS AND UNDERSTAND THE IMPORTANCE TO BE THOROUGH AND PAY ATTENTION TO DETAIL.



DIRECTOR OF ADMINISTRATION/CITY RECORDER MONTHLY REPORT

To: CITY COUNCIL
From: VICKIE NOGLE, MMC
Date: OCTOBER 7, 2015
RE: REPORT FOR OCTOBER 13, 2015, CITY COUNCIL MEETING

PLANNING COMMISSION

Joint City Council and Planning Commission workshop meeting October 21, 2015, at 6:30 p.m. to discuss potential regulation of marijuana-related activities.

NEWSLETTER

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

BUILDING PERMITS

14 building permit applications have been submitted from January – September 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	01/10/2015			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	7/22/2015			Kirk Delgnan	3564Pacific Highway 99E	
11	5/14/2015	6/2/2015	555-15-003302-STR	Schrier Living Trust	3624 Pacific Highway 99E	41W34BC 02400
12	6/8/2015	6/25/2015	555-15-003824-STR	Ryan & Teresa Oconnell	2412 Riviera Creek	041W28DD03600
13						
14	7/8/2015	7/20/2015	7/20/2015	Steve Laue	2353 Allan Avenue	041W28DD00600
15						
16	6/17/2015	7/29/2015	555-15-004192-STR	Odelia Pacific Corp (T-Mobile)	3632 First Street	041W34BC01800
17	8/5/2015			Jose Alfaro & Lucero Alvarez	3571 Maple Street	
18	8/11/2015	9/1/2015	555-15-05797-STR	Alberto Rodriguez	3327 G Street	041W33DA00600
19						
20	9/1/2015			Jeremy & Nicole McCain	4305 5th Street	
21	9/10/2015			Jon & Jill Kenagy	3770 7th Street	
22	9/24/2015			D & M Leasing	2363 Industrial Avenue	
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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	\$ 131.20	46437	N/A	N/A	\$ 25.00	N/A	N/A		\$ 2,313.00
12	Addition to SFR	\$ 975.64	47496	N/A	N/A	\$ 59.45	N/A	N/A	\$ 548.00	\$ 61,732.20
13	Refund 6/30/2015	\$ 70.98	CK #6122							
14	Addition to SFR/storage	\$ 464.92	47170	N/A	N/A	\$ 31.72	N/A	N/A	\$ 576.00	\$ 24,958.08
15	ADDITIONAL PAYMENT 7/21/15	\$ 574.68	47533							
16	Replacemnet of 6 Antennas	\$ 323.08	47533	N/A	N/A	\$ 32.80	N/A	N/A		\$ 15,000.00
17	Addition to living room	\$ 400.24	48559							
18	Accessory Structure-Shed	\$ 202.00	48581	N/A	N/A	\$ 25.48	N/A	N/A		\$ 18,718.56
19	ADDITIONAL PAYMENT 9/1/2015	\$ 170.40	48646							
20	Addition Master bed/bath	\$ 323.08	48645							
21	Addition of Sunroom	\$ 370.36	48996							
22	Interior remodel/change of use	\$ 1,264.15	49489							
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FINANCE MONTHLY REPORT – OCT 2015

To: CITY COUNCIL
From: Kari Kurtz
Date: October 5, 2015
Re: October 13, 2015 Council Meeting

I will be out of the office beginning Thursday October 8th and will return Wednesday October 14th and will not be able to attend the City Council Meeting on October 13th.

Finance Reports & Notes:

1. Included are the following reports for your review:
 - a. Accrual Leave Report
 - b. Revenue Analysis Report
 - c. Expense vs. Budget Report
2. To update you on the Cash Available for the General Fund – As mentioned in the September 8th Council Meeting I implemented transferring Water/Sewer Franchise Fees and Operation Overhead quarterly instead of yearly. This added approximately \$33,000 to the General Fund in October. I believe with the \$100,000 loan from the Reserve Fund, holding off on any discretionary expenses, cutting expenses, and implementation of the quarterly transfers, the General Fund will have enough money to cover expenses until property tax revenue is received in November. **Please note this does not have any effect on the overall ending General Fund balance for the Fiscal Year.

Consent Agenda Reports:

1. Check listing for the month of September 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

10/05/2015 - 7:41 AM

Date Range: 01/01/15 - 12/31/15

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	81.02	0.00	106.88	124.00	63.90	\$1,593.03	
Holiday	HOLIDAY	30.00	0.00	65.00	65.00	30.00	\$747.90	
Sick	S01	682.00	72.00	0.00	0.00	754.00		
Vacation	VAFTER01	116.67	90.00	0.00	110.00	96.67	\$2,409.98	

Total for ANDERSONC		909.69	162.00	171.88	299.00	944.57		
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Employee: ASTORGAL Lucy Astorga
Department: Admin

Anniversary Date: 07/01/2007

Comp Time	COMP	5.41	0.00	38.28	32.50	11.19	\$237.23	
Holiday	HOLIDAY	0.00	0.00	60.00	60.00	0.00	\$0.00	
Sick	S01	87.50	72.00	0.00	54.25	105.25		
Vacation	VAFTER01	35.31	90.00	0.00	92.00	33.31	\$706.17	

Total for ASTORGAL		128.22	162.00	98.28	238.75	149.75		
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Employee: BENTLEYG Glen Bentley
Department: PD

Anniversary Date: 02/01/2006

Comp Time	COMP	4.75	0.00	153.25	145.50	12.50	\$311.63	
Holiday	HOLIDAY	0.00	0.00	75.00	65.00	10.00	\$249.30	
Sick	S01	804.50	72.00	0.00	0.00	876.50		
Vacation	VAFTER01	205.52	90.00	0.00	116.00	179.52	\$4,475.43	

Total for BENTLEYG		1,014.77	162.00	228.25	326.50	1,078.52		
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Employee: DRYDEND David Dryden
Department: PD

Anniversary Date: 04/04/1980

Comp Time	COMP	20.50	0.00	52.50	30.00	43.00	\$1,511.88	
Holiday	HOLIDAY	0.00	0.00	50.00	50.00	0.00	\$0.00	
Sick	S01	467.00	72.00	0.00	7.00	532.00		
Vacation	VPRE2001	199.24	244.08	0.00	230.00	213.32	\$7,500.33	

Total for DRYDEND		686.74	316.08	102.50	317.00	788.32		
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Employee: ESTRADAJ Jaime Estrada
Department: PW

Anniversary Date: 07/08/1977

Comp Time	COMP	67.79	0.00	40.13	59.00	48.92	\$1,671.60	
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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	50.00	36.00	14.00	\$478.38	
Sick	S01	2,280.90	72.00	0.00	40.00	2,312.90		
Vacation	VPRE2001	239.50	260.10	0.00	120.00	379.60	\$12,970.93	
Total for ESTRADAJ		2,588.19	332.10	90.13	255.00	2,755.42	--	
Employee: GILLW William Gill					Anniversary Date: 04/01/1996			
Department: PD								
Comp Time	COMP	24.37	0.00	9.01	7.50	25.88	\$728.00	
Holiday	HOLIDAY	15.75	0.00	65.00	60.75	20.00	\$562.60	
Sick	S01	871.50	72.00	0.00	285.50	658.00		
Vacation	VPRE2001	256.93	148.08	0.00	150.00	255.01	\$7,173.43	
Total for GILLW		1,168.55	220.08	74.01	503.75	958.89		
Employee: HERNANDEZ Juan Hernandez					Anniversary Date: 03/01/2010			
Department: PW								
Comp Time	COMP	12.40	0.00	33.75	23.00	23.15	\$428.04	
Holiday	HOLIDAY	12.00	0.00	50.50	62.50	0.00	\$0.00	
Sick	S01	177.50	72.00	0.00	8.00	241.50		
Vacation	VAFTER01	160.92	83.36	0.00	32.50	211.78	\$3,915.81	
Vacation PT	VACPT	0.00	0.00	0.00	0.00	0.00	\$0.00	
Total for HERNANDEZ		362.82	155.36	84.25	126.00	476.43		
Employee: HOSTETLER Jess Hostetler					Anniversary Date: 03/01/2010			
Department: PW								
Comp Time	COMP	4.27	0.00	26.25	30.52	0.00	\$0.00	
Holiday	HOLIDAY	0.00	0.00	35.00	35.00	0.00	\$0.00	
Sick	S01	24.00	64.00	31.50	56.50	0.00	\$0.00	
Vacation	VAFTER01	52.78	73.36	0.00	126.14	0.00	\$0.00	
Total for HOSTETLER		81.05	137.36	29.75	248.16	0.00	\$0.00	
Employee: HUSTONC Christie Huston					Anniversary Date: 04/03/2006			
Department: PD								
Comp Time	COMP	0.00	0.00	9.00	9.00	0.00	\$0.00	
Holiday	HOLIDAY	0.00	0.00	60.00	60.00	0.00	\$0.00	
Sick	S01	580.25	72.00	0.00	32.00	620.25		
Vacation	VAFTER01	49.19	90.00	0.00	89.50	49.69	\$1,033.06	
Total for HUSTONC		629.44	162.00	69.00	190.50	669.94		
Employee: KREBSM Michael Krebs					Anniversary Date: 09/01/1993			
Department: PW								
Comp Time	COMP	43.04	0.00	18.75	4.50	57.29	\$1,360.64	
Holiday	HOLIDAY	20.00	0.00	41.50	61.50	0.00	\$0.00	
Sick	S01	1,036.00	72.00	0.00	50.00	1,058.00		
Vacation	VPRE2001	239.25	162.68	0.00	160.00	241.93	\$5,745.84	

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		1,338.29	234.68	60.25	276.00	1,357.22		
Employee: KURTZK Kari Kurtz								Anniversary Date: 01/01/2015
Department: Admin								
Comp Time	COMP	0.00	0.00	42.40	11.50	30.90	\$822.56	
Holiday	HOLIDAY	0.00	0.00	50.00	50.00	0.00	\$0.00	
Sick	S01	11.25	67.38	-7.25	28.50	42.88		
Vacation	VAFTER01	0.00	3.34	-3.34	0.00	0.00	\$0.00	
Total for KURTZK		11.25	70.72	81.81	90.00	73.78		
Employee: NELSON Grady Nelson								Anniversary Date: 11/01/2008
Department: PD								
Comp Time	COMP	60.13	0.00	95.25	107.00	48.38	\$1,228.37	
Holiday	HOLIDAY	10.00	0.00	75.00	66.50	18.50	\$469.72	
Sick	S01	70.00	72.00	0.00	15.00	127.00		
Vacation	VAFTER01	85.80	90.00	0.00	80.00	95.80	\$2,432.36	
Total for NELSON		225.93	162.00	170.25	268.50	289.68		
Employee: NOGLEV Vickie Nogle								Anniversary Date: 09/08/1998
Department: Admin								
Comp Time	COMP	7.70	0.00	46.16	35.25	18.61	\$616.36	
Holiday	HOLIDAY	0.00	0.00	60.00	60.00	0.00	\$0.00	
Sick	S01	407.00	72.00	0.00	26.50	452.50		
Vacation	VPRE2001	221.79	132.78	0.00	149.75	204.82	\$6,783.64	
Total for NOGLEV		636.49	204.78	106.16	271.50	675.93		
Employee: OLINGERM Melinda Olinger								Anniversary Date: 09/13/1999
Department: PW								
Comp Time	COMP	54.75	0.00	0.00	0.00	54.75	\$1,183.70	
Holiday	HOLIDAY	0.00	0.00	60.00	60.00	0.00	\$0.00	
Sick	S01	614.50	72.00	0.00	2.50	684.00		
Vacation	VPRE2001	239.80	126.68	0.00	150.00	216.48	\$4,680.30	
Total for OLINGERM		909.05	198.68	60.00	212.50	955.23		
Employee: POMEROYD Darren Pomeroy								Anniversary Date: 09/01/2009
Department: PD								
Comp Time	COMP	46.88	0.00	149.39	165.00	31.27	\$793.95	
Holiday	HOLIDAY	30.00	0.00	60.00	90.00	0.00	\$0.00	
Sick	S01	349.00	72.00	0.00	41.50	379.50		
Vacation	VAFTER01	235.80	90.00	0.00	72.00	253.80	\$6,443.98	
Total for POMEROYD		661.68	162.00	209.39	368.50	664.57		

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:	11,352.16	2,841.84	1,635.91	3,991.66	11,838.25		

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: 10/05/2015 - 10:46 A
Period 1 to 3, 2016



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	680,000.00	0.00	0.00	680,000.00	0.00
100-000-3180	FF-Pref L D	0.00	0.00	0.00	0.00	0.00
100-000-3181	FF-PGE	97,000.00	7,151.94	7,151.94	89,848.06	7.37
100-000-3182	FF-Qwest	4,600.00	0.00	0.00	4,600.00	0.00
100-000-3183	FF-NW Natural	20,000.00	5,497.06	5,497.06	14,502.94	27.49
100-000-3184	FF-Cable TV	13,000.00	3,290.31	3,290.31	9,709.69	25.31
100-000-3185	FF-Allied Waste	21,000.00	6,912.92	6,912.92	14,087.08	32.92
100-000-3186	FF-Gervais Telephone	700.00	210.42	210.42	489.58	30.06
100-000-3301	Revenue Sharing	15,000.00	4,018.44	4,018.44	10,981.56	26.79
100-000-3302	CIG Tax	3,744.00	1,143.88	1,143.88	2,600.12	30.55
100-000-3303	OLCC Tax	45,000.00	12,201.02	12,201.02	32,798.98	27.11
100-000-3304	911 Tax	0.00	0.00	0.00	0.00	0.00
100-000-3305	School Excise Revenue	544.00	23.04	23.04	520.96	4.24
100-000-3415	General Service Fee	130,000.00	44,088.66	44,088.66	85,911.34	33.91
100-000-3601	Miscellaneous Revenue	1,100.00	81.25	81.25	1,018.75	7.39
100-000-3611	Interest Income	5,400.00	1,523.65	1,523.65	3,876.35	28.22
100-001-3112	Delinq Prop Taxes	25,000.00	13,368.79	13,368.79	11,631.21	53.48
100-001-3211	Business Registrations	4,600.00	50.00	50.00	4,550.00	1.09
100-001-3401	Lien Search	3,000.00	780.00	780.00	2,220.00	26.00
100-001-3402	Business OLCC Fee	180.00	0.00	0.00	180.00	0.00
100-001-3601	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
100-002-3341	Three Flag Grant	5,000.00	0.00	0.00	5,000.00	0.00
100-002-3342	Oacp Grant Duiti	5,000.00	0.00	0.00	5,000.00	0.00
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)	0.00	0.00	0.00	0.00	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	510.00	510.00	790.00	39.23
100-002-3402	Vehicle Impound	17,000.00	4,800.00	4,800.00	12,200.00	28.24
100-002-3403	Police Reports	800.00	200.00	200.00	600.00	25.00
100-002-3404	Sale Of Surp Prop	1,200.00	0.00	0.00	1,200.00	0.00
100-002-3406	Training PD	0.00	0.00	0.00	0.00	0.00
100-002-3601	Miscellaneous Revenue	2,100.00	10.00	10.00	2,090.00	0.48

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	450.00	25.25	25.25	424.75	5.61
100-002-3644	PD Training Rev	2,700.00	650.00	650.00	2,050.00	24.07
100-003-3401	Municipal Court	70,000.00	22,519.42	22,519.42	47,480.58	32.17
100-003-3402	Marion County Court	23,000.00	6,838.33	6,838.33	16,161.67	29.73
100-003-3404	Collections	0.00	0.00	0.00	0.00	0.00
100-003-3405	Temp Offense Surcharge	450.00	45.00	45.00	405.00	10.00
100-003-3611	Collections Interest	2,100.00	1,932.53	1,932.53	167.47	92.03
100-005-3401	Land Use Fees	26,000.00	12,591.33	12,591.33	13,408.67	48.43
100-005-3402	Building Permits	26,000.00	11,270.86	11,270.86	14,729.14	43.35
100-391-3910	Transfer In - Water Fees	19,890.00	0.00	0.00	19,890.00	0.00
100-391-3912	Transfer In - Sewer Fees	20,877.00	0.00	0.00	20,877.00	0.00
100-391-3914	Transfer In - SDC Admin	8,472.00	0.00	0.00	8,472.00	0.00
100-391-3920	Trans In - OP OH	69,852.00	0.00	0.00	69,852.00	0.00
100-399-9999	Beginning Fund Balance	71,310.00	0.00	0.00	71,310.00	0.00
	100 Totals:	1,455,369.00	161,734.10	161,734.10	1,293,634.90	11.11
121	STREET FUND					
121-000-3190	Gas Tax	148,532.00	39,307.00	39,307.00	109,225.00	26.46
121-000-3407	Transportation Utility	75,636.00	25,633.95	25,633.95	50,002.05	33.89
121-000-3408	Row Permits	450.00	90.00	90.00	360.00	20.00
121-000-3554	Assessment Principal	0.00	0.00	0.00	0.00	0.00
121-000-3601	Miscellaneous Revenue	200.00	0.00	0.00	200.00	0.00
121-000-3611	Interest Income	280.00	118.85	118.85	161.15	42.45
121-399-9999	Beginning Fund Balance	85,008.00	0.00	0.00	85,008.00	0.00
	121 Totals:	310,106.00	65,149.80	65,149.80	244,956.20	21.01
122	STREET CONSTRUCTION FUND					
122-000-3190	Gas Tax	37,133.00	9,826.75	9,826.75	27,306.25	26.46
122-000-3341	Special Allotment Grant	50,000.00	0.00	0.00	50,000.00	0.00
122-000-3342	Odor 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	2,016.00	0.00	0.00	2,016.00	0.00
122-000-3551	SDC-Improvement	32,724.00	0.00	0.00	32,724.00	0.00
122-000-3554	Assessment Principal	7,044.00	364.06	364.06	6,679.94	5.17
122-000-3601	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
122-000-3611	Interest Income	500.00	177.51	177.51	322.49	35.50
122-399-9999	Beginning Fund Balance	86,941.00	0.00	0.00	86,941.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
123	RESERVE FUND					
123-000-3611	Interest	150.00	39.01	39.01	110.99	26.01
123-000-3642	Donations	0.00	0.00	0.00	0.00	0.00
123-391-0100	Trans From-General	9,907.00	0.00	0.00	9,907.00	0.00
123-391-0121	Trans From-Streets	7,820.00	0.00	0.00	7,820.00	0.00
123-391-0201	Trans From-Sewer	10,980.00	0.00	0.00	10,980.00	0.00
123-391-0205	Trans From-Water	10,980.00	0.00	0.00	10,980.00	0.00
123-399-9999	Beginning Fund Balance	130,286.00	0.00	0.00	130,286.00	0.00
	123 Totals:	216,358.00	10,368.32	10,368.32	205,989.68	4.79
125	PARK IMPROVEMENT FUND					
125-000-3301	State Shared Revenue	15,000.00	4,018.43	4,018.43	10,981.57	26.79
125-000-3341	State Parks Dept. Grant	147,024.00	0.00	0.00	147,024.00	0.00
125-000-3551	SDC-Improvement	36,732.00	0.00	0.00	36,732.00	0.00
125-000-3552	SDC-Reimbursement	5,736.00	0.00	0.00	5,736.00	0.00
125-000-3554	SDC-Administration	1,776.00	0.00	0.00	1,776.00	0.00
125-000-3601	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
125-000-3611	Interest Income	400.00	141.66	141.66	258.34	35.42
125-000-3642	Donations	1,500.00	0.00	0.00	1,500.00	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	181,914.00	0.00	0.00	181,914.00	0.00
	125 Totals:	390,082.00	4,160.09	4,160.09	385,921.91	1.07
201	SEWER UTILITY FUND					
201-000-3403	Reconnect Fee	0.00	0.00	0.00	0.00	0.00
201-000-3441	Service Charges Sewer	417,535.00	134,881.47	134,881.47	282,653.53	32.30
201-000-3442	Connection Chgs Sewer	0.00	0.00	0.00	0.00	0.00
201-000-3601	Miscellaneous Revenue	100.00	0.00	0.00	100.00	0.00
201-000-3611	Interest Income	100.00	6.56	6.56	93.44	6.56
201-399-9999	Beginning Fund Balance	125,153.00	0.00	0.00	125,153.00	0.00
	201 Totals:	542,888.00	134,888.03	134,888.03	407,999.97	24.85
202	SEWER CONSTRUCTION FUND					
202-000-3550	Wastewater Reuse Revenue	146,916.00	48,064.33	48,064.33	98,851.67	32.72

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
202-000-3551	SDC-Improvement	12,720.00	0.00	0.00	12,720.00	0.00
202-000-3552	SDC-Reimbursement	35,676.00	0.00	0.00	35,676.00	0.00
202-000-3554	SDC-Administration	3,336.00	0.00	0.00	3,336.00	0.00
202-000-3601	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
202-000-3611	Interest Income	0.00	81.30	81.30	(81.30)	0.00
202-000-3615	Trans from-Sewer	0.00	0.00	0.00	0.00	0.00
202-399-9999	Beginning Fund balance	377,617.00	0.00	0.00	377,617.00	0.00
	202 Totals:	576,265.00	48,145.63	48,145.63	528,119.37	8.35
203	SEWER BOND FUND					
203-000-3601	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
203-000-3611	Interest Income	100.00	32.47	32.47	67.53	32.47
203-391-0201	Trans From-Sewer	29,148.00	29,148.00	29,148.00	0.00	100.00
203-391-0202	Trans From-Sewer Con	0.00	0.00	0.00	0.00	0.00
203-399-9999	Beginning fund Balance	64,161.00	0.00	0.00	64,161.00	0.00
	203 Totals:	93,409.00	29,180.47	29,180.47	64,228.53	31.24
205	WATER UTILITY FUND					
205-000-3401	Service Charges Water	388,692.00	146,270.79	146,270.79	242,421.21	37.63
205-000-3402	Connection Chgs Water	3,600.00	0.00	0.00	3,600.00	0.00
205-000-3403	Reconnection Fee	5,500.00	1,047.85	1,047.85	4,452.15	19.05
205-000-3404	Sale Of Supp Prop	0.00	0.00	0.00	0.00	0.00
205-000-3601	Miscellaneous Revenue	10,000.00	4,251.40	4,251.40	5,748.60	42.51
205-000-3611	Interest Income	100.00	13.06	13.06	86.94	13.06
205-000-3612	Refunds - UB	0.00	0.00	0.00	0.00	0.00
205-000-3620	Lease-Water Tower	7,200.00	1,796.85	1,796.85	5,403.15	24.96
205-000-3622	Verzion Lease	14,400.00	4,922.50	4,922.50	9,477.50	34.18
205-399-9999	Beginning Fund Balance	142,715.00	0.00	0.00	142,715.00	0.00
	205 Totals:	572,207.00	158,302.45	158,302.45	413,904.55	27.67
206	WATER CONSTRUCTION FUND					
206-000-3550	Water Static Revenue	107,052.00	24,997.47	24,997.47	82,054.53	23.35
206-000-3551	SDC-Improvement	4,152.00	0.00	0.00	4,152.00	0.00
206-000-3552	SDC-Reimbursement	26,592.00	0.00	0.00	26,592.00	0.00
206-000-3554	SDC-Administration	3,360.00	0.00	0.00	3,360.00	0.00
206-000-3611	Interest Income	400.00	113.13	113.13	286.87	28.28
206-391-0251	Trans From-Water	0.00	0.00	0.00	0.00	0.00
206-399-9999	Beginning fund Balance	300,205.00	0.00	0.00	300,205.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
207	206 Totals:	441,761.00	25,110.60	25,110.60	416,650.40	5.68
207-000-3500	WATER BOND FUND					
207-000-3601	Debt Service Revenue	0.00	0.00	0.00	0.00	0.00
207-000-3611	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
207-391-0251	Interest Income	0.00	11.84	11.84	(11.84)	0.00
207-399-9999	Trans From-Water	95,727.00	0.00	0.00	95,727.00	0.00
	Beginning Fund Balance	82,500.00	0.00	0.00	82,500.00	0.00
	207 Totals:	178,227.00	11.84	11.84	178,215.16	0.01
	Report Totals:	4,946,795.00	637,090.34	637,090.34	4,309,704.66	12.88

General Ledger

Expenses vs. Budget

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 Period 1 to 3, 2016



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					
100-410	ADMIN EXPENDITURES					
D01	Salaries and Wages					
100-410-1100	SALARIES AND WAGES	70,535.00	0.00	0.00	70,535.00	100.00
100-410-1101	City Recorder	0.00	10,333.71	10,333.71	(10,333.71)	0.00
100-410-1102	Finance Director	0.00	5,536.80	5,536.80	(5,536.80)	0.00
100-410-1105	Administrative Assistant	0.00	1,653.74	1,653.74	(1,653.74)	0.00
	Salaries and Wages	70,535.00	17,524.25	17,524.25	53,010.75	0.00
						75.15
D02	Employee Benefits					
100-410-4100	EMPLOYEE BENEFITS	41,003.00	0.00	0.00	41,003.00	100.00
100-410-4110	EB-Medical & Dental	0.00	5,479.96	5,479.96	(5,479.96)	0.00
100-410-4120	EB-Insurance (life & disab)	0.00	68.86	68.86	(68.86)	0.00
100-410-4150	EB-Employer Taxes	0.00	1,359.94	1,359.94	(1,359.94)	0.00
100-410-4170	EB-PERS	0.00	4,144.73	4,144.73	(4,144.73)	0.00
100-410-4190	EB-Workers Comp	0.00	133.04	133.04	(133.04)	0.00
	Employee Benefits	41,003.00	11,186.53	11,186.53	29,816.47	0.00
						72.71
E02	Materials & Services					
100-410-5100	PROFESSIONAL SERVICES	41,019.00	12,568.14	12,568.14	28,450.86	0.00
100-410-5200	CONTRACTED SUPPORT	200.00	0.00	0.00	200.00	0.00
100-410-5300	OPERATIONAL SUPPLIES	375.00	0.00	0.00	375.00	0.00
100-410-5500	PROGRAM & GRANT EXPEN	0.00	0.00	0.00	0.00	0.00
100-410-6100	BUILDING MAINT & SUPPLE	3,100.00	434.74	434.74	2,665.26	0.00
100-410-6200	RENTALS AND LEASES	2,562.00	261.11	261.11	2,300.89	0.00
100-410-6300	INSURANCE	2,605.00	2,471.85	2,471.85	133.15	0.00
100-410-6400	ADVERTISING & RECRUITM	2,000.00	0.00	0.00	2,000.00	0.00
100-410-6500	TRAINING & MEMBERSHIPS	11,765.00	3,740.26	3,740.26	8,024.74	0.00
100-410-6600	OFFICE SUPPLIES & MISC EX	7,650.00	1,537.63	1,537.63	6,112.37	0.00
100-410-6700	EQUIP MAINT & SUPPLIES	2,600.00	0.00	0.00	2,600.00	0.00
100-410-6800	UNIFORMS	200.00	0.00	0.00	200.00	0.00
100-410-6900	UTILITIES	5,650.00	1,179.85	1,179.85	4,470.15	0.00
						79.11

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	Materials & Services	79,726.00	22,193.58	22,193.58	57,532.42	72.16
	100-410 Totals:	191,264.00	50,904.36	50,904.36	140,359.64	73.38
100-412	COURT EXPENDITURES					
D01	Salaries and Wages					
100-412-1100	SALARIES AND WAGES	24,707.00	0.00	0.00	24,707.00	100.00
100-412-1101	City Recorder	0.00	1,033.39	1,033.39	(1,033.39)	0.00
100-412-1102	Finance Director	0.00	830.53	830.53	(830.53)	0.00
100-412-1105	Administrative Assistant	0.00	3,858.84	3,858.84	(3,858.84)	0.00
100-412-1111	Interpreter	0.00	102.52	102.52	(102.52)	0.00
100-412-1112	Bailiff	0.00	120.00	120.00	(120.00)	0.00
	Salaries and Wages	24,707.00	5,945.28	5,945.28	18,761.72	75.93
D02	Employee Benefits					
100-412-4100	EMPLOYEE BENEFITS	16,322.00	0.00	0.00	16,322.00	100.00
100-412-4110	EB-Medical & Dental	0.00	2,657.40	2,657.40	(2,657.40)	0.00
100-412-4120	EB-Insurance (life & disab)	0.00	21.96	21.96	(21.96)	0.00
100-412-4150	EB-Employer Taxes	0.00	460.29	460.29	(460.29)	0.00
100-412-4170	EB-PERS	0.00	1,186.31	1,186.31	(1,186.31)	0.00
100-412-4190	EB-Workers Comp	0.00	34.14	34.14	(34.14)	0.00
	Employee Benefits	16,322.00	4,360.10	4,360.10	11,961.90	73.28
E02	Materials & Services					
100-412-5100	PROFESSIONAL SERVICES	10,008.00	1,666.26	1,666.26	8,341.74	83.35
100-412-5300	OPERATIONAL SUPPLIES	50.00	0.00	0.00	50.00	100.00
100-412-6100	BUILDING MAINT & SUPPLIE	500.00	55.44	55.44	444.56	88.91
100-412-6200	RENTALS AND LEASES	520.00	59.34	59.34	460.66	88.58
100-412-6300	INSURANCE	754.00	785.57	785.57	(31.57)	0.00
100-412-6400	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-412-6500	TRAINING & MEMBERSHIPS	1,100.00	225.00	225.00	875.00	79.54
100-412-6600	OFFICE SUPPLIES & MISC EX	1,050.00	102.71	102.71	947.29	90.21
100-412-6700	EQUIP MAINT & SUPPLIES	200.00	0.00	0.00	200.00	100.00
100-412-6900	UTILITIES	1,900.00	309.18	309.18	1,590.82	83.72
	Materials & Services	16,182.00	3,203.50	3,203.50	12,978.50	80.20

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available		
100-413	100-412 Totals:	57,211.00	13,508.88	13,508.88	43,702.12	0.00	43,702.12	76.38
E02	COUNCIL EXPENDITURES							
100-413-5100	Materials & Services	3,000.00	549.99	549.99	2,450.01	0.00	2,450.01	81.66
100-413-5300	PROFESSIONAL SERVICES	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
100-413-6500	OPERATIONAL SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
	TRAINING & MEMBERSHIPS							
	Materials & Services	7,000.00	549.99	549.99	6,450.01	0.00	6,450.01	92.14
	100-413 Totals:	7,000.00	549.99	549.99	6,450.01	0.00	6,450.01	92.14
100-419	COM DEV EXPENDITURES							
D01	Salaries and Wages	13,156.00	0.00	0.00	13,156.00	0.00	13,156.00	100.00
100-419-1100	SALARIES AND WAGES	0.00	2,583.47	2,583.47	(2,583.47)	0.00	(2,583.47)	0.00
100-419-1101	City Recorder	0.00	692.10	692.10	(692.10)	0.00	(692.10)	0.00
100-419-1102	Finance Director	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-419-1105	Administrative Assistant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Salaries and Wages	13,156.00	3,275.57	3,275.57	9,880.43	0.00	9,880.43	75.10
D02	Employee Benefits	7,907.00	0.00	0.00	7,907.00	0.00	7,907.00	100.00
100-419-4100	EMPLOYEE BENEFITS	0.00	1,032.05	1,032.05	(1,032.05)	0.00	(1,032.05)	0.00
100-419-4110	EB-Medical & Dental	0.00	12.78	12.78	(12.78)	0.00	(12.78)	0.00
100-419-4120	EB-Insurance (life & disab)	0.00	256.08	256.08	(256.08)	0.00	(256.08)	0.00
100-419-4150	EB-Employer Taxes	0.00	829.05	829.05	(829.05)	0.00	(829.05)	0.00
100-419-4170	EB-PERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-419-4190	EB-Workers Comp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Employee Benefits	7,907.00	2,129.96	2,129.96	5,777.04	0.00	5,777.04	73.06
E02	Materials & Services	18,000.00	3,534.50	3,534.50	14,465.50	0.00	14,465.50	80.36
100-419-5100	PROFESSIONAL SERVICES	30,400.00	8,230.86	8,230.86	22,169.14	0.00	22,169.14	72.92
100-419-5400	INTERGOVERNMENTAL SERV	2,049.00	0.00	0.00	2,049.00	0.00	2,049.00	100.00
100-419-6500	TRAINING & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-419-6900	UTILITIES							
	Materials & Services	50,449.00	11,765.36	11,765.36	38,683.64	0.00	38,683.64	76.67

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available		
100-421	100-419 Totals:	71,512.00	17,170.89	17,170.89	54,341.11	0.00	54,341.11	75.98
D01	POLICE EXPENDITURES							
100-421-1100	Salaries and Wages		0.00	0.00	404,132.00	0.00	404,132.00	100.00
100-421-1101	SALARIES AND WAGES	404,132.00	344.46	344.46	(344.46)	0.00	(344.46)	0.00
100-421-1102	City Recorder	0.00	276.82	276.82	(276.82)	0.00	(276.82)	0.00
100-421-1103	Finance Director	0.00	18,812.70	18,812.70	(18,812.70)	0.00	(18,812.70)	0.00
100-421-1105	Chief Of Police	0.00	10,809.00	10,809.00	(10,809.00)	0.00	(10,809.00)	0.00
100-421-1106	Administrative Assistant	0.00	67,570.04	67,570.04	(67,570.04)	0.00	(67,570.04)	0.00
100-421-1110	Police Officers	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-421-1200	Community Resource Officer	0.00	1,440.00	1,440.00	(1,440.00)	0.00	(1,440.00)	0.00
100-421-1210	Reserve Officers	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-421-1212	Overtime Holiday	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-421-1300	Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-421-1301	Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	PD Holiday	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Salaries and Wages	404,132.00	99,253.02	99,253.02	304,878.98	0.00	304,878.98	75.44
D02	Employee Benefits							
100-421-4100	EMPLOYEE BENEFITS	264,294.00	0.00	0.00	264,294.00	0.00	264,294.00	100.00
100-421-4110	EB-Medical & Dental	0.00	37,709.08	37,709.08	(37,709.08)	0.00	(37,709.08)	0.00
100-421-4120	EB-Insurance (life & disab)	0.00	398.39	398.39	(398.39)	0.00	(398.39)	0.00
100-421-4150	EB-Employer Taxes	0.00	7,730.74	7,730.74	(7,730.74)	0.00	(7,730.74)	0.00
100-421-4170	EB-PERS	0.00	19,335.22	19,335.22	(19,335.22)	0.00	(19,335.22)	0.00
100-421-4190	EB-Workers Comp	0.00	6,802.02	6,802.02	(6,802.02)	0.00	(6,802.02)	0.00
	Employee Benefits	264,294.00	71,975.45	71,975.45	192,318.55	0.00	192,318.55	72.76
E02	Materials & Services							
100-421-5100	PROFESSIONAL SERVICES	13,450.00	6,859.52	6,859.52	6,590.48	0.00	6,590.48	49.00
100-421-5200	CONTRACTED SUPPORT	5,670.00	110.00	110.00	5,560.00	0.00	5,560.00	98.06
100-421-5300	OPERATIONAL SUPPLIES	6,750.00	995.51	995.51	5,754.49	0.00	5,754.49	85.25
100-421-5400	INTERGOVERNMENTAL SER	86,050.00	18,885.40	18,885.40	67,164.60	0.00	67,164.60	78.05
100-421-5500	PROGRAM & GRANT EXPEN	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	100.00
100-421-5560	911 Tax - Program Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-421-6100	BUILDING MAINT & SUPPLIE	2,190.00	490.21	490.21	1,699.79	0.00	1,699.79	77.61
100-421-6200	RENTALS AND LEASES	2,640.00	179.43	179.43	2,460.57	0.00	2,460.57	93.20
100-421-6300	INSURANCE	16,000.00	17,065.93	17,065.93	(1,065.93)	0.00	(1,065.93)	0.00
100-421-6400	ADVERTISING & RECRUITM	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
100-421-6500	TRAINING & MEMBERSHIPS	13,600.00	480.81	480.81	13,119.19	0.00	13,119.19	96.46
100-421-6600	OFFICE SUPPLIES & MISC EX	7,250.00	957.57	957.57	6,292.43	0.00	6,292.43	86.79
100-421-6700	EQUIP MAINT & SUPPLIES	46,200.00	5,078.31	5,078.31	41,121.69	0.00	41,121.69	89.00
100-421-6800	UNIFORMS	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
100-421-6900	UTILITIES	11,300.00	2,146.18	2,146.18	9,153.82	0.00	9,153.82	81.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available		
E03	Materials & Services	232,100.00	53,248.87	53,248.87	178,851.13	0.00	178,851.13	77.05
100-421-7000	Capital Outlay CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-421 Totals:		900,526.00	224,477.34	224,477.34	676,048.66	0.00	676,048.66	75.07
D01	PARK EXPENDITURES							
100-452-1100	Salaries and Wages	63,324.00	0.00	0.00	63,324.00	0.00	63,324.00	100.00
100-452-1101	SALARIES AND WAGES	0.00	344.46	344.46	(344.46)	0.00	(344.46)	0.00
100-452-1102	City Recorder	0.00	276.85	276.85	(276.85)	0.00	(276.85)	0.00
100-452-1104	Finance Director	0.00	3,297.10	3,297.10	(3,297.10)	0.00	(3,297.10)	0.00
100-452-1105	Public Works Super	0.00	2,810.34	2,810.34	(2,810.34)	0.00	(2,810.34)	0.00
100-452-1107	Administrative Assistant	0.00	4,356.21	4,356.21	(4,356.21)	0.00	(4,356.21)	0.00
100-452-1108	Utility Worker 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-452-1109	PW Admin Assistant	0.00	3,572.31	3,572.31	(3,572.31)	0.00	(3,572.31)	0.00
100-452-1112	PW Maintenance PT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-452-1113	Utility Worker 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-452-1302	PT Seasonal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-452-1303	Pager Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Comp Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Salaries and Wages	63,324.00	14,657.27	14,657.27	48,666.73	0.00	48,666.73	76.85
D02	Employee Benefits	51,749.00	0.00	0.00	51,749.00	0.00	51,749.00	100.00
100-452-4100	EMPLOYEE BENEFITS	0.00	7,075.53	7,075.53	(7,075.53)	0.00	(7,075.53)	0.00
100-452-4110	EB-Medical & Dental	0.00	60.01	60.01	(60.01)	0.00	(60.01)	0.00
100-452-4120	EB-Insurance (life & disab)	0.00	1,135.04	1,135.04	(1,135.04)	0.00	(1,135.04)	0.00
100-452-4150	EB-Employer Taxes	0.00	3,367.83	3,367.83	(3,367.83)	0.00	(3,367.83)	0.00
100-452-4170	EB-PERS	0.00	895.70	895.70	(895.70)	0.00	(895.70)	0.00
100-452-4190	EB-Workers Comp	0.00				0.00		0.00
	Employee Benefits	51,749.00	12,534.11	12,534.11	39,214.89	0.00	39,214.89	75.77
E02	Materials & Services	2,600.00	617.11	617.11	1,982.89	0.00	1,982.89	76.26
100-452-5100	PROFESSIONAL SERVICES	0.00	0.00	0.00	100.00	0.00	100.00	100.00
100-452-5200	CONTRACTED SUPPORT	7,000.00	581.09	581.09	6,418.91	0.00	6,418.91	91.69
100-452-5300	OPERATIONAL SUPPLIES	3,400.00	320.61	320.61	3,079.39	0.00	3,079.39	90.57
100-452-6100	BUILDING MAINT & SUPPLIE	700.00	39.63	39.63	660.37	0.00	660.37	94.33
100-452-6200	RENTALS AND LEASES							

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
100-452-6300	INSURANCE	3,426.00	3,388.75	3,388.75	37.25	1.08
100-452-6400	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	100.00
100-452-6500	TRAINING & MEMBERSHIPS	1,200.00	105.00	105.00	1,095.00	91.25
100-452-6600	OFFICE SUPPLIES & MISC EX	800.00	117.70	117.70	682.30	85.28
100-452-6700	EQUIP MAINT & SUPPLIES	6,300.00	1,912.29	1,912.29	4,387.71	69.64
100-452-6800	UNIFORMS	100.00	0.00	0.00	100.00	100.00
100-452-6900	UTILITIES	4,400.00	2,010.92	2,010.92	2,389.08	54.29
	Materials & Services	30,126.00	9,093.10	9,093.10	21,032.90	69.81
100-452 Totals:		145,199.00	36,284.48	36,284.48	108,914.52	75.01
100-491	Transfers Out					
E06	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
100-491-8000	Trans To Street Fund	0.00	0.00	0.00	0.00	0.00
100-491-8001	Trans To Street Const	0.00	0.00	0.00	0.00	0.00
100-491-8002	Trans To Reserve	9,907.00	0.00	0.00	9,907.00	100.00
100-491-8003	Trans To Sewer Fund	0.00	0.00	0.00	0.00	0.00
100-491-8004	Trans To Sewer Const	0.00	0.00	0.00	0.00	0.00
100-491-8005	Trans To Sewer Bond	0.00	0.00	0.00	0.00	0.00
100-491-8006	Trans To Water Fund	0.00	0.00	0.00	0.00	0.00
100-491-8007	Trans To Water Const	0.00	0.00	0.00	0.00	0.00
100-491-8008	Trans To Water Bond	0.00	0.00	0.00	0.00	0.00
100-491-8009	Trans To Park Improve	0.00	0.00	0.00	0.00	0.00
100-491-8125	Transfers Out	9,907.00	0.00	0.00	9,907.00	100.00
100-491 Totals:		9,907.00	0.00	0.00	9,907.00	100.00
100-900	Contingency	72,750.00	0.00	0.00	72,750.00	100.00
E07	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
100-900-9900	Unappropriated EFB	72,750.00	0.00	0.00	72,750.00	100.00
100-900-9990	Contingency	0.00	0.00	0.00	0.00	0.00
100-900 Totals:		72,750.00	0.00	0.00	72,750.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available		
121	100 Totals:	1,455,369.00	342,895.94	342,895.94	1,112,473.06	0.00	1,112,473.06	76.43
D01	STREET FUND							
	Salaries and Wages							
121-431-1100	SALARIES AND WAGES	70,392.00	0.00	0.00	70,392.00	0.00	70,392.00	100.00
121-431-1101	City Recorder	0.00	861.17	861.17	(861.17)	0.00	(861.17)	0.00
121-431-1102	Finance Director	0.00	2,076.30	2,076.30	(2,076.30)	0.00	(2,076.30)	0.00
121-431-1104	Public Works Super	0.00	3,297.05	3,297.05	(3,297.05)	0.00	(3,297.05)	0.00
121-431-1105	Administrative Assistant	0.00	3,912.84	3,912.84	(3,912.84)	0.00	(3,912.84)	0.00
121-431-1107	Utility Worker 1	0.00	4,093.99	4,093.99	(4,093.99)	0.00	(4,093.99)	0.00
121-431-1108	PW Admin Assistant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121-431-1109	PW Maintenance PT	0.00	4,082.69	4,082.69	(4,082.69)	0.00	(4,082.69)	0.00
121-431-1112	Utility Worker 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121-431-1113	PT Seasonal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121-431-1302	Pager Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121-431-1303	Comp Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D02	Salaries and Wages	70,392.00	18,324.04	18,324.04	52,067.96	0.00	52,067.96	73.96
	Employee Benefits							
121-431-4100	EMPLOYEE BENEFITS	53,766.00	0.00	0.00	53,766.00	0.00	53,766.00	100.00
121-431-4110	EB-Medical & Dental	0.00	8,339.87	8,339.87	(8,339.87)	0.00	(8,339.87)	0.00
121-431-4120	EB-Insurance (life & disab)	0.00	74.93	74.93	(74.93)	0.00	(74.93)	0.00
121-431-4150	EB-Employer Taxes	0.00	1,426.63	1,426.63	(1,426.63)	0.00	(1,426.63)	0.00
121-431-4170	EB-PERS	0.00	4,076.00	4,076.00	(4,076.00)	0.00	(4,076.00)	0.00
121-431-4190	EB-Workers Comp	0.00	1,599.74	1,599.74	(1,599.74)	0.00	(1,599.74)	0.00
E02	Employee Benefits	53,766.00	15,517.17	15,517.17	38,248.83	0.00	38,248.83	71.13
	Materials & Services							
121-431-5100	PROFESSIONAL SERVICES	10,600.00	1,318.55	1,318.55	9,281.45	0.00	9,281.45	87.56
121-431-5200	CONTRACTED SUPPORT	13,200.00	2,892.77	2,892.77	10,307.23	0.00	10,307.23	78.08
121-431-5300	OPERATIONAL SUPPLIES	100.00	20.71	20.71	79.29	0.00	79.29	79.29
121-431-5500	PROGRAM & GRANT EXPEN	15,000.00	3,403.99	3,403.99	11,596.01	0.00	11,596.01	77.30
121-431-6100	BUILDING MAINT & SUPPLIE	1,100.00	76.38	76.38	1,023.62	0.00	1,023.62	93.05
121-431-6200	RENTALS AND LEASES	800.00	33.03	33.03	766.97	0.00	766.97	95.87
121-431-6300	INSURANCE	2,723.00	2,595.48	2,595.48	127.52	0.00	127.52	4.68
121-431-6400	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	0.00	100.00	100.00
121-431-6500	TRAINING & MEMBERSHIPS	1,300.00	85.50	85.50	1,214.50	0.00	1,214.50	93.42
121-431-6600	OFFICE SUPPLIES & MISC EX	2,200.00	287.74	287.74	1,912.26	0.00	1,912.26	86.92
121-431-6700	EQUIP MAINT & SUPPLIES	6,700.00	965.88	965.88	5,734.12	0.00	5,734.12	85.58
121-431-6800	UNIFORMS	300.00	0.00	0.00	300.00	0.00	300.00	100.00
121-431-6900	UTILITIES	37,100.00	8,341.10	8,341.10	28,758.90	0.00	28,758.90	77.51

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available		
	Materials & Services	91,223.00	20,021.13	20,021.13	71,201.87	0.00	71,201.87	78.05
	121-431 Totals:	215,381.00	53,862.34	53,862.34	161,518.66	0.00	161,518.66	74.99
121-491	(No Description)							
E06	Transfers Out							
121-491-8001	Trans To Street Fund	0.00	0.00	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	0.00	0.00
121-491-8003	Trans To Reserve Fund	7,820.00	0.00	0.00	7,820.00	0.00	7,820.00	100.00
121-491-8004	Trans To Sewer Fund	0.00	0.00	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	0.00	0.00
121-491-8006	Trans To Sewer Const	0.00	0.00	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	0.00	0.00
121-491-8008	Trans To Water Const	0.00	0.00	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	0.00	0.00
121-491-8701	Operational Overhead	19,026.00	0.00	0.00	19,026.00	0.00	19,026.00	100.00
	Transfers Out	26,846.00	0.00	0.00	26,846.00	0.00	26,846.00	100.00
	121-491 Totals:	26,846.00	0.00	0.00	26,846.00	0.00	26,846.00	100.00
121-900	(No Description)							
E07	Contingency							
121-900-9900	CONTINGENCY	67,879.00	0.00	0.00	67,879.00	0.00	67,879.00	100.00
121-900-9990	Unappropriated EFB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Contingency	67,879.00	0.00	0.00	67,879.00	0.00	67,879.00	100.00
	121-900 Totals:	67,879.00	0.00	0.00	67,879.00	0.00	67,879.00	100.00
	121 Totals:	310,106.00	53,862.34	53,862.34	256,243.66	0.00	256,243.66	82.63
122	STREET CONSTRUCTION FU							
122-431	Materials & Services							
E02	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
122-431-5100	PROFESSIONAL SERVICES	0.00	0.00	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
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	200,000.00	13,985.94	13,985.94	186,014.06	93.00
122-431-7000	CAPITAL OUTLAY	200,000.00	13,985.94	13,985.94	186,014.06	93.00
	Capital Outlay	200,000.00	13,985.94	13,985.94	186,014.06	93.00
122-431 Totals:		203,900.00	13,985.94	13,985.94	189,914.06	93.14
122-491	(No Description)					
E06	Transfers Out	0.00	0.00	0.00	0.00	0.00
122-491-8701	Transfer Out- Oper OH	0.00	0.00	0.00	0.00	0.00
122-491-8801	SCD Administration	2,016.00	0.00	0.00	2,016.00	100.00
	Transfers Out	2,016.00	0.00	0.00	2,016.00	100.00
122-491 Totals:		2,016.00	0.00	0.00	2,016.00	100.00
122-900	(No Description)					
E07	Contingency	10,442.00	0.00	0.00	10,442.00	100.00
122-900-9900	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
122-900-9990	Unappropriated EFB	10,442.00	0.00	0.00	10,442.00	100.00
	Contingency	10,442.00	0.00	0.00	10,442.00	100.00
122-900 Totals:		10,442.00	0.00	0.00	10,442.00	100.00
122 Totals:		216,358.00	13,985.94	13,985.94	202,372.06	93.53
123	RESERVE FUND					
123-419	COM DEV EXPENDITURES	799.00	0.00	0.00	799.00	100.00
E03	Capital Outlay	799.00	0.00	0.00	799.00	100.00
123-419-7000	CAPITAL OUTLAY	799.00	0.00	0.00	799.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amt	Available %	Available
123-419-7504	Dump Truck	24,900.00	0.00	0.00	24,900.00	0.00	24,900.00	100.00
123-419-7505	Backhoe	35,180.00	0.00	0.00	35,180.00	0.00	35,180.00	100.00
123-419-7506	Pub Wrks Trac/Mower	10,450.00	0.00	0.00	10,450.00	0.00	10,450.00	100.00
123-419-7515	Plotter	6,800.00	0.00	0.00	6,800.00	0.00	6,800.00	100.00
123-419-7710	Pub Wrks Pick Up	44,644.00	0.00	0.00	44,644.00	0.00	44,644.00	100.00
123-419-7712	Springbrook	21,000.00	0.00	0.00	21,000.00	0.00	21,000.00	100.00
123-419-7725	Server	10,387.00	0.00	0.00	10,387.00	0.00	10,387.00	100.00
123-419-7726	City Hall Siding	11,460.00	0.00	0.00	11,460.00	0.00	11,460.00	100.00
123-419-7727	City Hall Carpet	1,235.00	0.00	0.00	1,235.00	0.00	1,235.00	100.00
123-419-7740	Police Vehicle	3,268.00	0.00	0.00	3,268.00	0.00	3,268.00	100.00
	Capital Outlay	170,123.00	0.00	0.00	170,123.00	0.00	170,123.00	100.00
123-419 Totals:		170,123.00	0.00	0.00	170,123.00	0.00	170,123.00	100.00
123-900	(No Description)							
E07	Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00
123-900-9900	CONTINGENCY	0.00	0.00	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	0.00	0.00
	Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00
123-900 Totals:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
123 Totals:		170,123.00	0.00	0.00	170,123.00	0.00	170,123.00	100.00
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	0.00	0.00
	Materials & Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E03	Capital Outlay							
125-452-7000	CAPITAL OUTLAY	350,000.00	0.00	0.00	350,000.00	0.00	350,000.00	100.00
	Capital Outlay	350,000.00	0.00	0.00	350,000.00	0.00	350,000.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
125-491	125-491 Totals:	350,000.00	0.00	0.00	350,000.00	100.00
E06	(No Description)					
125-491-8000	Transfers Out	1,776.00	0.00	0.00	1,776.00	100.00
	TRANSFERS OUT					
	Transfers Out	1,776.00	0.00	0.00	1,776.00	100.00
	125-491 Totals:	1,776.00	0.00	0.00	1,776.00	100.00
125-900	(No Description)					
E07	Contingency	38,306.00	0.00	0.00	38,306.00	100.00
125-900-9900	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
125-900-9990	Unappropriated EFB	38,306.00	0.00	0.00	38,306.00	100.00
	Contingency	38,306.00	0.00	0.00	38,306.00	100.00
	125-900 Totals:	38,306.00	0.00	0.00	38,306.00	100.00
	125 Totals:	390,082.00	0.00	0.00	390,082.00	100.00
201	SEWER UTILITY FUND					
201-432	Salaries and Wages	98,936.00	0.00	0.00	98,936.00	100.00
D01	SALARIES AND WAGES	0.00	861.17	861.17	(861.17)	0.00
201-432-1100	City Recorder	0.00	2,076.30	2,076.30	(2,076.30)	0.00
201-432-1102	Finance Director	0.00	6,227.81	6,227.81	(6,227.81)	0.00
201-432-1104	Public Works Super	0.00	4,464.12	4,464.12	(4,464.12)	0.00
201-432-1105	Administrative Assistant	0.00	9,387.92	9,387.92	(9,387.92)	0.00
201-432-1107	Utility Worker 1	0.00	0.00	0.00	0.00	0.00
201-432-1108	PW Admin Assistant	0.00	1,531.02	1,531.02	(1,531.02)	0.00
201-432-1109	PW Maintenance PT	0.00	0.00	0.00	0.00	0.00
201-432-1112	Utility Worker 2	0.00	0.00	0.00	0.00	0.00
201-432-1113	PT Seasonal	0.00	0.00	0.00	0.00	0.00
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

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available		
D02	Salaries and Wages	98,936.00	24,548.34	24,548.34	74,387.66	0.00	74,387.66	75.18
	Employee Benefits							
	EMPLOYEE BENEFITS	73,157.00	0.00	0.00	73,157.00	0.00	73,157.00	100.00
	EB-Medical & Dental	0.00	10,560.84	10,560.84	(10,560.84)	0.00	(10,560.84)	0.00
	EB-Insurance (life & disab)	0.00	99.45	99.45	(99.45)	0.00	(99.45)	0.00
	EB-Employer Taxes	0.00	1,922.03	1,922.03	(1,922.03)	0.00	(1,922.03)	0.00
	EB-PERS	0.00	6,067.37	6,067.37	(6,067.37)	0.00	(6,067.37)	0.00
	EB-Workers Comp	0.00	1,121.80	1,121.80	(1,121.80)	0.00	(1,121.80)	0.00
E02	Employee Benefits	73,157.00	19,771.49	19,771.49	53,385.51	0.00	53,385.51	72.97
	Materials & Services							
	PROFESSIONAL SERVICES	16,500.00	1,817.32	1,817.32	14,682.68	0.00	14,682.68	88.98
	CONTRACTED SUPPORT	24,300.00	1,536.40	1,536.40	22,763.60	0.00	22,763.60	93.67
	OPERATIONAL SUPPLIES	5,000.00	401.68	401.68	4,598.32	0.00	4,598.32	91.96
	BUILDING MAINT & SUPPLIE	2,500.00	168.12	168.12	2,331.88	0.00	2,331.88	95.27
	RENTALS AND LEASES	1,800.00	162.50	162.50	1,637.50	0.00	1,637.50	90.97
	INSURANCE	6,856.00	6,992.44	6,992.44	(136.44)	0.00	(136.44)	0.00
	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	0.00	100.00	100.00
	TRAINING & MEMBERSHIPS	6,100.00	377.00	377.00	5,723.00	0.00	5,723.00	93.82
	OFFICE SUPPLIES & MISC EX	7,100.00	779.96	779.96	6,320.04	0.00	6,320.04	89.01
	EQUIP MAINT & SUPPLIES	20,000.00	4,455.86	4,455.86	15,544.14	0.00	15,544.14	77.72
	UNIFORMS	600.00	0.00	0.00	600.00	0.00	600.00	100.00
	UTILITIES	41,100.00	10,101.48	10,101.48	30,998.52	0.00	30,998.52	75.42
	Materials & Services	131,956.00	26,792.76	26,792.76	105,163.24	0.00	105,163.24	79.69
	201-432 Totals:	304,049.00	71,112.59	71,112.59	232,936.41	0.00	232,936.41	76.61
E02	Materials & Services	20,877.00	0.00	0.00	20,877.00	0.00	20,877.00	100.00
201-491-8601	Franchise Fee	20,877.00	0.00	0.00	20,877.00	0.00	20,877.00	100.00
E06	Materials & Services	20,877.00	0.00	0.00	20,877.00	0.00	20,877.00	100.00
	Transfers Out							
	Trans To Street Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Trans To Street Const	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Trans To Reserve Fund	10,980.00	0.00	0.00	10,980.00	0.00	10,980.00	100.00
	Trans To Sewer Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Trans To Sewer Const	0.00	0.00	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
201-491-8006	Trans To Sewer Bond	29,148.00	29,148.00	29,148.00	0.00	0.00
201-491-8007	Trans To Water Fund	0.00	0.00	0.00	0.00	0.00
201-491-8008	Trans To Water Const	0.00	0.00	0.00	0.00	0.00
201-491-8009	Trans To Water Bond	0.00	0.00	0.00	0.00	0.00
201-491-8203	Trans To Sewer Bond Fund	0.00	0.00	0.00	0.00	0.00
201-491-8701	Operational Overhead	26,965.00	0.00	0.00	26,965.00	0.00
	Transfers Out	67,093.00	29,148.00	29,148.00	37,945.00	0.00
	201-491 Totals:	87,970.00	29,148.00	29,148.00	58,822.00	0.00
201-900	(No Description)					
E07	Contingency					
201-900-9900	CONTINGENCY	150,869.00	0.00	0.00	150,869.00	0.00
201-900-9990	Unappropriated EFB	0.00	0.00	0.00	0.00	0.00
	Contingency	150,869.00	0.00	0.00	150,869.00	0.00
	201-900 Totals:	150,869.00	0.00	0.00	150,869.00	0.00
	201 Totals:	542,888.00	100,260.59	100,260.59	442,627.41	0.00
202	SEWER CONSTRUCTION FU					
202-432	Materials & Services					
E02	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
202-432-5100	Materials & Services	0.00	0.00	0.00	0.00	0.00
E03	Capital Outlay					
202-432-7000	CAPITAL OUTLAY	130,000.00	0.00	0.00	130,000.00	0.00
	Capital Outlay	130,000.00	0.00	0.00	130,000.00	0.00
	202-432 Totals:	130,000.00	0.00	0.00	130,000.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
202-491	Transfers Out					
E06	TRANSFERS OUT	3,336.00	0.00	0.00	3,336.00	0.00
202-491-8000						100.00
	Transfers Out	3,336.00	0.00	0.00	3,336.00	0.00
						100.00
202-491 Totals:		3,336.00	0.00	0.00	3,336.00	0.00
202-900	(No Description)					
E07	Contingency	442,929.00	0.00	0.00	442,929.00	0.00
202-900-9900	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
202-900-9990	Unappropriated EFB					
	Contingency	442,929.00	0.00	0.00	442,929.00	0.00
						100.00
202-900 Totals:		442,929.00	0.00	0.00	442,929.00	0.00
202 Totals:		576,265.00	0.00	0.00	576,265.00	0.00
203	SEWER BOND FUND					
203-432	Materials & Services					
E02	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
						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	14,337.00	7,214.00	7,214.00	7,123.00	0.00
203-432-9002	Loan Principal	40,997.00	20,029.00	20,029.00	20,968.00	0.00
	Debt Service	55,334.00	27,243.00	27,243.00	28,091.00	0.00
						50.76
203-432 Totals:		55,334.00	27,243.00	27,243.00	28,091.00	0.00
						50.76

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
203-900	(No Description)					
E07	Contingency					
203-900-9900	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
203-900-9990	Unappropriated EFB	38,075.00	0.00	0.00	38,075.00	100.00
	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	27,243.00	27,243.00	66,166.00	70.83
205	WATER UTILITY FUND					
205-461	Salaries and Wages					
D01	SALARIES AND WAGES	80,122.00	0.00	0.00	80,122.00	100.00
205-461-1100	City Recorder	0.00	861.17	861.17	(861.17)	0.00
205-461-1101	Finance Director	0.00	2,076.30	2,076.30	(2,076.30)	0.00
205-461-1102	Public Works Super	0.00	5,495.14	5,495.14	(5,495.14)	0.00
205-461-1104	Administrative Assistant	0.00	5,566.66	5,566.66	(5,566.66)	0.00
205-461-1105	Utility Worker 1	0.00	3,673.84	3,673.84	(3,673.84)	0.00
205-461-1107	PW Admin Assistant	0.00	0.00	0.00	0.00	0.00
205-461-1109	PW Maintenance PT	0.00	1,020.66	1,020.66	(1,020.66)	0.00
205-461-1112	Utility Worker 2	0.00	0.00	0.00	0.00	0.00
205-461-1113	PT Seasonal	0.00	0.00	0.00	0.00	0.00
205-461-1302	Pager Pay	0.00	0.00	0.00	0.00	0.00
205-461-1303	Comp Time	0.00	0.00	0.00	0.00	0.00
	Salaries and Wages	80,122.00	18,693.77	18,693.77	61,428.23	76.66
D02	Employee Benefits	59,567.00	0.00	0.00	59,567.00	100.00
205-461-4100	EMPLOYEE BENEFITS	0.00	7,949.17	7,949.17	(7,949.17)	0.00
205-461-4110	EB-Medical & Dental	0.00	74.28	74.28	(74.28)	0.00
205-461-4120	EB-Insurance (lfe & disab)	0.00	1,454.99	1,454.99	(1,454.99)	0.00
205-461-4150	EB-Employer Taxes	0.00	4,339.96	4,339.96	(4,339.96)	0.00
205-461-4170	EB-PERS	0.00	892.10	892.10	(892.10)	0.00
205-461-4190	EB-Workers Comp	0.00				0.00
	Employee Benefits	59,567.00	14,710.50	14,710.50	44,856.50	75.30
E02	Materials & Services	18,100.00	1,718.66	1,718.66	16,381.34	90.50
205-461-5100	PROFESSIONAL SERVICES	12,000.00	2,513.92	2,513.92	9,486.08	79.05
205-461-5200	CONTRACTED SUPPORT					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
205-461-5300	OPERATIONAL SUPPLIES	16,000.00	8,041.78	8,041.78	7,958.22	0.00
205-461-6100	BUILDING MAINT & SUPPLIE	2,000.00	159.70	159.70	1,840.30	0.00
205-461-6200	RENTALS AND LEASES	2,300.00	162.50	162.50	2,137.50	0.00
205-461-6300	INSURANCE	9,793.00	9,736.12	9,736.12	56.88	0.00
205-461-6400	ADVERTISING & RECRUITM	100.00	0.00	0.00	100.00	0.00
205-461-6500	TRAINING & MEMBERSHIPS	5,500.00	1,714.95	1,714.95	3,785.05	0.00
205-461-6600	OFFICE SUPPLIES & MISC EX	8,500.00	738.86	738.86	7,761.14	0.00
205-461-6700	EQUIP MAINT & SUPPLIES	16,300.00	1,890.14	1,890.14	14,409.86	0.00
205-461-6800	UNIFORMS	600.00	0.00	0.00	600.00	0.00
205-461-6900	UTILITIES	38,300.00	10,445.48	10,445.48	27,854.52	0.00
	Materials & Services	129,493.00	37,122.11	37,122.11	92,370.89	0.00
	205-461 Totals:	269,182.00	70,526.38	70,526.38	198,655.62	0.00
						73.80
205-491						
E06	Transfers Out					
205-491-8001	Trans To Street Fund	0.00	0.00	0.00	0.00	0.00
205-491-8002	Trans To Street Const	0.00	0.00	0.00	0.00	0.00
205-491-8003	Trans To Reserve Fund	10,980.00	0.00	0.00	10,980.00	0.00
205-491-8004	Trans To Sewer Fund	0.00	0.00	0.00	0.00	0.00
205-491-8005	Trans To Sewer Const	0.00	0.00	0.00	0.00	0.00
205-491-8006	Trans To Sewer Bond	0.00	0.00	0.00	0.00	0.00
205-491-8007	Trans To Sewer Bond	0.00	0.00	0.00	0.00	0.00
205-491-8008	Trans To Water Const	0.00	0.00	0.00	0.00	0.00
205-491-8009	Trans To Water Const	95,727.00	0.00	0.00	95,727.00	0.00
205-491-8206	Trans To Water Bond	0.00	0.00	0.00	0.00	0.00
205-491-8207	Trans To Water Bond	0.00	0.00	0.00	0.00	0.00
205-491-8601	Trans Out - Franchise Fees	19,890.00	0.00	0.00	19,890.00	0.00
205-491-8701	Trans Out OP OH	23,861.00	0.00	0.00	23,861.00	0.00
	Transfers Out	150,458.00	0.00	0.00	150,458.00	0.00
	205-491 Totals:	150,458.00	0.00	0.00	150,458.00	0.00
						100.00
205-900	(No Description)					
E07	Contingency					
205-900-9900	CONTINGENCY	152,567.00	0.00	0.00	152,567.00	0.00
205-900-9990	Unappropriated EFB	0.00	0.00	0.00	0.00	0.00
	Contingency	152,567.00	0.00	0.00	152,567.00	0.00
						100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var Encumbered Amt	Available % Available
	205-900 Totals:	152,567.00	0.00	0.00	152,567.00	100.00
	205 Totals:	572,207.00	70,526.38	70,526.38	501,680.62	87.67
206 206-461 E02 206-461-5100	WATER CONSTRUCTION FU Materials & Services 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 206-461-7000	Capital Outlay CAPITAL OUTLAY	34,000.00	0.00	0.00	34,000.00	100.00
	Capital Outlay	34,000.00	0.00	0.00	34,000.00	100.00
	206-461 Totals:	34,000.00	0.00	0.00	34,000.00	100.00
206-491 E06 206-491-8000	(No Description) Transfers Out TRANSFERS OUT	3,360.00	0.00	0.00	3,360.00	100.00
	Transfers Out	3,360.00	0.00	0.00	3,360.00	100.00
	206-491 Totals:	3,360.00	0.00	0.00	3,360.00	100.00
206-900 E07 206-900-9900 206-900-9990	(No Description) Contingency CONTINGENCY Unappropriated EFB Contingency	404,401.00 0.00	0.00 0.00	0.00 0.00	404,401.00 0.00	100.00 0.00
	Contingency	404,401.00	0.00	0.00	404,401.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amt	Available %	Available
206-900 Totals:		404,401.00	0.00	0.00	404,401.00	0.00	404,401.00	100.00
206 Totals:		441,761.00	0.00	0.00	441,761.00	0.00	441,761.00	100.00
207	WATER BOND FUND							
207-461	Debt Service							
E05	BOND INTEREST	19,260.00	9,906.94	9,906.94	9,353.06	0.00	9,353.06	48.56
207-461-9001	BOND PRINCIPAL	76,467.00	37,956.52	37,956.52	38,510.48	0.00	38,510.48	50.36
207-461-9002	DEBT SERVICE FEE PMTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
207-461-9003								
	Debt Service	95,727.00	47,863.46	47,863.46	47,863.54	0.00	47,863.54	50.00
207-461 Totals:		95,727.00	47,863.46	47,863.46	47,863.54	0.00	47,863.54	50.00
207-900	(No Description)							
E07	Contingency	0.00	0.00	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	82,500.00	100.00
207-900-9990	Unappropriated EFB							
	Contingency	82,500.00	0.00	0.00	82,500.00	0.00	82,500.00	100.00
207-900 Totals:		82,500.00	0.00	0.00	82,500.00	0.00	82,500.00	100.00
207 Totals:		178,227.00	47,863.46	47,863.46	130,363.54	0.00	130,363.54	73.14
Report Totals:		4,946,795.00	656,637.65	656,637.65	4,290,157.35	0.00	4,290,157.35	86.72

Monthly Statistical Report

To: Mayor and City Council Members

From: Chief David M. Dryden

Date: October 5, 2015

Re: September 2015 Stats

Citations: 111

Written Warnings: 19

Towed Vehicles: 13

Custody Arrests: 16

- MONTHLY REPORT -

DATE: October 13, 2015
TO: City Council
FROM: Public Works Department

ITEM #1 On the Consent Agenda is a request for Council to authorize Public Works to accept the most appropriate proposal for the 2015 Well #1 Rehab Project.

Requests for Proposals were sent out on Monday, October 5, 2015, with responses due no later than 5:00 p.m. on Thursday, October 15, 2015.

Throughout the years, Well #1's production has been declining. In 2009, the well was producing an average of 463 GPM. These past eight months the production has averaged 403 GPM, which indicates an approximate 13% production reduction.

The drawdown also reflects the decline. In 2009, the average drawdown was 115' (feet). In 2015, the average drawdown is 142' (feet).

The desire is that the well rehab will bring the production back up. The estimated cost of this project is \$34,000.00, and is included in this year's budget.

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

The Public Works Department completed 10 requests for locates for the month of September.
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**CITY OF HUBBARD
CITY COUNCIL MEETING MINUTES
SEPTEMBER 8, 2015**

CALL TO ORDER: The Hubbard City Council meeting was called to order by Mayor Jim Yonally at 6:01 p.m. at the Hubbard City Hall, 3720 2nd Street, Hubbard.

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

City Council Present: Shannon Schmidt, Jim Yonally, Matt Kennedy, Angie Wheatcroft, 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; City Planner Associate Renata Wakeley; Administrative Assistant Lucy Astorga.

DISCUSSION REGARDING REGULATION OF MEDICAL AND RECREATIONAL MARIJUANA. City Planner Associate Renata Wakeley reported the state currently allows medical marijuana facilities, regulated under Oregon Health Authority. There are restrictions of where they can and cannot be located, and cities can add further restrictions.

City Councilor Matt Kennedy arrived at 6:02 p.m.

R. Wakeley stated cities can ban six of the seven marijuana uses, but in order to opt out, it must be done by voter referendum in November 2016.

City Attorney Chad Jacobs was present via Skype.

City Councilor Matt Kennedy commented the State has already put restrictions and regulations on medical and recreational marijuana, and doesn't see the necessity for further restrictions.

Mayor Jim Yonally reported he had some input from citizens, who were concerned with marijuana locations near City parks, daycares, churches, etc.

M. Kennedy said the point of sale is irrelevant, as customers aren't going to use it where they're buying it.

Linda Kleczynski, 2409 A Street, Hubbard, asked M. Kennedy if he doesn't think there would be exposure to people at the park by having marijuana locations nearby, and suggested restricting them to be located no closer than 1,000 feet from City parks.

City Councilor Barbara Ruiz arrived at 6:13 p.m.

City Councilor Angie Wheatcroft said she doesn't want marijuana facilities in Hubbard at all.

City Councilor Shannon Schmidt said she agrees with A. Wheatcroft, and if she could move the tavern from the downtown area to the highway, she would.

A. Wheatcroft reiterated she is totally against marijuana facilities in Hubbard, but if it has to be allowed, put it in the Industrial area, away from residences.

J. Yonally said personally, he would be open to having facilities in Hubbard, but would want it away from churches, where families and children gather, etc.

M. Kennedy asked why families and children would be at risk, as if kids are present, parents would be present to supervise them.

J. Yonally responded he wouldn't want to take his grandchildren to areas around bars, taverns, etc. He added the law regarding growing, processing marijuana is fairly loose.

Police Chief Dave Dryden commented he firmly agrees with restricting marijuana facilities away from family/gathering place. He said he doesn't believe having marijuana facilities present is good for the community, but if the Council decides to allow them, restrict them away from families and put them in the Industrial zoned area. He added he is familiar enough with the area to know there are small store fronts in the Industrial areas/zones. By doing so, it secludes it but is still available for use.

M. Kennedy said the Council has business and land owners to answer to as well.

A. Wheatcroft said to keep in mind what types of businesses and people the citizens want here.

L. Kleczynski asked if Woodburn and Aurora allow marijuana facilities.

R. Wakeley responded that Woodburn currently allows them in permitted commercial zones, and Aurora is currently discussing this topic.

L. Kleczynski asked does Hubbard really need it if Woodburn and possibly Aurora have it.

A. Wheatcroft asked what the tax revenue for the City would be.

C. Jacobs replied the local tax can be up to 3% and if the City doesn't ban any of the seven uses, it would be entitled to some of the state tax. If any of the seven uses are banned, can't put a local tax on it or receive any state tax revenues from it.

J. Yonally commented it makes more sense to have marijuana manufacturing, etc. in the Industrial areas.

City Councilor Barbara Ruiz said she agrees with Angie, and doesn't think Hubbard really needs to have it.

S. Schmidt said she wouldn't want any marijuana facilities in the Third Street downtown area.

M. Kennedy said he knows of many good people who currently use marijuana regularly. He said he understands the "fear" the other Councilors are expressing, but maybe they're just uncomfortable with the idea.

L. Kleczynski commented the exposure it allows needs to be looked at as well.

Robert Prinslow, 3745 10th Street, Hubbard, suggested the Council look at the revenues in Colorado, where the marijuana facilities have already been implemented. Have they received marijuana revenues at state level, and what costs are incurred to the City? He doesn't believe Hubbard needs that kind of revenue, and mentioned some cities went from expecting a couple facilities to having a dozen.

A. Wheatcroft said she just learned the City of Bend has 18 marijuana dispensaries.

J. Yonally asked if there were any time frame requirements to come to a decision.

C. Jacobs reported the state won't accept recreational marijuana applications until January 2016, or issues licenses until the second quarter of 2016. He added the planning process does take a while, so suggested getting started on the process this Fall. He said medical marijuana facilities are already allowed, so the sooner the City moves on that, the better. The City can ban facilities

and processors, but not grow sites, and any 3% tax has to be approved by the voters in November 2016.

The Consensus of the Council was to set up a work session with Council and Planning Commission to draft language and desired restrictions, if any.

J. Yonally recessed the meeting for a break at 6:59 p.m.

Council meeting resumed at 7:05 p.m.

UPDATE REGARDING IOF AGREEMENT – T. POTTER, ODOT.

Accept Amendment Number 01 Immediate Opportunity Fund Agreement Oregon Route 99E and Schmidt Lane. Tim Potter, ODOT, reported the original agreement was with PBSL and Valley Rolling for increase of 47 employees within five years. The amended IOF has extended the time period within ten years, and named all businesses that locate/relocate to the Industrial Park area on Schmidt Lane instead of only the two businesses. The completion date for this project will be May 26, 2019, maintain the level of employment, and collectively have added forty-seven (47) new, full-time positions created and filled within the ten year time span.

City Councilor Matt Kennedy asked how many jobs were created.

T. Potter responded he believes there were 14-15 new jobs created.

M. Kennedy commented he noticed the property in question is for sale.

MSA/City Councilor Matt Kennedy/City Councilor Angie Wheatcroft moved to accept Amendment Number 01 Immediate Opportunity Fund Agreement Oregon Routed 99E and Schmidt Lane. City Councilor Matt Kennedy, City Councilor Barbara Ruiz, City Councilor Shannon Schmidt, City Councilor Angie Wheatcroft, and Mayor Jim Yonally were in favor. Motion passed.

COMMUNITY REPORTS. Hubbard Parks Improvement Committee (HPIC), Linda Kleczynski, 2409 A Street, Hubbard, reported she had nothing to report and asked if there were any questions for her. There were none.

APPEARANCE OF INTERESTED CITIZENS. Tom Hostetler, 3476 Sunset Drive, Hubbard, thanked the Mayor for his letter in the recent City newsletter. He said when the general service fee was approved in 2013, his impression was it would fund the WWR and ISWP projects. He asked what the sewer residential flat rate and ISWP fees covered.

Mayor Jim Yonally responded the sewer flat rate goes to operating the sewer plant, and ISWP fees will fund the project to increase static water pressure.

Director of Administration/City Recorder Vickie Nogle commented the general service fee has always been intended to go to the general fund.

T. Hostetler asked if there is a policy/procedure on the splash fountain, and said it should've been shut down because it's unsafe.

Public Works Superintendent Jaime Estrada said a chemical fed to control the PH levels was malfunctioning, but was fixed.

T. Hostetler suggested the City put a safety check in place to shut it down when the splash fountain malfunctions if there is a potential safety hazard.

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

STAFF REPORTS.

POLICE DEPARTMENT – Police Chief Dave Dryden. D. Dryden said the Fire Department is in the process of interviewing for a new Fire Chief.

PUBLIC WORKS DEPARTMENT – Public Works Superintendent Jaime Estrada. Public Works Superintendent Jaime Estrada said he had nothing to add to his report.

ADMINISTRATIVE DEPARTMENT – Director of Administration/City Recorder V. Nogle, MMC. Director of Administration/City Recorder Vickie Nogle, and Senior Accounting specialist Kari Kurtz said they had nothing to add to their reports.

CONSENT AGENDA.

A. **APPROVAL OF JULY 14, 2015, CITY COUNCIL MINUTES.**

B. **APPROVAL OF AUGUST 11, 2015, CITY COUNCIL MINUTES.**

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

DISCUSSION REGARDING NEEDS ASSESSMENT. Senior Accounting Specialist Kari Kurtz said after conducting some research, a house of \$200,000 assessed value would be an additional \$416 per year for a \$5 Million 20 year bond.

DISCUSSION REGARDING MOWING CONTRACT. City Councilor Matt Kennedy stepped down from the bench to speak as a citizen.

Public Works Superintendent Jaime Estrada reported Matt Kennedy would like a similar mowing agreement that Union Pacific Railroad currently holds with the City.

M. Kennedy, 3635 5th Street, Hubbard, said there is a field along the rail road tracks, owned by him and his ex-wife, which many businesses use as parking. Currently, public works mows

around it because it's private property. He hoped he could have an agreement to have Public Works mow it, as it's being used as public parking. He said he is open to options.

J. Estrada said the area around M. Kennedy's property is mowed every other week, from April-Fall, and it would be an additional hour of the City's time, costing approximately \$560 per year.

M. Kennedy said he would prefer to not pay for it, but it needs to be mowed.

Mayor Jim Yonally asked if drafting an agreement and paying \$560 per year sounds good.

J. Estrada said it would cost the City approximately \$500 to draft an agreement.

M. Kennedy said he would rather the City have the money than an attorney, but would prefer a yearly fee, not monthly, as it is easier for his accounting.

J. Estrada said he would still want an agreement that holds the City harmless if something happened while staff is mowing M. Kennedy's property.

Robert Prinslow, 3745 10th Street, Hubbard, asked if someone was in the same situation, would the City do an agreement. R. Prinslow thinks other citizens will see it as a conflict because M. Kennedy is a City Councilor.

J. Yonally suggested M. Kennedy look at the costs, as an agreement will incur attorney fees. He said he believes M. Kennedy should be responsible for attorney fees and mowing costs.

J. Estrada clarified the agreement with Union Pacific Railroad is a beautification and lease agreement.

There was no Consensus or motion from the Council.

UPDATE REGARDING THE GENERAL FUND. Senior Accounting Specialist Kari Kurtz provided a spreadsheet with General Fund balances. She said Oregon Budget Law states if there's not enough money in a fund, you can't spend it. She said if the City continues the current trend, there won't be enough money to carry the City through to November when the tax revenue comes in. The City currently borrowed \$100,000 from the Reserve Fund to pay expenses for this current fiscal year. Once the property tax revenues of \$701,000 are received, the money borrowed will go back to the original funds, but the downward trend will continue in the following years. K. Kurtz reported the Department Heads are finding fewer and fewer things to cut, and the City can only borrow from 28% of revenue funds, as everything else is restricted.

Mayor Jim Yonally suggested meeting with the Budget Committee to discuss possible staffing cuts, filling a part-time public works position instead of a full time, etc.

Public Works Superintendent Jaime Estrada reminded the Council that with the open full-time public works position, only 30% of the salary comes from the General Fund.

The Consensus of the Council is to meet with the Budget Committee, and have staff schedule the meeting.

APPROVAL OF THE AUGUST 2015 BANK RECONCILIATION REPORT. MSA/City Councilor Matt Kennedy/City Councilor Angie Wheatcroft moved to approve the bank reconciliation reports as presented. City Councilor Matt Kennedy, City Councilor Angie Wheatcroft, City Councilor Shannon Schmidt, and Mayor Jim Yonally were in favor. Motion passed. City Councilor Barbara Ruiz abstained from voting due to a conflict of interest as her father is the owner of the Shell gas station that she is employed.

OTHER CITY BUSINESS. There was none.

ADJOURNMENT - (NEXT REGULAR CITY COUNCIL MEETING IS TUESDAY, OCTOBER 13, 2015, AT 7:00 P.M.) MSA/City Councilor Angie Wheatcroft/City Councilor Shannon Schmidt moved to adjourn the meeting. City Councilor Matt Kennedy, City Councilor Angie Wheatcroft, City Councilor Shannon Schmidt, City Councilor Barbara Ruiz, and Mayor Jim Yonally were in favor. Motion passed. Meeting adjourned at 8:10 p.m.

Mayor Jim Yonally

ATTEST:

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

Lucy T. Astorga, Administrative Assistant
Recording & Transcribing

RESOLUTION NO. 599-2015

A RESOLUTION EXTENDING THE CITY OF HUBBARD'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF HUBBARD, AND REPEALING RESOLUTION NO. 503-2010.

Findings

- A. The City of Hubbard contracts with City/Council Insurance Services (CIS) for workers' compensation coverage for City employees and volunteers.
- B. CIS requires the City to specify the classes of volunteers it wishes to cover on the annual Volunteer Election Form.

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

- 1. Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on CIS payroll schedule and verified at audit:

a. Public Safety Volunteers

Applicable X Non-applicable _____

An assumed monthly wage of \$800 per month will be used for public safety volunteers in the following positions:

✓ Police reserve

- Search and rescue
- Firefighter
- Emergency medical personnel
- Ambulance drivers
- Other

b. Volunteer boards, commissions and councils for the performance of administrative duties.

Applicable X Non-applicable _____

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission or council for the performance of administrative duties. The covered bodies are:

- 1. City Council
- 2. Planning Commission
- 3. Budget Committee

C. Manual labor by elected officials.

Applicable _____ **Non-applicable X**

An assumed monthly wage of \$800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above

d. Non-public safety volunteers

Applicable X Non-applicable _____

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed.

✓ Parks and recreation

Senior center

Public works

Library

✓ Other

e. Public Events

Applicable _____ **Non-applicable X**

Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation:

f. Community Service Volunteers/Inmates

Applicable _____ **Non-applicable X**

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by the City of Hubbard.

Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

g. Other volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that the City of Hubbard:

1. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage
2. CIS approves the coverage and date of coverage
3. CIS provides written confirmation of coverage

The City of Hubbard agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service and hours of service and make them available at the time of a claim or audit to verify coverage.

2. Resolution No. 503-2010 is hereby repealed.

ADOPTED BY THE CITY COUNCIL this 13th day of October 2015.

APPROVED:

Jim Yonally, Mayor

ATTEST:

Vickie Nogle, MMC
Director of Administration/City Recorder

APPROVED AS TO FORM:

Berry, Elsner, & Hammond, City Attorney

RESOLUTION NO. 503-2010

A RESOLUTION EXTENDING THE CITY OF HUBBARD'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF HUBBARD AND REPEALING RESOLUTION NO. 403-2005.

WHEREAS, ORS 656.031 allows for workers' compensation coverage for municipal volunteer personnel, and

WHEREAS, the City of Hubbard contracts with City/County Insurance Services (CIS) for workers' compensation coverage for City employees and volunteers, and

WHEREAS, CIS requires the City to specify the classes of volunteers it wishes to cover on the annual Volunteer Election Form, and

WHEREAS, the City of Hubbard wishes to protect its volunteers from injuries arising out of, or in the scope of their service to the City, **NOW, THEREFORE**,

THE CITY OF HUBBARD RESOLVES AS FOLLOWS:

Section 1. Workers compensation coverage will be provided to the classes of volunteer workers listed on the annual Volunteer Election Form as follows:

- a. An assumed monthly wage of \$800 per month will be used for public safety volunteers; and
- b. An assumed annual wage of \$2,500 will be used per volunteer board, commission and/or council for the performance of administrative duties; and
- c. Non-public safety volunteers will keep track of their hours and have their assumed payroll reported in the correct class code for the type of work being performed using Oregon minimum wage; and
- d. A roster of active volunteers will be kept monthly for reporting purposes. It is acknowledged that CIS may request copies of these rosters during year-end audit; and
- e. Unanticipated volunteer projects or exposure not addressed on the annual Volunteer Election Form will be added onto the City of Hubbard's coverage agreement (1) by endorsement, (2) with advance notice to CIS, and (3) allowing two weeks for processing. It is hereby acknowledged that coverage of this type cannot be backdated.

Section 2. Resolution No. 403-2005 is hereby repealed.

INTRODUCED AND ADOPTED this 9th day of November 2010.

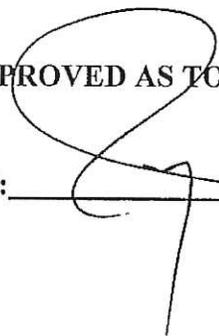
CITY OF HUBBARD, OREGON

BY:  _____
MAYOR

ATTEST:

BY:  _____
RECORDER

APPROVED AS TO FORM:

BY:  _____
CITY ATTORNEY

Bank Reconciliation

Checks By Date



City of
Hubbard, OR

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

10/05/2015 - 10:56 AM

User: kari kurtz

Cleared and Not Cleared Checks

Check No	Check Date	Name	Comment	ModuleVoid	Clear Date	Amount
95556	09/01/2015	Jess Hostetler		PR	09/30/2015	1,076.78
6246	09/08/2015	Lori Coukoulis		AP	09/30/2015	400.00
6247	09/08/2015	Dryden Electric, Inc.		AP	09/30/2015	101.90
6248	09/08/2015	Farm Fab Inc.		AP		45.00
6249	09/08/2015	Ferguson Waterworks		AP	09/30/2015	1,182.09
6250	09/08/2015	Great Western Sweeping, Inc.		AP	09/30/2015	963.75
6251	09/08/2015	Grove, Mueller & Swank		AP	09/30/2015	7,500.00
6252	09/08/2015	GW Hardware Center		AP	09/30/2015	92.76
6253	09/08/2015	Hattenhauer Energy Co		AP	09/30/2015	67.51
6254	09/08/2015	HD Supply Waterworks		AP	09/30/2015	114.84
6255	09/08/2015	Brenda Hidalgo		AP	09/30/2015	115.00
6256	09/08/2015	Hillside Church		AP	09/30/2015	50.00
6257	09/08/2015	Integra Telecom		AP	09/30/2015	694.62
6258	09/08/2015	Ken's Auto Body, Inc		AP	09/30/2015	329.88
6259	09/08/2015	Marion County Bldg Inspection		AP	09/30/2015	346.92
6260	09/08/2015	Marion County Treasury Dept		AP	09/30/2015	326.20
6261	09/08/2015	Net Assets		AP	09/30/2015	80.00
6262	09/08/2015	Office Depot		AP	09/30/2015	9.60
6263	09/08/2015	One Call Concepts, Inc.		AP	09/30/2015	18.90
6264	09/08/2015	Oregon Dept of Revenue		AP	09/30/2015	1,129.00
6265	09/08/2015	PGE- Portland General Electric		AP	09/30/2015	7,257.52
6266	09/08/2015	Profectus, INC.		AP	09/30/2015	396.63
6267	09/08/2015	Republic Services		AP	09/30/2015	422.85
6268	09/08/2015	Verizon Wireless		AP	09/30/2015	382.12
6269	09/08/2015	Washington Federal		AP	09/30/2015	47,863.46
6270	09/08/2015	Waste Connections		AP	09/30/2015	76.41
6271	09/08/2015	Waterlab Corporation		AP	09/30/2015	1,547.50
6272	09/08/2015	Willamette Valley Security, In		AP	09/30/2015	119.70
6273	09/28/2015	Colonial Life & Accident		AP		96.40
6274	09/28/2015	AKS Engineering & Forestry, LL		AP		1,065.00
6275	09/28/2015	Bachman Pving Co.		AP		2,958.00
6276	09/28/2015	Beery Elsner & Hammond, LLP		AP		2,766.75
6277	09/28/2015	Blackline, Inc		AP		13,873.44
6278	09/28/2015	BlackPoint IT Services		AP		1,049.00
6279	09/28/2015	CIT		AP		219.11
6280	09/28/2015	City/County Ins Services		AP		5,739.27
6281	09/28/2015	DAS Cashier		AP		200.00
6282	09/28/2015	Day Wireless Systems		AP		440.00
6283	09/28/2015	ELAN Corporate Payment Systems		AP		3,199.19
6284	09/28/2015	Hach Company		AP		440.09
6285	09/28/2015	Hattenhauer Energy Co		AP		118.35
6286	09/28/2015	Law Office of Scott Leonard, L		AP		678.00
6287	09/28/2015	LGPI		AP		418.00
6288	09/28/2015	Long Bros. Bldg Supply		AP		26.99
6289	09/28/2015	Mid-Willamette Valley		AP		1,084.05
6290	09/28/2015	NW Natural Gas		AP		50.16
6291	09/28/2015	OACA		AP		225.00
6292	09/28/2015	Office Depot		AP		37.70
6293	09/28/2015	One Call Concepts, Inc.		AP		18.90
6294	09/28/2015	OPOA		AP		70.00

Check No	Check Date	Name	Comment	ModuleVoid	Clear Date	Amount
6295	09/28/2015	Pacific Office Automation		AP		273.70
6296	09/28/2015	PGE- Portland General Electric		AP		2,575.12
6297	09/28/2015	Rain		AP		660.40
6298	09/28/2015	BRIAN RAMEY		AP		16.00
6299	09/28/2015	David Schrenk		AP		42.02
6300	09/28/2015	Shell Fleet Plus		AP		1,210.78
6301	09/28/2015	Verizon Wireless		AP		172.27
6302	09/28/2015	Walmart Community		AP		124.96
Total for Valid Checks:						112,559.59
Total Valid Checks:						58
Total Void Checks:						0
Total Checks:						58