

MEETING NOTICE FOR THE CITY OF HUBBARD

TUESDAY

AUGUST 11, 2020

.....
CITY COUNCIL: ROSTOCIL, AUDRITSH, PRINSLOW, DODGE, THOMAS
.....

The Hubbard City Council will meet for its regular council meeting. Due to distancing requirements, the Workshop portion of the meeting will be for members of the City Council and Staff only. Members of the public may attend **via conference call or electronic device**. This is to enable interested citizens to listen to the meeting. All public comment is suspended during this meeting due to platform restrictions. **Should you wish to speak at the meeting, you may sign up by completing the form on the City's webpage or calling City Hall 48 hours prior to the meeting.** (Comments may be limited at the Mayor's and/or Council President's discretion.)

<https://www.cityofhubbard.org/bc/webform/sign-if-you-want-speak-meeting>)

Join Zoom Meeting

<https://us02web.zoom.us/j/87673790981?pwd=Sk5DUUnZUYjF4dElhQ00rZHBpN2RBZz09>

Meeting ID: 876 7379 0981

Passcode: 436751

One tap mobile

+16699006833,,87673790981#,,,,,0#,,436751# US (San Jose)

+12532158782,,87673790981#,,,,,0#,,436751# US (Tacoma)

Dial by your location (Find your local number: <https://us02web.zoom.us/j/87673790981>)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 876 7379 0981

Passcode: 436751

*****ACCESSABILITY NOTICE*****

Please contact the Director of Administration/City Recorder prior to the scheduled meeting if you need assistance accessing this electronic meeting at the following: vnogle@cityofhubbard.org; Phone No. 503.981.9633; or Hubbard City Hall, 3720 2nd St., Hubbard OR 97032. TTY users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

Agendas are posted at City Hall and on the City website at www.cityofhubbard.org. You may schedule Agenda items by contacting the Director of Administration/City Recorder Vickie Nogle at 503-981-9633. (TTY / Voice 1-800-735-2900)

SEE ATTACHED AGENDA

Posted 7/1/2020, 4:00 p.m.

Vickie L. Nogle, MMC

Director of Administration/City Recorder

HUBBARD CITY COUNCIL MEETING AGENDA

CITY HALL: (503)981-9633

AUGUST 11, 2020 – 7:00 PM

LOCATION: Council and Staff - **HUBBARD FIRE HALL (3161 2ND STREET)**

(MEMBERS OF THE PUBLIC MAY CALL OR LOG IN WITH AN

ELECTRONIC DEVICE -

Refer to Cover Sheet for details)

MEETING Notice: Due to distancing requirements, the City Council and Staff will meet in person only with distancing requirements in place. Members of the public may attend via conference call or electronic device. This is to enable interested citizens to listen to the meeting. All public comment is suspended during this meeting due to platform restrictions. **Should you wish to speak at the meeting, you may sign up by completing the form on the City's webpage or calling City Hall 48 hours prior to the meeting.** (Comments may be limited at the Mayor and/or Council President's discretion.)

<https://www.cityofhubbard.org/bc/webform/sign-if-you-want-speak-meeting>

1) CALL TO ORDER.

A) Flag Salute.

B) Roll call.

2) LIBRARY STATION – City Councilor Tyler Thomas. (Refer to Public Works Report)

3) DISC GOLF COURSE – Matt Fryauf. (Refer to Public Works Report)

4) DISCUSSION REGARDING CITY COUNCIL MEETINGS.

5) CONTINUED DISCUSSION REGARDING COOPERATION AGREEMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR THREE FEDERAL FISCAL YEARS 2021-2023.

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

7) STAFF REPORTS.

A) **Public Works Department**—Public Works Superintendent Mike Krebs.

B) **Hubbard Fire District** – Fire Chief Joseph Budge.

C) **Police Department**—Police Chief Dave Rash.

D) **Administrative Department**—Director of Admin/Recorder Vickie Nogle.

E) **Finance**-Finance Director Judy Smith.

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 the June 17, 2020 Special City Council minutes.

B) Approval of the July 2020 Check Register Report.

9) **APPEARANCE OF INTERESTED CITIZENS.**

(Should you wish to speak at the meeting, you may sign up by completing the form on the City's webpage or calling City Hall 48 hours prior to the meeting. Comments may be limited at the Mayor's discretion.)

<https://www.cityofhubbard.org/bc/webform/sign-if-you-want-speak-meeting>

10) **OTHER CITY BUSINESS.**

11) **COUNCIL RECESS OPEN PUBLIC MEETING AND CONVENE CLOSED EXECUTIVE SESSION TO REVIEW AND EVALUATE EMPLOYMENT-RELATED PERFORMANCE OF EMPLOYEES UNDER ORS 192.660(2)(i). PURSUANT TO ORS 192.660(4) COUNCIL SPECIFICALLY REQUEST THAT MEMBERS OF THE MEDIA AND OTHER ATTENDEES NOT DISCLOSE MATTERS DISCUSSED IN THE EXECUTIVE SESSION.**

12) **COUNCIL CLOSE EXECUTIVE (CLOSED) SESSION AND RECONVENE PUBLIC (OPEN) MEETING.**

13) **ADJOURNMENT.** (Next regular scheduled City Council Meeting September 8, 2020, at 7:00 p.m.)

*******ACCESSABILITY NOTICE*******

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Cooperation Agreement for Community Development Block Grant Funds for three Federal Fiscal Years 2021-2023

Please refer to Melinda's email below. It doesn't appear that if the City does participate in the 3 year County program that it will have any impact on the major projects as thought when discussed at the July 14th meeting.

Please respond to the following questions. Should there be a consensus I will move forward and the City Council may ratify that decision at the August 11th meeting.

- Does the City want to participate in the overall County program? If so, the City has until August 7th to let the County know in writing (letter or email) .
- Does the City wants to participate in the program starting July 1, 2021? If so, then the Agreement needs to be signed by August 7th.
- Does the City want to wait and participate in the program starting July 1, 2022? If so, then the City doesn't need to do anything.
- **From:** Melinda Olinger
Sent: Wednesday, August 05, 2020 4:48 PM
To: Vickie Nogle
Cc: Melinda Olinger
Subject: CDBG Council Question - Response

➤
➤ Hi Vickie!

➤
➤ As we just spoke about, since it appears that Business Oregon/Marion County may not give the City an extension until the August 11 council meeting, following is the information as promised for Council in regards to CDBG funding for our upcoming Public Works projects:

➤
➤ **Short version:** I had a conference call with both Arthur Chaput and Dennie Houlie from Business Oregon, and they confirmed that, at this time, the City is **not** eligible for CDBG funding due to our community is at 46% low to moderate income, and the eligibility requirement is 51% (see below for additional details). Based on this, I recommend that Council opt-in with Marion County for the three fiscal years so we retain a possibility of receiving some sort of benefit this way. Unfortunately Marion County has not yet determined what their priorities will be for funding, so at this time we don't know for sure how this may benefit the City or not. Unfortunately Business Oregon was also not able to confirm whether our community's income levels would effect or not our ability to benefit from the CDBG funds through Marion County.

➤
➤ **Additional Detail:** As I mentioned above, currently the City is not eligible for CDBG funding, period, due to our current percentage of low to moderate income not meeting the requirement. However, if our community's income percentages change the next time the percentages are officially calculated, then there is a chance that Hubbard could possibly end up meeting the criteria if our community's income levels change (drop). Business Oregon was **not** able to confirm when the new percentages would be official, other than they believe it will be sometime after the census is completed. Although I don't believe it is likely that our community's income levels will change as much as they would need to in order to become eligible for CDBG funding, if for some reason we do end up qualifying in the future, we will most likely not be at the funding point with our water re-use project (wastewater). I spoke with our NPDES permit specialist to confirm an approximately timeline of when the City might expect official direction from DEQ to move forward on the re-use project. Again, not a lot of specific information was available from our DEQ specialist, however based on my research of the TMDL litigation, DEQ is required to recommend to the EPA their revised temperature TMDLs for the subbasin we contribute to by July 14,

2023. After that, the EPA will either accept or reject DEQ's recommendation. Our DEQ rep's best estimate of when our outdated NPDES permit will be renewed is 2022. Our NPDES permit is what will likely trigger the official DEQ notification that we need to begin gearing up for our re-use project.

-
- *Business Oregon stated that our Static Water project would most likely not be a candidate for CDBG funding, or if it was, it would not rank very high. This could change if we are looking at adding other water improvements to this project.*
-
- *With both of our major pending projects, we have already-saved funds slated for these projects which could be used for the start-up initial preliminary engineering, and I confirmed with Business Oregon that we can apply for funding after a project has officially begun.*
-
- *I will be out of the office tomorrow, Thursday, August 6, 2020, but feel free to give me a call on my cell phone if you have any questions – 503-951-3703.*

Melinda Olinger

Public Works Administrative Manager

**COOPERATION AGREEMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FOR THREE FEDERAL FISCAL YEARS 2021-2023**

This Cooperation Agreement for Community Development Block Grant Funds "AGREEMENT" is made and entered into this _____ day of _____, 2020, by and between Marion County, a subdivision of the State of Oregon, hereinafter referred to as "COUNTY", and the City of Hubbard, a municipal corporation within County, hereinafter referred to as "CITY".

WHEREAS, the Housing and Community Development (HUD) Act of 1974, as amended (24 U.S.C. 93-383 et seq.), "ACT", provides that Community Development Block Grant, hereinafter referred to as "CDBG", funds may be used for the support of activities that provide decent housing and suitable living environments and expanded economic opportunities principally for persons of low- and moderate-income; and,

WHEREAS, CDBG regulations allow contiguous units of general government to join together to qualify as an urban county under the CDBG program; and,

WHEREAS, any urban county and metropolitan city located within that county can ask HUD to approve the inclusion of the metropolitan city as part of the urban county for purposes of planning and implementing a joint community development and housing assistance program; and,

WHEREAS, HUD requires that the County and City enter into a Cooperation Agreement for joint participation in the CDBG Program, the HOME Investment Partnership Program, and Emergency Solutions Grants Program (ESG) for Fiscal Years 2021 through 2023 to define their rights and obligations as a prerequisite to participation in the CDBG program; and

WHEREAS, the CDBG regulations issued pursuant to the Act provide qualified urban counties must submit an application to HUD for funds, and cities and smaller communities within the metropolitan area not qualifying as metropolitan cities may join County in said application and thereby become a part of a more comprehensive County effort; and

WHEREAS, City and County wish to enter an Agreement for a successive three-year period effective in 2021; and

WHEREAS, the proposed Agreement is consistent with City and County policies encouraging cooperation between parties on issues of regional significance such as affordable housing; and

WHEREAS, it is the desire of County and City that this Agreement be automatically renewed every three years unless County or City elect not to participate in the urban county program in an upcoming qualification period; and

WHEREAS, the United States Department of Housing and Urban Development, will review and certify this Agreement in order to assure compliance with HUD requirements; and,

WHEREAS, as the urban county applicant, County must take responsibility and assume all obligations of an applicant under federal statutes, including: the analysis of needs, the setting of objectives, the development of community development and housing assistance plans, the consolidated plan, and the assurances of certifications; and

**COOPERATION AGREEMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FOR THREE FEDERAL FISCAL YEARS 2021-2023**

WHEREAS, by executing this Agreement, the Parties hereby give notice of their intention to participate in the urban county CDBG, HOME, and ESG Programs.

NOW THEREFORE, in consideration of the mutual promises, recitals and other provisions hereof, the parties agree as follows:

1. GENERAL

County and City agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing; economic development, neighborhood facilities, housing rehabilitation, and other appropriate housing assistance to primarily benefit lower and moderate income people. This Agreement includes participation in the Community Development Block Grant (CDBG), the HOME Investment Partnership Program and the Emergency Solutions Grants (ESG) Program.

2. TERM

The term of this Agreement shall be for Federal Fiscal Years 2021, 2022, and 2023 after which the term shall be automatically renewed unless action is taken by City to terminate this Agreement. As provided by HUD rules and regulations, this Agreement shall automatically be renewed for participation in successive three-year qualification periods, unless County or City provides written notice it elects not to participate in a new qualification period, provided however, that this Agreement shall remain in effect until CDBG, HOME and ESG funds and income received with respect to the three-year qualification period are expended and the funded activities completed. County and City cannot terminate or withdraw from this Agreement while the Agreement remains in effect. County and City may not withdraw from this Agreement prior to expiration of Federal Fiscal Year 2023.

By the date specified in HUD's urban county qualification notice for a subsequent qualification period, County will notify City in writing of its right not to participate. Should there be changes necessary to meet the requirements for cooperation agreements set forth in the urban county qualification notice applicable for a subsequent three-year urban county qualification period, amendment(s) to this Agreement shall be executed between County and City. Such amendment(s) shall be submitted to HUD; failure to do so will void the automatic renewal of such qualification period.

3. APPLICANT RESPONSIBILITY

- a. County has final responsibility for selecting CDBG, HOME, and ESG activities and submitting the Consolidated Plan to the Department of Housing and Urban Development.

County and City shall take all actions necessary to assure compliance with the urban county's certifications under Sections 104(b) of Title I of the Housing and Community Development Act of 1974, that the grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act and will affirmatively further fair housing. See 24 CFR 91.225(a) and 5.105(a). County and City will comply with

**COOPERATION AGREEMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FOR THREE FEDERAL FISCAL YEARS 2021-2023**

section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, the Age Discrimination Act of 1975, and Section 3 of the Housing and Urban Development Act of 1968. County and City agree to comply with all other applicable laws.

County shall not provide CDBG, HOME or ESG funds for activities in, or in support of, any cooperating city that does not affirmatively further fair housing within its own jurisdiction or for activities that impede County's actions to comply with its fair housing certification.

- b. Further, pursuant to 24 CFR 570.501(b), County, as applicant, has the responsibility for ensuring that CDBG, HOME and ESG funds are used in accordance with all program requirements, for determining the adequacy of performance under agreements and procurement contracts, and for taking appropriate action when performance problems arise. Therefore, before disbursing any CDBG, HOME or ESG funds to City or projects in the City, County will require City, and City agrees to enter into a written agreement for each individual project.
- c. City may not sell, trade, or otherwise transfer all or any portion of such funds to another such metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but, must use such funds for activities eligible under Title I of the Act. This new requirement is contained in the Transportation, Housing and Urban Development, and Related Agencies Appropriation Act, 2014, pub. L113-76.

4. CITY SUBJECT TO SAME REQUIREMENTS AS SUBRECIPIENTS:

Pursuant to 24 CFR 570.501(b), the City is subject to the same requirements applicable to sub recipients, including the requirements of a written agreement set forth in 24 CFR 570.503.

5. THE CITY AFFIRMS THAT IT HAS ADOPTED AND IS ENFORCING:

- a. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations;
- b. A policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within jurisdictions.

6. BY EXECUTING THIS AGREEMENT, THE CITY UNDERSTANDS THAT IT:

- a. May not apply for grants from appropriations under the Small Cities or State CDBG Programs for fiscal years during the period in which it participates in the urban county's CDBG program;

**COOPERATION AGREEMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FOR THREE FEDERAL FISCAL YEARS 2021-2023**

- b. May receive a formula allocation under the HOME Program only through the urban county. Thus, even if Marion County does not receive a HOME formula allocation, City cannot form a HOME consortium with other local governments. This does not preclude County or City from applying to the state for HOME funds, if the state allows; and
- c. May receive a formula allocation under the ESG Program only through the urban county, although this does not preclude the urban county or a unit of government participating with the urban county from applying to the State for ESG funds, if the state allows.

7. COUNTY'S RESPONSIBILITY TO CITY

In addition to the foregoing obligations, County agrees:

- a. County shall, in preparing future plans under the Act, solicit to the extent allowed by the Act and all lawful HUD regulations, City's participation in the development of such future plans which refer to City's activities under the Act.
- b. In accordance with instructions from HUD, County agrees to permit City to carry out the essential community development and housing assistance activities provided for in the application and in future plans.
- c. County agrees to distribute funding it receives in accordance with the terms and provisions therein contained, or in accordance with such terms and conditions as required by the Act of HUD.

8. CITY'S RESPONSIBILITIES TO COUNTY

In addition to the foregoing obligations:

- a. City agrees to expend any funds received by virtue of any of urban county's plans only in accordance with the terms and conditions stated therein, or amended by HUD.
- b. City agrees to cooperate with urban county on the development of future plan applications for funds under the Act, with regard to housing and community development activities to be continued or undertaken by City within its boundaries.

9. PROGRAM INCOME

- a. City must inform County of any income generated by the expenditure of CDBG, HOME or ESG funds received by City.
- b. Any such program income must be paid to the County, or City may retain the program income subject to requirements set forth in this Agreement.
- c. Any program income City is authorized to retain may only be used for eligible activities in accordance with all CDBG, HOME or ESG requirements as may then apply.

**COOPERATION AGREEMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FOR THREE FEDERAL FISCAL YEARS 2021-2023**

- d. County has the responsibility for monitoring and reporting to HUD on the use of any such program income and County shall require appropriate recordkeeping and reporting by City as may be needed for this purpose.
- e. In the event of close-out or change in status of City, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to County.

10. ACQUISITION, CHANGE IN USE, AND DISPOSITION OF REAL PROPERTY ACQUIRED OR IMPROVED WITH CDBG FUNDS

- a. City shall notify County of any change in use including disposition of real property, within the control of City, which was acquired or improved in whole or in part with CDBG funds, from that approved at the time CDBG funds were authorized for acquisition or improvement.
- b. City shall reimburse County in an amount equal to the current fair market value (less any portion thereof attributable to expenditures of non-CDBG funds) of property acquired or improved with CDBG funds that is sold or transferred for a use which does not qualify under the CDBG regulations at any time prior to or subsequent to the close-out, change of status or termination of this Agreement between the County and City.

11. MINOR AMENDMENTS TO THE AGREEMENT

Notwithstanding, Section 2 above, should it become necessary to change the language of this Agreement to meet HUD approval, without making major changes and without altering the intent of the Agreement, such changes may be made administratively by the city administrator of City. All remaining provisions of said Agreement shall remain in full force and effect for the term provided herein.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

MARION COUNTY, OREGON

CITY of _____

Jan Fritz
Chief Administrative Officer

Vickie Nogle
Director of Administration/City Recorder

Dated: _____

Dated: _____

**COOPERATION AGREEMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FOR THREE FEDERAL FISCAL YEARS 2021-2023**

APPROVED AS TO FORM AND CERTIFIED THAT
THE TERMS AND PROVISIONS OF THIS
AGREEMENT ARE FULLY AUTHORIZED UNDER
STATE AND LOCAL LAWS AND THAT THIS
AGREEMENT PROVIDES FULL LEGAL
AUTHORITY FOR THE COUNTY TO UNDERTAKE
THE ACTIONS DESCRIBED HEREIN.

Jane Vetto
County Counsel

Dated: _____

- MONTHLY REPORT -

DATE: August 11, 2020
TO: City Council
FROM: Public Works Department

ITEM #1 Static Water Pressure Project: as directed by Council, Staff has requested our City Engineer complete a rough cost estimate for the Static Water Pressure project.

ITEM #2 As mentioned at the June, 2020 council meeting, both Mike and I were scheduling time off to bring our comp time accruals down. Both of our comp time accruals are within the allowable limits as of July 31, 2020.

ITEM #3 Staff has been notified that the City may possibly be required to improve the curb ramp on the NE corner of "G" Street and Pacific Hwy 99E before ODOT can release 100% of the grant funds. I am working with ODOT to remove this requirement, however at the time I needed to turn in our public works report for the Council packet, I don't have confirmation one way or the other.

ITEM #4 Councilor Smith has been working with a local resident Gayla Jones on the development of the library station. A discussion regarding this project has been added to the Agenda.

ITEM #5 A discussion item for an update on the disc golf course project is on the Agenda. Volunteer Matt Fryauf has done a wonderful job working with local businesses and others to raise funds for this project! As recommended, project funds will be collected by Matt and then donated in a lump sum to the City for the procurement of the materials for this project. Staff will work with Matt to procure the materials. The discussion will include information regarding the future Phase 2 of this project.

ITEM #6 The City Hall signage project is moving forward, and mock-ups are anticipated by mid-August. Cost of this project is \$2,969.71.

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



Chief's Report

"Committed to our community"

TO: Mayor and City Council Members
FROM: David J. Rash, Chief of Police
DATE: August 3, 2020
RE: July 2020 Police Department Report

The Success Of Teamwork

"Coming together is a beginning; keeping together is progress; working together is success." – Henry Ford

- **Notable Police Activity July 2020**

Our officers have been very active on DUII enforcement and made several arrests during the month of July.

Please refer to the monthly statistical report for a complete list of incidents we responded to.

- **Pedestrian/Crosswalk Enforcement:**

When I first started at the Hubbard Police Department, there were mixed feelings from the public about the police department conducting pedestrian safety enhance enforcement details utilizing state grant funds. In 2018/2019, we did not request funds from the state to conduct such a detail. In 2019/2020 Fiscal year, the state sent out that grants funds were available for overtime including the Pedestrian Safety Operations. Sergeant Anderson and I discussed our department participating in the detail. We felt that since the state still recognized there was a problem with drivers not being aware of pedestrians and were willing to allocate state funds to help bring awareness, we wanted to do our part as a police

department and participate. Sergeant Anderson and I discussed the community members concerns that I heard when I first started. We came to the consensus that our operation would be more of putting emphasizes on educating drivers and not so much as issuing citations. We only issued one citation for failing to stop and remain stopped for pedestrian in crosswalk and gave 27 warnings. Each driver stop was giving educational information on pedestrian safety. We felt this was a very successful operation.

- Community Outreach

In these difficult times, the Police Department continues to receive words of encouragement from several members in the community. It is very rewarding that our citizens support the work we are doing. We will continue to provide the best services possible for the City of Hubbard!

Respectfully Submitted,

David J. Rash, Chief of Police
Hubbard Police Department

HUBBARD POLICE

*PO Box 380/3720 Second Street
Hubbard, OR 97032 503-981-8738*



Monthly Statistical Report

To: Mayor and City Council Members
From: Chief David Rash
Date: August 4, 2020
RE: July 2020 Statistics

Arrests: 21
Citations Issued: 81
Towed Vehicles: 2
Calls for service: 389

HPD Calls for Service	
Jul-20	
Call Type	Total
911 Investigation	5
Alarm - Burg	7
Animal Complaint	2
Area Check	21
Assault - Simple	1
Assist - Fire	2
Assist Medical	2
Assist - Police	13
Assist - Public	29
Assist - Traffic	6
Attempt to Locate	8
Bar Check	2
Civil Situation	2
Crash - Hit and Run	1
Crash - Injury	1
Crash - Non Injury	1
Disturbance	5
EDP	3
Extra Patrol	1
Family Disturbance	5
FIR	4
Fireworks	11
Foot Patrol	6
Forgery/Counterfeit	2
Funeral Escort	1
Info	2
Harassment - Verbal	5
Insecure Premise	4
Intoxicated Subject	6
Noise Complaint	6
Ordinance - Aban MV	2
Ordinance - Other	8
Property Lost/Found	2
Radar	3
Reckless Driving	4
Restraining Order Violation	8
SRO	1
Shots Fired	1
Stolen Vehicle	3
Suicide Attempts/Threats	1
Suspicious Activity	8
Suspicious Person/Vehicle	17
Theft - Other	1
Traffic Stop	144
Trespass	2
Vandalism	3
Warrant Service	11
Welfare Check	6
Total:	389

DIRECTOR OF ADMINISTRATION/ CITY RECORDER MONTHLY REPORT



To: CITY COUNCIL
From: VICKIE NOGLE, MMC, Director of Administration/City Recorder
Date: AUGUST 6, 2020
RE: REPORT FOR AUGUST 11, 2020, CITY COUNCIL MEETING

MUNICIPAL COURT

The City was able to hold Municipal Court on July 29th and August 5th with the assistance from the Police Department. After the person checked in at the window before the entryway door, the Officer at the door would take their phone number if the room was at the capacity of 11 and would call them when one person left the room. Once they were called to go before the Judge, their temperature was taken at the door with a touchless thermometer that is mounted by the door. If they did not have a temperature, they were allowed to enter the building with a facemask. After they went before the Judge, another Officer would direct them to the main City Hall counter where plexiglass has been installed to process their court paperwork. We have the floor and hallway marked to keep the 6' distancing requirement. Dealing with water shut offs on the same day as court, and double the amount of people scheduled even with the staggered times for them to appear, made things a little hectic on the payment processing side but like anything, doing it the first time we learned and made adjustments for the Court the following week.

I would like to thank Officer Jimenez, Officer Thommen, Chief Rash, and the Administrative Assistant to Chief of Police Molly Schwartz. The Municipal Judge and the Bailiff were impressed with how smoothly everything ran in the courtroom.

One of the adjustments made was the installation of plexiglass at the window before the entryway door to the building so we could also utilize this window as a processing window. This adjustment has also been helping for day to day needs. We were thinking we would like to install a shelf and potentially an inexpensive awning to assist the community without them having to come inside the building until the City is open.

ELECTIONS

The Mayor and two Council positions (Councilor Audritsh and Councilor Thomas) will be open for the General Election held November 3, 2020. The Mayor shall be elected for a term of two years, and the two Councilors shall be elected for a term of four years. The first day for local candidate to file declaration of candidacy or nominating petition is **June 3, 2020**. You may obtain more information from the Secretary of State's Elections website at: <http://sos.oregon.gov/elections/Pages/default.aspx>.

The Hubbard Municipal Code requires 10 electoral signatures in order to be nominated to serve on the City Council. Ordinance 367-2020 allows for a \$25 filing fee in lieu of signatures during a state of emergency. The deadline to have completed paperwork returned to City Hall is **August 25, 2020 at 5:00 p.m.**

COMP-TIME ACCURAL

According to the Personnel Policy Maximum Accrual of Compensatory Time is 60 hours. Should there be excess accrual it must be taken off within the following 60 days, or extended with approval of the City Council. On the leave report it shows the Administrative Assistant / Court Clerk Julie Hedden is over by 10.52 hours which she has scheduled to have those hours taken off within the 60 day time frame.

PLANNING COMMISSION MEETING

The August 18, 2020, Planning Commission meeting will be cancelled.

BUSINESS REGISTRATION

No new Business Registrations to report for the month of July.

NEWSLETTER

Please submit your information for the Newsletter no later than **August 13, 2020**. You can submit them in writing or e-mail the Administrative Assistant/Court Clerk Julie Hedden at jhedden@cityofubbard.org.

BUILDING PERMITS

11 building permit applications have been submitted from January – July 2020.

BUILDING PERMITS page 2

	Type of permit	Permit Amount	Receipt #	ROW	Receipt #	City Fee	SDC	Receipt #	EXCISE TAX	Valuation
1	OFFICE BUILDING	\$ 1,849.00	1,009883	\$ 135.00		\$ 467.25	\$ 1,836.00		\$ 4,800.00	\$ 662,457.60
2	ADDITIONAL PYMNT	\$ 10,459.71								
3	DUPLEX	\$ 5,147.12	4,000697							
4		\$ 595.00								
5	SFR	\$ 500.00	9,000200							
6										
7	MODIFY EXISTING CMNCTNG FACILITY	\$ 480.68	4,000516							
8										
9	CHANGE OF USE FOR HEMP EXTRACTION									
10	DIRECT FROM MC									
11	2ND STORY ADDITION	\$ 1,050.50	9,000314							
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BUILDING PERMITS

	Date Received & Sent to Co.	Date Received From County	Permit #	Applicant Name	Address	Map & Tax Lot #
1	5/13/2020	6/29/2020	555-20-003235-S1R	BEL, LLC	2966 INDUSTRIAL AVENUE	041W33DA06600
2						
3	5/21/2020			ACCOUNTABLE SIDING	3046 G STREET	
4						
5	6/8/2020	7/27/2020	555-20-004479-DWL	Aliks Cam	3154 5TH STREET	041WW33AC09401
6						
7	7/21/2020			T-MOBILE JUSTIN CAUSEY	3625 1ST STREET	
8						
9	7/21/2020			BLAKE BURAL	2363 INDUSTRIAL AVENUE	
10						
11	7/21/2020			TIMBERS SIDING CONTRACTORS	3797 9TH STREET	
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BUILDING PERMITS page 2

	Type of permit	Permit Amount	Receipt #	ROW	Receipt #	City Fee	SDC	Receipt #	EXCISE TAX	Valuation
1	SFR	\$ 2,905.95	4.00549	\$ 270.00	1.00911	\$ 209.40	\$ 16,518.00	1.00911	\$ 1,891.00	\$ 257,667.53
2	Additional PYMNT 1/16/2020	\$ 18,679.00	1.00911							
3	SFR	\$ 3,058.66	10.000487	\$ 270.00	1.00911	\$ 217.20	\$ 16,518.00	1.00911	\$ 1,972.00	\$ 263,054.97
4	Additional PYMNT 1/16/2020	\$ 18,760.00	1.00911							
5	SFR	\$ 3,017.60	10.000487	\$ 270.00	4.000549	\$ 210.70	\$ 16,518.00	4.000549	\$ 1,828.00	\$ 258,504.66
6	Additional PYMNT 09/11/2019	\$ 18,616.00	4.000549							
7	SFR	\$ 806.62	4.000549	\$ 270.00	4.000549	\$ 134.42	\$ 16,518.00	4.000549	\$ 1,826.00	\$ 255,166.67
8										
9	SFR	\$ 2,880.34	4.000549	\$ 270.00	1.008754	\$ 206.80	\$ 16,518.00	1.008754	\$ 16,518.00	\$ 255,116.67
10	ADDITIONAL PYMNT 12/11/2019	\$ 18,614.00	1.008754							
11	SFR	\$ 3,707.54	4.000549	\$ 270.00	1.00911	\$ 197.70	\$ 16,518.00	1.00911	\$ 1,756.00	\$ 248,274.63
12	ADDITIONAL PYMNT 1/16/2020	\$ 18,614.00	1.00911							
13	SFR	\$ 2,433.49	4.000549	\$ 270.00	1.00911	\$ 162.60	\$ 16,518.00	1.00911	\$ 1,603.00	\$ 221,497.34
14	ADDITIONAL PYMNT 1/16/2020	\$ 18,391.00	1.00911							
15	REPLACE STORE FRONT	\$ 554.56	4.000515	N/A	N/A	\$ 55.05	N/A	N/A		\$ 30,000.00
16	REFUND CK #9557 Date 08/13/2019	\$ 12.32								
17	NEW MULT-USE BLD	\$ 2,597.40	10.000414	\$ 225.00	1.008549	\$ 502.01	\$ 17,382.50	1.008549	\$ 17,382.50	\$ 573,122.38
18	ADDITIONAL PYMNT 10/31/2019	\$ 26,394.32	1.008549	REFUND	\$ 2,597.40	ck#9796	11/13/2019			
19	SFR	\$ 2,190.15	4.000533	\$ 90.00	4.000554	\$ 508.47	\$ 16,518.00	4.000554	\$ 1,720.00	\$ 237,408.92
20	ADTNL PYMNT \$21378.80 9/30/19	\$ 21,378.80	4.000554	REFUND	\$ 2,190.15	ck#9785	11/13/2019			
21	Office Space inside existing bid	\$ 1,256.37	1.008465	N/A	N/A	\$ 201.02	N/A	1.008465		\$ 153,888.60
22	ADTNL PYMNT 9/24/2019	\$ 723.71	9.000021							
23	SIGN	\$ 187.84	1.008531	N/A	N/A	N/A	N/A	N/A		N/A
24	REFUND CK #9816 Date 11/13/2019	\$ 187.84								
25	ALTERATION									
26	DIRECT FROM MC									
27	INTERIOR RENOVATION									
28	DIRECT FROM MC									
29	SIGN	\$ 216.16	2.003016	N/A	N/A	N/A	N/A	N/A		N/A
30	REFUND CK #9839 Date 11/20/2019	\$ 216.16								
31	Tenant Improve./non-load bearing walls					\$ 25.00				
32	DIRECT FROM MC									
33	Spray Booth	\$ 244.28	9.000152	N/A	N/A	\$ 25.00	N/A	N/A		\$ 10,000.00
34	Applicant said to keep the \$.80	\$ 0.80								
35	Change of Occupancy/ TI	N/A	N/A	N/A	N/A	\$ 25.00	N/A	N/A		\$ 25,000.00
36	DIRECT FROM MC									
37	Manufactured	\$ 372.20	N/A	N/A	N/A	\$ 25.00	N/A	N/A		\$ -
38	ADDITIONAL PYMNT 3/16/2020	\$ 34.00	XBP 76305387							
39	PREFAB ALUMINUM AWNING	\$ 192.84	1.009544	N/A	N/A	\$ 30.00	N/A	N/A		\$ 11,592.00
40	ADDITIONAL PYMNT 5/11/2020	\$ 84.96	1.009846							
41	ADDITION BED / BATH	\$ 844.64	4.000696	N/A	N/A		N/A	N/A		
42										
43										

BUILDING PERMITS

	Date Received & Sent to Co.	Date Received From County	Permit #	Applicant Name	Address	Map & Tax Lot #
1	5/23/2019	9/11/2019	555-19-0038474-DWL	I & E CONSTRUCTION/ KOIIMAN ESTATES	2893 4TH STREET	041W33DB05300
2						
3	5/23/2019	8/1/2019	555-19-003961-DWL	I & E CONSTRUCTION/ KOIIMAN ESTATES	2895 4TH STREET	041W33DB05200
4						
5	5/23/2019	8/1/2019	55-19-003941-DWL	I & E CONSTRUCTION/ KOIIMAN ESTATES	2555 S LYDIA LOOP	041W33DB05700
6						
7	5/23/2019	9/11/2019	555-19-003957-DWL	I & E CONSTRUCTION/ KOIIMAN ESTATES	2432 N LYDIA LOOP	041W33DB05600
8						
9	5/23/2019	9/11/2019	555-19-003854-DWL	I & E CONSTRUCTION/ KOIIMAN ESTATES	2540 N LYDIA LOOP	041W27CC06500
10						
11	5/23/2019	9/11/2019	555-19-003964-DWL	I & E CONSTRUCTION/ KOIIMAN ESTATES	2562 N LYDIA LOOP	04133DB05600
12						
13	5/23/2019	1/16/2020	555-19-003856-DWL	I & E CONSTRUCTION/ KOIIMAN ESTATES	2582 N LYDIA LOOP	041W33DB06100
14						
15	7/15/2019	7/31/2019	555-19-005236-STR	ALPROP CO/HARD CORE CNTRT	3574 PACIFIC HWY	041W34BC02500
16						
17	7/18/2019	10/7/2019	555-19-005305-STR	OREGON PACIFIC CONSTRCT	2335 INDUSTRIAL AVENUE	041W33DC01600
18						
19	8/8/2019	8/8/2019	555-19-006087-DWL	CITHOMES GROP CORP	2975 D STREET	041W33AD00201
20						
21	9/24/2019	11/18/2019	555-19-007224-STR	PACIFIC WEST CONSTRUCTION	2900 Industrial Avenue	041W33DA06300
22						
23	10/16/2019	10/24/2019	PER CNTY	RUDNICK ELECTRIC SIGNS	3776 PACIFIC HIGHWAY 99E	041W34BC02200
24			NOT REQUIRED			
25	10/9/2019	10/9/2019	555-19-006107-STR	BLAKE BURAL	2363 INDUSTRIAL AVENUE	04W33DD01500
26						
27	10/29/2019		555-19-007699	BLAKE BURAL	2310 INDUSTRIAL AVENUE	041W33DC01200
28						
29	11/18/2019	11/20/2019	PER CNTY	R & R PROPERTY HOLDINGS	3043 SCHMIDT LANE NE	
30			NOT REQUIRED			
31	12/23/2019		555-19-009126-STR	RAPHAEL GOODBLATT	2600 INDUSTRIAL AVE	041W33DD00600
32						
33	1/15/2020	1/27/2020	555-20-000399-STR	Spray Boths Northwest	2690 Industrial AVE	041W33DD00303
34						
35	2/7/2020	2/7/2020	555-19-009116-STR	Raphael Goodblatt	2670 Industrial Properties	041W33DD00600
36						
37	2/17/2020	3/5/2020	555-20-001187-MD	J & M HOMES	3097 RAINBOW LOOP	041W34CD00100
38						
39	4/15/2020	5/5/2020	555-20-002561-STR	OFB CONSTRUCTION	3097 RAINBOW LOOP	041W34CD00100
40						
41	5/7/2020	5/20/2020	555-20-003061-STR	RIEDMAN HOME CONSTRUCTION	3347 G STREET	041W34CB03400
42						

FINANCE MONTHLY REPORT – AUG 2020

To: City Council
From: Judy Smith
Date: August 3, 2020
Re: August 11, 2020 Council Meeting

Finance Reports & Notes:

1. Included are the following reports for your review:
 - a. Accrual Leave Report
 - b. Financial Statements - Balance Sheet and Rev/Exp Compared to Budget for July 2020 (soft close)
 - c. Revenue & Expense Graphs – not included: *currently building a FY21 graph model for the 2020-2021 fiscal year.*

2. Utility Payment / Shut Offs during COVID-19:
 - a. This cycle there have been 17 accounts that have made payment arrangements to pay their balance in full. Partial payments have been accepted and customers are told that their accounts need to be paid before the next cycle begins. Customers have been diligent to pay their bill and stick to the payment arrangement made.
 - b. Shut Off day was July 27th. We continued to make calls and utilize door hangers in a last effort to reach out to customers for payment. By doing this we cut the amount of shut off accounts down to only 6 on the list. Two customers did not appreciate the notice, but the remaining customers were grateful that we took the time to reach out with one last reminder.

3. FY19-20 Audit:
 - a. Currently working on the fiscal year 2019-2020 audit work papers, and the Auditors will either be onsite, or virtual the last week of August for our annual audit (depending on any COVID-19 restrictions).

Consent Agenda Reports:

1. Check listing for the month of July is included in your packet.

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

Report Criteria:

Suppress employee name and number

Employee.Employee number <> 104

Employee Number	Name	Rate Desc	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remain	Liability Amount
Administration							
133	Anderson-Smith, Judy	Vac	113.78	6.68	.00	120.46	4,003.44
		Sic	41.00	8.00	5.00	44.00	
		Hol	.00	10.00	10.00	.00	.00
		Com	63.51	.00	.00	63.51	2,110.73
137	Hedden, Julie	Vac	40.00	.00	.00	40.00	831.32
		Sic	62.75	8.00	3.00	67.75	
		Hol	.00	10.00	10.00	.00	.00
		Com	60.39	10.13	.00	70.52	1,465.51
117	Nogle, Vickie Lynne	Vac	272.49	17.34	35.75	254.08	9,623.79
		Sic	837.25	8.00	.75	844.50	
		Hol	10.00	20.00	20.00	10.00	378.77
		Com	60.00	11.25	9.50	61.75	2,338.90
Total Administration:			<u>1,561.17</u>	<u>109.40</u>	<u>94.00</u>	<u>1,576.57</u>	
Police Department							
101	Anderson, Chris	Vac	163.35	12.68	.00	176.03	6,673.47
		Sic	1,115.00	8.00	.00	1,123.00	
		Hol	114.50	20.00	10.00	124.50	4,719.92
		Com	41.82	.00	.00	41.82	1,585.44
103	Bentley, Glen W	Vac	248.38	13.34	19.00	242.72	7,943.55
		Sic	1,284.00	8.00	.00	1,292.00	
		Hol	11.00	10.00	21.00	.00	.00
		Com	.00	.00	.00	.00	.00
139	Holliman, Steve	Vac	.00	40.00	.00	40.00	1,119.08
		Sic	10.75	8.00	.00	18.75	
		Hol	.00	15.00	10.00	5.00	139.88
		Com	19.50	15.01	.00	34.51	965.48
130	Jimenez, Marcos	Vac	93.56	6.68	.00	100.24	2,921.00
		Sic	187.00	8.00	.00	195.00	
		Hol	47.00	20.00	50.00	17.00	495.38
		Mil	50.00	.00	.00	50.00	.00
		Com	27.38	.00	.00	27.38	797.86
128	Rash, David	Vac	86.92	6.68	10.00	83.60	4,162.45
		Sic	186.00	8.00	.00	194.00	
		Hol	.00	10.00	10.00	.00	.00
		Com	13.75	13.50	18.00	9.25	460.56
129	Schwartz, Molly	Vac	44.08	6.68	5.00	45.76	1,112.56
		Sic	26.00	8.00	10.00	24.00	
		Hol	.00	10.00	10.00	.00	.00
		Com	.13	2.25	2.00	.38	9.24
135	Thommen, Grant	Vac	106.72	6.68	.00	113.40	2,828.40
		Sic	118.00	8.00	.00	126.00	
		Hol	104.00	15.00	10.00	109.00	2,718.66
		Com	9.00	.00	.00	9.00	224.48
Total Police Department:			<u>4,107.84</u>	<u>279.50</u>	<u>185.00</u>	<u>4,202.34</u>	
Public Works							
138	Caballero, Aaron	Vac	.00	40.00	.00	40.00	700.03
		Sic	48.00	8.00	.00	56.00	
		Hol	6.00	10.00	10.00	6.00	105.00
		Com	.00	3.00	.00	3.00	52.50

Employee Number	Name	Rate Desc	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remain	Liability Amount
109	Hernandez, Juan M	Vac	257.29	10.68	.00	267.97	6,331.73
		Sic	545.50	8.00	.00	553.50	
		Hol	10.00	10.00	10.00	10.00	236.28
		Com	11.77	6.00	.00	17.77	419.76
112	Krebs, Michael R	Vac	353.79	20.68	40.00	334.47	12,474.39
		Sic	1,214.50	8.00	.00	1,222.50	
		Hol	.00	12.50	5.00	7.50	279.72
118	Olinger, Melinda L	Com	92.79	5.25	40.00	58.04	2,164.66
		Vac	340.08	16.68	.00	356.76	10,831.98
		Sic	1,139.25	8.00	.00	1,147.25	
124	Steele, Timothy	Hol	3.00	11.50	7.00	7.50	227.72
		Com	76.63	.00	15.75	60.88	1,848.44
		Vac	101.76	6.68	.00	108.44	2,219.91
		Sic	151.50	8.00	.00	159.50	
136	Wheeler, Heidi	Hol	2.00	20.00	20.00	2.00	40.94
		Com	17.00	.00	.00	17.00	348.02
		VPT	46.29	3.23	.00	49.52	890.38
		Sic	40.35	.60	.00	40.95	
Total Public Works:			4,457.49	216.80	147.75	4,526.54	
Grand Totals:			10,126.49	605.70	426.75	10,305.44	

Pay Code Summary

Hours Beg Bal	Hours Accrued	Hours Used	Hours Remain	Liability Amount
2,268.49	214.71	109.75	2,373.45	74,667.48
7,006.85	120.60	18.75	7,108.70	
307.50	204.00	213.00	298.50	9,342.27
50.00	.00	.00	50.00	.00
493.66	66.39	85.25	474.80	14,791.58

Report Criteria:

Suppress employee name and number
Employee.Employee number <> 104

CITY OF HUBBARD
COMBINED CASH INVESTMENT
JULY 31, 2020

COMBINED CASH ACCOUNTS

999-000-1005	CASH - COLUMBIA BANK	178,046.37
999-000-1010	CASH - XPRESS DEPOSIT ACCOUNT	3,105.17
999-000-1012	CASH CLEARING - UTILITIES	335.60
999-000-1014	CASH CLEARING - COURT	1,492.71
	TOTAL COMBINED CASH	182,979.85
999-000-1001	CASH ALLOCATED TO OTHER FUNDS	(182,979.85)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

100	ALLOCATION TO GENERAL FUND	(2,303,697.22)
121	ALLOCATION TO STREET FUND	(534,202.24)
122	ALLOCATION TO STREET CONSTRUCTION FUND	(171,364.70)
123	ALLOCATION TO RESERVE FUND	234,368.39
125	ALLOCATION TO PARK IMPROVEMENT FUND	311,020.01
201	ALLOCATION TO SEWER UTILITY FUND	204,662.02
202	ALLOCATION TO SEWER CONSTRUCTION FUND	1,280,613.26
203	ALLOCATION TO SEWER BOND FUND	61,260.75
205	ALLOCATION TO WATER UTILITY FUND	398,592.06
206	ALLOCATION TO WATER CONSTRUCTION FUND	627,983.14
207	ALLOCATION TO WATER BOND FUND	73,744.38
	TOTAL ALLOCATIONS TO OTHER FUNDS	182,979.85
	ALLOCATION FROM 999-000-1001	(182,979.85)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF HUBBARD
 BALANCE SHEET
 JULY 31, 2020

GENERAL FUND

ASSETS

100-000-1001	CASH IN COMBINED CASH FUND	(2,303,697.22)	
100-000-1011	LGIP		3,530,609.88	
100-000-1012	PETTY CASH		50.00	
100-000-1013	CASH ON HAND		200.00	
100-000-1113	ACCOUNTS RECEIVABLE	(885.10)	
	TOTAL ASSETS			<u>1,226,277.56</u>

LIABILITIES AND EQUITY

LIABILITIES

100-000-2001	A/P LIABILITY	(12,469.51)	
100-000-2021	FEDERAL TAX WITHHOLDING		1,020.25	
100-000-2022	STATE TAX WITHHOLDING		211.62	
100-000-2023	RETIREMENT		1,279.36	
100-000-2026	UNION DUES	(54.36)	
100-000-2032	SCHOOL EXISE TAX		4,885.80	
100-000-2276	STATE ASSESSMENT		5,147.48	
100-000-2277	DEPOSITS - UNITARY		245.69	
100-000-2278	DEPOSITS - LEMLA		4.82	
100-000-2279	DEPOSITS - OJD		18.49	
100-000-2280	DEPOSITS - MARION		765.12	
100-000-2281	DEPOSITS - LAND USE	(574.95)	
100-000-2285	DEPOSITS - MISC		274.53	
	TOTAL LIABILITIES			754.34

FUND EQUITY

100-000-2520	BEG FUND BALANCE		1,353,635.25	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(<u>128,112.03)</u>	
	BALANCE - CURRENT DATE	(<u>128,112.03)</u>	
	TOTAL FUND EQUITY			<u>1,225,523.22</u>
	TOTAL LIABILITIES AND EQUITY			<u>1,226,277.56</u>

CITY OF HUBBARD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES AND FRANCHISE FEES</u>					
100-300-3111	.00	.00	924,740.00	924,740.00	.0
100-300-3112	1,239.95	1,239.95	25,000.00	23,760.05	5.0
100-300-3180	.00	.00	300.00	300.00	.0
100-300-3181	.00	.00	110,000.00	110,000.00	.0
100-300-3182	.00	.00	4,200.00	4,200.00	.0
100-300-3183	.00	.00	26,000.00	26,000.00	.0
100-300-3184	.00	.00	11,500.00	11,500.00	.0
100-300-3185	10,863.15	10,863.15	40,000.00	29,136.85	27.2
100-300-3186	287.75	287.75	1,300.00	1,012.25	22.1
100-300-3301	.00	.00	25,000.00	25,000.00	.0
100-300-3302	274.68	274.68	4,000.00	3,725.32	6.9
100-300-3303	.00	.00	65,000.00	65,000.00	.0
100-300-3305	.00	.00	18,000.00	18,000.00	.0
100-300-3306	.00	.00	32,000.00	32,000.00	.0
100-300-3415	20,539.71	20,539.71	141,000.00	120,460.29	14.6
100-300-3601	25.00	25.00	500.00	475.00	5.0
100-300-3611	3,716.23	3,716.23	50,000.00	46,283.77	7.4
TOTAL TAXES AND FRANCHISE FEES	36,946.47	36,946.47	1,478,540.00	1,441,593.53	2.5
<u>MISC REVENUE</u>					
100-301-3211	.00	.00	4,825.00	4,825.00	.0
100-301-3221	.00	.00	3,000.00	3,000.00	.0
100-301-3225	.00	.00	250.00	250.00	.0
100-301-3401	300.00	300.00	3,000.00	2,700.00	10.0
100-301-3402	5,759.63	5,759.63	255.00	(5,504.63)	2258.7
TOTAL MISC REVENUE	6,059.63	6,059.63	11,330.00	5,270.37	53.5
<u>POLICE REVENUE</u>					
100-302-3341	.00	.00	2,000.00	2,000.00	.0
100-302-3342	.00	.00	2,000.00	2,000.00	.0
100-302-3346	530.00	530.00	1,000.00	470.00	53.0
100-302-3351	.00	.00	2,000.00	2,000.00	.0
100-302-3401	.00	.00	800.00	800.00	.0
100-302-3402	450.00	450.00	9,000.00	8,550.00	5.0
100-302-3403	60.00	60.00	1,000.00	940.00	6.0
100-302-3404	.00	.00	250.00	250.00	.0
100-302-3601	1,939.00	1,939.00	100.00	(1,839.00)	1939.0
100-302-3644	215.00	215.00	1,500.00	1,285.00	14.3
TOTAL POLICE REVENUE	3,194.00	3,194.00	19,650.00	16,456.00	16.3

CITY OF HUBBARD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MUNICIPAL COURT REVENUE</u>					
100-303-3401 MUNICIPAL COURT	10,291.46	10,291.46	68,000.00	57,708.54	15.1
100-303-3402 MARION COUNTY COUR	.00	.00	14,673.00	14,673.00	.0
100-303-3405 TEMP OFFENSE SURCH	.00	.00	200.00	200.00	.0
100-303-3611 COLLECTIONS INTERE	343.24	343.24	7,000.00	6,656.76	4.9
TOTAL MUNICIPAL COURT REVENUE	10,634.70	10,634.70	89,873.00	79,238.30	11.8
<u>MISCELLANEOUS REVENUE PARKS</u>					
100-304-3601 MISCELLANEOUS REVENUE PARKS	.00	.00	350.00	350.00	.0
TOTAL SOURCE 304	.00	.00	350.00	350.00	.0
<u>COMMUNITY DEV REVENUE</u>					
100-305-3305 SCHOOL EXCISE REVE	.00	.00	500.00	500.00	.0
100-305-3350 ECO DEV COMMUNITY PROJECT GRAN	.00	.00	30,000.00	30,000.00	.0
100-305-3401 LAND USE FEES	.00	.00	35,000.00	35,000.00	.0
100-305-3402 BUILDING PERMITS	1,050.50	1,050.50	30,000.00	28,949.50	3.5
TOTAL COMMUNITY DEV REVENUE	1,050.50	1,050.50	95,500.00	94,449.50	1.1
<u>TRANSFERS IN</u>					
100-391-3910 TRANSFER IN -WATER	.00	.00	24,031.00	24,031.00	.0
100-391-3912 TRANSFER IN SEWER	.00	.00	24,000.00	24,000.00	.0
100-391-3914 TRANSFER IN- SDC A	.00	.00	5,145.00	5,145.00	.0
100-391-3920 TRANS IN - OP OH	.00	.00	82,168.00	82,168.00	.0
TOTAL TRANSFERS IN	.00	.00	135,344.00	135,344.00	.0
<u>FUND BALANCE</u>					
100-399-9999 BEGINNING FUND BALANCE	.00	.00	1,185,164.00	1,185,164.00	.0
TOTAL FUND BALANCE	.00	.00	1,185,164.00	1,185,164.00	.0
TOTAL FUND REVENUE	57,885.30	57,885.30	3,015,751.00	2,957,865.70	1.9

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
100-410-1100 SALARIES AND WAGES	.00	.00	70,290.00	70,290.00	.0
100-410-1101 DIRECTOR OF ADMIN/RECORDER	3,939.24	3,939.24	.00 (3,939.24)	.0
100-410-1102 FINANCE DIRECTOR	2,498.65	2,498.65	.00 (2,498.65)	.0
100-410-1105 ADMIN ASSISTANT/COURT CLERK	540.36	540.36	.00 (540.36)	.0
100-410-4100 EMPLOYEE BENEFITS	.00	.00	43,342.00	43,342.00	.0
100-410-4110 EB-MEDICAL & DENTAL	1,538.84	1,538.84	.00 (1,538.84)	.0
100-410-4120 EB-INSURANCE (LIFE & DISAB)	18.27	18.27	.00 (18.27)	.0
100-410-4150 EB-EMPLOYER TAXES	587.05	587.05	.00 (587.05)	.0
100-410-4170 EB-PERS	2,124.12	2,124.12	.00 (2,124.12)	.0
100-410-5100 PROFESSIONAL SERVICES	2,674.22	2,674.22	45,000.00	42,325.78	5.9
100-410-5200 CONTRACTED SUPPORT	.00	.00	200.00	200.00	.0
100-410-5300 OPERATIONAL SUPPLIES	.00	.00	200.00	200.00	.0
100-410-6100 BUILDING MAINT & SUPPLIES	182.33	182.33	3,600.00	3,417.67	5.1
100-410-6200 RENTALS AND LEASES	75.62	75.62	1,850.00	1,774.38	4.1
100-410-6300 INSURANCE	3,888.95	3,888.95	4,800.00	911.05	81.0
100-410-6400 ADVERTISING & RECRUITMENT	.00	.00	1,000.00	1,000.00	.0
100-410-6500 LEARNING, DUES & MEMBERSHIPS	.00	.00	13,800.00	13,800.00	.0
100-410-6600 OFFICE SUPPLIES & MISC EXPENSE	371.49	371.49	8,100.00	7,728.51	4.6
100-410-6700 EQUIP MAINT & SUPPLIES	1,542.15	1,542.15	5,500.00	3,957.85	28.0
100-410-6900 UTILITIES	431.31	431.31	6,000.00	5,568.69	7.2
TOTAL ADMINISTRATION	20,412.60	20,412.60	203,682.00	183,269.40	10.0
<u>COURT</u>					
100-412-1100 SALARIES AND WAGES	.00	.00	28,800.00	28,800.00	.0
100-412-1101 DIRECTOR OF ADMIN/RECORDER	393.92	393.92	.00 (393.92)	.0
100-412-1102 FINANCE DIRECTOR	374.80	374.80	.00 (374.80)	.0
100-412-1105 ADMIN ASSISTANT/COURT CLERK	1,260.80	1,260.80	.00 (1,260.80)	.0
100-412-4100 EMPLOYEE BENEFITS	.00	.00	15,572.00	15,572.00	.0
100-412-4110 EB-MEDICAL & DENTAL	442.11	442.11	.00 (442.11)	.0
100-412-4120 EB-INSURANCE (LIFE & DISAB)	6.08	6.08	.00 (6.08)	.0
100-412-4150 EB-EMPLOYER TAXES	219.10	219.10	.00 (219.10)	.0
100-412-4170 EB-PERS	485.86	485.86	.00 (485.86)	.0
100-412-5100 PROFESSIONAL SERVICES	556.60	556.60	13,500.00	12,943.40	4.1
100-412-5300 OPERATIONAL SUPPLIES	.00	.00	50.00	50.00	.0
100-412-6100 BUILDING MAINT & SUPPLIES	24.36	24.36	600.00	575.64	4.1
100-412-6200 RENTALS AND LEASES	17.29	17.29	500.00	482.71	3.5
100-412-6300 INSURANCE	879.35	879.35	1,100.00	220.65	79.9
100-412-6400 ADVERTISING & RECRUITMENT	.00	.00	100.00	100.00	.0
100-412-6500 LEARNING, DUES & MEMBERSHIPS	.00	.00	2,100.00	2,100.00	.0
100-412-6600 OFFICE SUPPLIES & MISC EXPENSE	73.94	73.94	2,400.00	2,326.06	3.1
100-412-6700 EQUIP MAINT & SUPPLIES	.00	.00	700.00	700.00	.0
100-412-6900 UTILITIES	101.73	101.73	1,500.00	1,398.27	6.8
TOTAL COURT	4,835.94	4,835.94	66,922.00	62,086.06	7.2

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COUNCIL</u>					
100-413-5100	1,280.61	1,280.61	15,000.00	13,719.39	8.5
100-413-5300	.00	.00	3,500.00	3,500.00	.0
100-413-5500	.00	.00	5,000.00	5,000.00	.0
100-413-6500	.00	.00	1,000.00	1,000.00	.0
100-413-6600	.00	.00	700.00	700.00	.0
TOTAL COUNCIL	1,280.61	1,280.61	25,200.00	23,919.39	5.1
<u>COMMUNITY DEVELOPMENT</u>					
100-419-1100	.00	.00	14,409.00	14,409.00	.0
100-419-1101	984.80	984.80	.00 (984.80)	.0
100-419-1102	312.35	312.35	.00 (312.35)	.0
100-419-1104	215.20	215.20	.00 (215.20)	.0
100-419-4100	.00	.00	8,711.00	8,711.00	.0
100-419-4110	333.27	333.27	.00 (333.27)	.0
100-419-4120	3.81	3.81	.00 (3.81)	.0
100-419-4150	115.71	115.71	.00 (115.71)	.0
100-419-4170	497.64	497.64	.00 (497.64)	.0
100-419-5100	4,579.35	4,579.35	22,500.00	17,920.65	20.4
100-419-5400	9,339.91	9,339.91	45,500.00	36,160.09	20.5
100-419-5500	.00	.00	26,000.00	26,000.00	.0
100-419-6500	.00	.00	2,500.00	2,500.00	.0
TOTAL COMMUNITY DEVELOPMENT	16,382.04	16,382.04	119,620.00	103,237.96	13.7

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE</u>					
100-421-1100 SALARIES AND WAGES	2,657.88	2,657.88	525,862.00	523,204.12	.5
100-421-1101 DIRECTOR OF ADMIN/RECORDER	131.30	131.30	.00 (131.30)	.0
100-421-1102 FINANCE DIRECTOR	124.94	124.94	.00 (124.94)	.0
100-421-1103 CHIEF OF POLICE	8,630.28	8,630.28	.00 (8,630.28)	.0
100-421-1105 ADMININSTRATIVE ASSISTANT	4,214.24	4,214.24	.00 (4,214.24)	.0
100-421-1106 POLICE OFFICERS	29,136.67	29,136.67	.00 (29,136.67)	.0
100-421-1212 OVERTIME	417.27	417.27	.00 (417.27)	.0
100-421-4100 EMPLOYEE BENEFITS	.00	.00	396,160.00	396,160.00	.0
100-421-4110 EB-MEDICAL & DENTAL	13,679.62	13,679.62	.00 (13,679.62)	.0
100-421-4120 EB-INSURANCE (LIFE & DISAB)	103.07	103.07	.00 (103.07)	.0
100-421-4150 EB-EMPLOYER TAXES	3,263.09	3,263.09	.00 (3,263.09)	.0
100-421-4170 EB-PERS	10,466.27	10,466.27	31,000.00	20,533.73	33.8
100-421-5100 PROFESSIONAL SERVICES	2,267.72	2,267.72	26,200.00	23,932.28	8.7
100-421-5200 CONTRACTED SUPPORT	187.15	187.15	7,000.00	6,812.85	2.7
100-421-5300 OPERATIONAL SUPPLIES	139.99	139.99	10,000.00	9,860.01	1.4
100-421-5400 INTERGOVERNMENTAL	24,604.34	24,604.34	117,000.00	92,395.66	21.0
100-421-5500 PROGRAM & GRANT EXPENSES	.00	.00	8,000.00	8,000.00	.0
100-421-6100 BUILDING MAINT & SUPPLIES	206.69	206.69	5,000.00	4,793.31	4.1
100-421-6200 RENTALS AND LEASES	242.57	242.57	53,500.00	53,257.43	.5
100-421-6300 INSURANCE	19,555.16	19,555.16	21,500.00	1,944.84	91.0
100-421-6400 ADVERTISING & RECRUITMENT	.00	.00	2,000.00	2,000.00	.0
100-421-6500 LEARNING, DUES & MEMBERSHIPS	125.00	125.00	16,500.00	16,375.00	.8
100-421-6600 OFFICE SUPPLIES & MISC EXPENSE	74.09	74.09	5,500.00	5,425.91	1.4
100-421-6700 EQUIP MAINT & SUPPLIES	3,166.67	3,166.67	55,000.00	51,833.33	5.8
100-421-6800 UNIFORMS	.00	.00	6,000.00	6,000.00	.0
100-421-6900 UTILITIES	865.28	865.28	12,650.00	11,784.72	6.8
TOTAL POLICE	124,259.29	124,259.29	1,298,872.00	1,174,612.71	9.6

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
100-452-1100 SALARIES AND WAGES	.00	.00	75,568.00	75,568.00	.0
100-452-1101 DIRECTOR OF ADMIN/RECORDER	131.30	131.30	.00 (131.30)	.0
100-452-1102 FINANCE DIRECTOR	124.94	124.94	.00 (124.94)	.0
100-452-1105 ADMINISTRATIVE ASSISTANT	1,381.17	1,381.17	.00 (1,381.17)	.0
100-452-1107 UTILITY WORKER 1	3,211.43	3,211.43	.00 (3,211.43)	.0
100-452-1108 PW ADMIN ASSISTANT	573.12	573.12	.00 (573.12)	.0
100-452-1114 PUBLIC WORKS FOREMAN	1,434.64	1,434.64	.00 (1,434.64)	.0
100-452-4100 EMPLOYEE BENEFITS	.00	.00	52,715.00	52,715.00	.0
100-452-4110 EB-MEDICAL & DENTAL	1,879.91	1,879.91	.00 (1,879.91)	.0
100-452-4120 EB-INSURANCE (LIFE & DISAB)	15.90	15.90	.00 (15.90)	.0
100-452-4150 EB-EMPLOYER TAXES	528.11	528.11	.00 (528.11)	.0
100-452-4170 EB-PERS	1,801.91	1,801.91	.00 (1,801.91)	.0
100-452-5100 PROFESSIONAL SERVICES	704.39	704.39	4,600.00	3,895.61	15.3
100-452-5200 CONTRACTED SUPPORT	.00	.00	400.00	400.00	.0
100-452-5300 OPERATIONAL SUPPLIES	143.44	143.44	15,800.00	15,656.56	.9
100-452-6100 BUILDING MAINT & SUPPLIES	185.54	185.54	5,900.00	5,714.46	3.1
100-452-6200 RENTALS AND LEASES	10.80	10.80	500.00	489.20	2.2
100-452-6300 INSURANCE	4,474.83	4,474.83	5,000.00	525.17	89.5
100-452-6400 ADVERTISING & RECRUITMENT	.00	.00	100.00	100.00	.0
100-452-6500 LEARNING, DUES & MEMBERSHIPS	29.00	29.00	1,100.00	1,071.00	2.6
100-452-6600 OFFICE SUPPLIES & MISC EXPENSE	101.14	101.14	1,600.00	1,498.86	6.3
100-452-6700 EQUIP MAINT & SUPPLIES	2,254.75	2,254.75	9,300.00	7,045.25	24.2
100-452-6800 UNIFORMS	.00	.00	500.00	500.00	.0
100-452-6900 UTILITIES	840.54	840.54	11,300.00	10,459.46	7.4
TOTAL PARKS	19,826.86	19,826.86	184,383.00	164,556.14	10.8
<u>CONTINGENCY</u>					
100-900-9900 CONTINGENCY	.00	.00	284,802.00	284,802.00	.0
100-900-9990 RESERVE FUTURE EXPENDITURES	.00	.00	832,270.00	832,270.00	.0
TOTAL CONTINGENCY	.00	.00	1,117,072.00	1,117,072.00	.0
TOTAL FUND EXPENDITURES	186,997.34	186,997.34	3,015,751.00	2,828,753.66	6.2
NET REVENUE OVER EXPENDITURES	(129,112.04)	(129,112.04)	.00	129,112.04	.0

CITY OF HUBBARD
 BALANCE SHEET
 JULY 31, 2020

STREET FUND

ASSETS

121-000-1001	CASH IN COMBINED CASH FUND	(534,202.24)	
121-000-1011	LGIP		623,184.80	
	TOTAL ASSETS			<u>88,982.56</u>

LIABILITIES AND EQUITY

LIABILITIES

121-000-2001	A/P LIABILITY	(1,484.85)	
121-000-2021	FEDERAL TAX WITHHOLDING		304.57	
121-000-2022	STATE TAX WITHHOLDING		144.72	
121-000-2023	RETIREMENT		796.44	
	TOTAL LIABILITIES	(239.12)	

FUND EQUITY

121-000-2520	BEG FUND BALANCE		89,892.65	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(670.97)	
	BALANCE - CURRENT DATE	(670.97)	
	TOTAL FUND EQUITY			<u>89,221.68</u>
	TOTAL LIABILITIES AND EQUITY			<u>88,982.56</u>

CITY OF HUBBARD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREET FUND REVENUE</u>					
121-300-3190 GAS TAX	10,439.27	10,439.27	165,000.00	154,560.73	6.3
121-300-3407 TRANSPORTATION UTILITY	14,241.77	14,241.77	100,000.00	85,758.23	14.2
121-300-3408 ROW PERMITS	135.00	135.00	1,750.00	1,615.00	7.7
121-300-3601 MISCELLANEOUS REVENUE	.00	.00	100.00	100.00	.0
121-300-3611 INTEREST INCOME	610.81	610.81	5,000.00	4,389.19	12.2
TOTAL STREET FUND REVENUE	25,426.85	25,426.85	271,850.00	246,423.15	9.4
<u>FUND BALANCE</u>					
121-399-9999 BEGINNING FUND BALANCE	.00	.00	96,663.00	96,663.00	.0
TOTAL FUND BALANCE	.00	.00	96,663.00	96,663.00	.0
TOTAL FUND REVENUE	25,426.85	25,426.85	368,513.00	343,086.15	6.9

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREET FUND EXP</u>					
121-431-1100 SALARIES AND WAGES	.00	.00	84,139.00	84,139.00	.0
121-431-1101 DIRECTOR OF ADMIN/RECORDER	328.26	328.26	.00 (328.26)	.0
121-431-1102 FINANCE DIRECTOR	937.01	937.01	.00 (937.01)	.0
121-431-1105 ADMINISTRATIVE ASSISTANT	1,741.41	1,741.41	.00 (1,741.41)	.0
121-431-1107 UTILITY WORKER 1	3,416.21	3,416.21	.00 (3,416.21)	.0
121-431-1108 PW ADMIN ASSISTANT	573.12	573.12	.00 (573.12)	.0
121-431-1114 PUBLIC WORKS FOREMAN	1,219.44	1,219.44	.00 (1,219.44)	.0
121-431-4100 EMPLOYEE BENEFITS	.00	.00	55,754.00	55,754.00	.0
121-431-4110 EB-MEDICAL & DENTAL	2,217.58	2,217.58	.00 (2,217.58)	.0
121-431-4120 EB-INSURANCE (LIFE & DISAB)	19.76	19.76	.00 (19.76)	.0
121-431-4150 EB-EMPLOYER TAXES	642.70	642.70	.00 (642.70)	.0
121-431-4170 EB-PERS	2,131.57	2,131.57	.00 (2,131.57)	.0
121-431-5100 PROFESSIONAL SERVICES	1,358.11	1,358.11	10,100.00	8,741.89	13.5
121-431-5200 CONTRACTED SUPPORT	.00	.00	27,700.00	27,700.00	.0
121-431-5300 OPERATIONAL SUPPLIES	81.19	81.19	100.00	18.81	81.2
121-431-5500 PROGRAM & GRANT EXPENSES	1,055.60	1,055.60	11,200.00	10,144.40	9.4
121-431-6100 BUILDING MAINT & SUPPLIES	37.74	37.74	2,250.00	2,212.26	1.7
121-431-6200 RENTALS AND LEASES	8.64	8.64	400.00	391.36	2.2
121-431-6300 INSURANCE	3,749.49	3,749.49	4,200.00	450.51	89.3
121-431-6400 ADVERTISING & RECRUITMENT	.00	.00	100.00	100.00	.0
121-431-6500 LEARNING, DUES & MEMBERSHIPS	29.00	29.00	600.00	571.00	4.8
121-431-6600 OFFICE SUPPLIES & MISC EXPENSE	165.18	165.18	2,200.00	2,034.82	7.5
121-431-6700 EQUIP MAINT & SUPPLIES	506.73	506.73	5,600.00	5,093.27	9.1
121-431-6800 UNIFORMS	.00	.00	300.00	300.00	.0
121-431-6900 UTILITIES	5,879.08	5,879.08	42,977.00	37,097.92	13.7
TOTAL STREET FUND EXP	26,097.82	26,097.82	247,620.00	221,522.18	10.5
<u>TRANSFER OUT</u>					
121-491-8701 OPERATIONAL OVERHEAD	.00	.00	24,300.00	24,300.00	.0
TOTAL TRANSFER OUT	.00	.00	24,300.00	24,300.00	.0
<u>CONTINGENCY</u>					
121-900-9900 CONTINGENCY	.00	.00	40,788.00	40,788.00	.0
121-900-9990 RESERVE FUTURE EXPENDITURES	.00	.00	55,805.00	55,805.00	.0
TOTAL CONTINGENCY	.00	.00	96,593.00	96,593.00	.0
TOTAL FUND EXPENDITURES	26,097.82	26,097.82	368,513.00	342,415.18	7.1
NET REVENUE OVER EXPENDITURES	(670.97)	(670.97)	.00	670.97	.0

CITY OF HUBBARD
 BALANCE SHEET
 JULY 31, 2020

STREET CONSTRUCTION FUND

ASSETS

122-000-1001	CASH IN COMBINED CASH FUND	(171,364.70)	
122-000-1011	LGIP		427,773.20	
			<u> </u>	
	TOTAL ASSETS			<u>256,408.50</u>

LIABILITIES AND EQUITY

FUND EQUITY

122-000-2520	BEG FUND BALANCE		256,495.74	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(<u>87.24)</u>	
	BALANCE - CURRENT DATE	(<u>87.24)</u>	
	TOTAL FUND EQUITY			<u>256,408.50</u>
	TOTAL LIABILITIES AND EQUITY			<u>256,408.50</u>

CITY OF HUBBARD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2020

STREET CONSTRUCTION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREET CONSTRUCTION REVENUE</u>					
122-300-3190 GAS TAX	3,479.75	3,479.75	55,000.00	51,520.25	6.3
122-300-3341 SPECIAL ALLOTMENT	.00	.00	100,000.00	100,000.00	.0
122-300-3550 ASSESSMENT PRINCIPAL	.00	.00	100.00	100.00	.0
122-300-3551 SDC-IMPROVEMENT	.00	.00	19,320.00	19,320.00	.0
122-300-3554 SDC ADMINISTRATION	.00	.00	975.00	975.00	.0
122-300-3601 MISCELLANEOUS REVENUE	42.85	42.85	.00	(42.85)	.0
122-300-3611 INTEREST INCOME	425.16	425.16	3,000.00	2,574.84	14.2
TOTAL STREET CONSTRUCTION REVENUE	3,947.76	3,947.76	178,395.00	174,447.24	2.2
<u>FUND BALANCE</u>					
122-399-9999 BEGINNING FUND BALANCE	.00	.00	316,492.00	316,492.00	.0
TOTAL FUND BALANCE	.00	.00	316,492.00	316,492.00	.0
TOTAL FUND REVENUE	3,947.76	3,947.76	494,887.00	490,939.24	.8

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

STREET CONSTRUCTION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREET CONST. FUND EXP</u>					
122-431-7000 CAPITAL OUTLAY	4,035.00	4,035.00	177,420.00	173,385.00	2.3
TOTAL STREET CONST. FUND EXP	4,035.00	4,035.00	177,420.00	173,385.00	2.3
<u>TRANSFER OUT</u>					
122-491-8801 SDC ADMINISTRATION	.00	.00	975.00	975.00	.0
TOTAL TRANSFER OUT	.00	.00	975.00	975.00	.0
<u>CONTINGENCY</u>					
122-900-9900 CONTINGENCY	.00	.00	26,759.00	26,759.00	.0
122-900-9990 RESERVE FUTURE EXPENDITURES	.00	.00	289,733.00	289,733.00	.0
TOTAL CONTINGENCY	.00	.00	316,492.00	316,492.00	.0
TOTAL FUND EXPENDITURES	4,035.00	4,035.00	494,887.00	490,852.00	.8
NET REVENUE OVER EXPENDITURES	(87.24)	(87.24)	.00	87.24	.0

CITY OF HUBBARD
 BALANCE SHEET
 JULY 31, 2020

RESERVE FUND

ASSETS

123-000-1001	CASH IN COMBINED CASH FUND	234,368.39	
123-000-1011	LGIP	42,394.94	
	TOTAL ASSETS		<u>276,763.33</u>

LIABILITIES AND EQUITY

FUND EQUITY

123-000-2520	BEG FUND BALANCE	276,720.64	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	42.69	
	BALANCE - CURRENT DATE	42.69	
	TOTAL FUND EQUITY		<u>276,763.33</u>
	TOTAL LIABILITIES AND EQUITY		<u>276,763.33</u>

CITY OF HUBBARD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2020

RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>RESERVE FUND REVENUE</u>					
123-300-3611 INTEREST	42.69	42.69	850.00	807.31	5.0
TOTAL RESERVE FUND REVENUE	42.69	42.69	850.00	807.31	5.0
<u>FUND BALANCE</u>					
123-399-9999 BEGINNING FUND BALANCE	.00	.00	279,423.00	279,423.00	.0
TOTAL FUND BALANCE	.00	.00	279,423.00	279,423.00	.0
TOTAL FUND REVENUE	42.69	42.69	280,273.00	280,230.31	.0

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RESERVE FUND EXP</u>					
123-423-7504 DUMP TRUCK	.00	.00	43,730.00	43,730.00	.0
123-423-7505 BACKHOE	.00	.00	50,856.00	50,856.00	.0
123-423-7506 PUB WRKS TRAC/MOWE	.00	.00	32,129.00	32,129.00	.0
123-423-7515 PLOTTER	.00	.00	6,906.00	6,906.00	.0
123-423-7710 PUB WRKS PICK UP	.00	.00	21,371.00	21,371.00	.0
123-423-7726 CITY HALL SIDING	.00	.00	31,960.00	31,960.00	.0
123-423-7727 CITY HALL CARPET	.00	.00	15,386.00	15,386.00	.0
123-423-7740 POLICE VEHICLE	.00	.00	55,930.00	55,930.00	.0
123-423-7741 CITY HALL / POLICE DEPT - BLDG	.00	.00	21,156.00	21,156.00	.0
TOTAL RESERVE FUND EXP	.00	.00	279,424.00	279,424.00	.0
<u>CONTINGENCY</u>					
123-900-9990 RESERVE FUTURE EXPENDITURES	.00	.00	849.00	849.00	.0
TOTAL CONTINGENCY	.00	.00	849.00	849.00	.0
TOTAL FUND EXPENDITURES	.00	.00	280,273.00	280,273.00	.0
NET REVENUE OVER EXPENDITURES	42.69	42.69	.00	(42.69)	.0

CITY OF HUBBARD
BALANCE SHEET
JULY 31, 2020

PARK IMPROVEMENT FUND

ASSETS

125-000-1001	CASH IN COMBINED CASH FUND	311,020.01	
125-000-1011	LGIP	40,427.53	
	TOTAL ASSETS		<u>351,447.54</u>

LIABILITIES AND EQUITY

FUND EQUITY

125-000-2520	BEG FUND BALANCE	351,363.98	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	83.56	
	BALANCE - CURRENT DATE	83.56	
	TOTAL FUND EQUITY		<u>351,447.54</u>
	TOTAL LIABILITIES AND EQUITY		<u>351,447.54</u>

CITY OF HUBBARD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2020

PARK IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PARK IMPROVMENT REVENUE</u>					
125-300-3301 STATE SHARED REVEN	.00	.00	20,000.00	20,000.00	.0
125-300-3341 STATE PARKS DEPT.	.00	.00	195,200.00	195,200.00	.0
125-300-3551 SDC-IMPROVEMENT	.00	.00	17,850.00	17,850.00	.0
125-300-3552 SDC-REIMBURSEMENT	.00	.00	2,790.00	2,790.00	.0
125-300-3554 SDC-ADMINISTRATION	.00	.00	870.00	870.00	.0
125-300-3601 MISCELLANEOUS REVENUE	42.85	42.85	.00	(42.85)	.0
125-300-3611 INTEREST INCOME	40.71	40.71	300.00	259.29	13.6
TOTAL PARK IMPROVMENT REVENUE	83.56	83.56	237,010.00	236,926.44	.0
<u>BEGINNING FUND BALANCE</u>					
125-399-9999 BEGINNING FUND BALANCE	.00	.00	370,439.00	370,439.00	.0
TOTAL BEGINNING FUND BALANCE	.00	.00	370,439.00	370,439.00	.0
TOTAL FUND REVENUE	83.56	83.56	607,449.00	607,365.44	.0

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

PARK IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARK IMPROV FUND EXP</u>						
125-452-7000	CAPITAL OUTLAY	.00	.00	236,140.00	236,140.00	.0
	TOTAL PARK IMPROV FUND EXP	.00	.00	236,140.00	236,140.00	.0
<u>TRANSFER OUT</u>						
125-491-8000	TRANSFERS OUT	.00	.00	870.00	870.00	.0
	TOTAL TRANSFER OUT	.00	.00	870.00	870.00	.0
<u>CONTINGENCY</u>						
125-900-9900	CONTINGENCY	.00	.00	35,552.00	35,552.00	.0
125-900-9990	RESERVE FUTURE EXPENDITURES	.00	.00	334,887.00	334,887.00	.0
	TOTAL CONTINGENCY	.00	.00	370,439.00	370,439.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	607,449.00	607,449.00	.0
	NET REVENUE OVER EXPENDITURES	83.56	83.56	.00	(83.56)	.0

CITY OF HUBBARD
 BALANCE SHEET
 JULY 31, 2020

SEWER UTILITY FUND

ASSETS

201-000-1001	CASH IN COMBINED CASH FUND	204,662.02	
201-000-1011	LGIP	28,378.81	
	TOTAL ASSETS		233,040.83

LIABILITIES AND EQUITY

LIABILITIES

201-000-2001	A/P LIABILITY	(1,537.81)	
201-000-2021	FEDERAL TAX WITHHOLDING	748.53	
201-000-2022	STATE TAX WITHHOLDING	254.11	
201-000-2023	RETIREMENT	2,853.88	
	TOTAL LIABILITIES		2,318.71

FUND EQUITY

201-000-2520	BEG FUND BALANCE	190,595.63	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	40,126.49	
	BALANCE - CURRENT DATE	40,126.49	
	TOTAL FUND EQUITY		230,722.12
	TOTAL LIABILITIES AND EQUITY		233,040.83

CITY OF HUBBARD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2020

SEWER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SEWER UTILITY REVENUE</u>					
201-300-3441 SERVICE CHARGES SE	70,969.72	70,969.72	480,000.00	409,030.28	14.8
201-300-3601 MISCELLANEOUS REVENUE	42.85	42.85	.00	(42.85)	.0
201-300-3611 INTEREST INCOME	.00	.00	30.00	30.00	.0
TOTAL SEWER UTILITY REVENUE	<u>71,012.57</u>	<u>71,012.57</u>	<u>480,030.00</u>	<u>409,017.43</u>	<u>14.8</u>
<u>BEGINNING FUND BALANCE</u>					
201-399-9999 BEGINNING FUND BALANCE	.00	.00	110,134.00	110,134.00	.0
TOTAL BEGINNING FUND BALANCE	<u>.00</u>	<u>.00</u>	<u>110,134.00</u>	<u>110,134.00</u>	<u>.0</u>
TOTAL FUND REVENUE	<u>71,012.57</u>	<u>71,012.57</u>	<u>590,164.00</u>	<u>519,151.43</u>	<u>12.0</u>

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

SEWER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER UTILITY FUND EXP</u>					
201-432-1100 SALARIES AND WAGES	.00	.00	132,121.00	132,121.00	.0
201-432-1101 DIRECTOR OF ADMIN/RECORDER	328.26	328.26	.00 (328.26)	.0
201-432-1102 FINANCE DIRECTOR	937.01	937.01	.00 (937.01)	.0
201-432-1105 ADMINISTRATIVE ASSISTANT	1,921.53	1,921.53	.00 (1,921.53)	.0
201-432-1107 UTILITY WORKER 1	1,421.43	1,421.43	.00 (1,421.43)	.0
201-432-1108 PW ADMIN ASSISTANT	573.12	573.12	.00 (573.12)	.0
201-432-1114 PUBLIC WORKS FOREMAN	2,869.35	2,869.35	.00 (2,869.35)	.0
201-432-4100 EMPLOYEE BENEFITS	.00	.00	88,846.00	88,846.00	.0
201-432-4110 EB-MEDICAL & DENTAL	2,007.47	2,007.47	.00 (2,007.47)	.0
201-432-4120 EB-INSURANCE (LIFE & DISAB)	17.86	17.86	.00 (17.86)	.0
201-432-4150 EB-EMPLOYER TAXES	637.22	637.22	.00 (637.22)	.0
201-432-4170 EB-PERS	2,340.36	2,340.36	.00 (2,340.36)	.0
201-432-5100 PROFESSIONAL SERVICES	1,753.75	1,753.75	18,000.00	16,246.25	9.7
201-432-5200 CONTRACTED SUPPORT	232.60	232.60	26,900.00	26,667.40	.9
201-432-5300 OPERATIONAL SUPPLIES	153.04	153.04	6,400.00	6,246.96	2.4
201-432-6100 BUILDING MAINT & SUPPLIES	56.61	56.61	5,900.00	5,843.39	1.0
201-432-6200 RENTALS AND LEASES	43.21	43.21	1,300.00	1,256.79	3.3
201-432-6300 INSURANCE	9,120.89	9,120.89	10,000.00	879.11	91.2
201-432-6400 ADVERTISING & RECRUITMENT	.00	.00	100.00	100.00	.0
201-432-6500 LEARNING, DUES & MEMBERSHIPS	.00	.00	5,600.00	5,600.00	.0
201-432-6600 OFFICE SUPPLIES & MISC EXPENSE	380.41	380.41	13,000.00	12,619.59	2.9
201-432-6700 EQUIP MAINT & SUPPLIES	2,617.98	2,617.98	22,000.00	19,382.02	11.9
201-432-6800 UNIFORMS	.00	.00	600.00	600.00	.0
201-432-6900 UTILITIES	3,473.98	3,473.98	44,000.00	40,526.02	7.9
TOTAL SEWER UTILITY FUND EXP	30,886.08	30,886.08	374,767.00	343,880.92	8.2
<u>TRANSFER OUT</u>					
201-491-8006 TRANS TO SEWER BOND	.00	.00	54,486.00	54,486.00	.0
201-491-8601 FRANCHISE FEE	.00	.00	24,000.00	24,000.00	.0
201-491-8701 OPERATIONAL OVERHEAD	.00	.00	27,000.00	27,000.00	.0
TOTAL TRANSFER OUT	.00	.00	105,486.00	105,486.00	.0
<u>CONTINGENCY</u>					
201-900-9900 CONTINGENCY	.00	.00	72,038.00	72,038.00	.0
201-900-9990 RESERVE FUTURE EXPENDITURES	.00	.00	37,873.00	37,873.00	.0
TOTAL CONTINGENCY	.00	.00	109,911.00	109,911.00	.0
TOTAL FUND EXPENDITURES	30,886.08	30,886.08	590,164.00	559,277.92	5.2
NET REVENUE OVER EXPENDITURES	40,126.49	40,126.49	.00 (40,126.49)	.0

CITY OF HUBBARD
BALANCE SHEET
JULY 31, 2020

SEWER CONSTRUCTION FUND

ASSETS

202-000-1001	CASH IN COMBINED CASH FUND	1,280,613.26	
202-000-1011	LGIP	306,735.17	
	TOTAL ASSETS		<u>1,587,348.43</u>

LIABILITIES AND EQUITY

FUND EQUITY

202-000-2520	BEG FUND BALANCE	1,564,331.20	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	23,017.23	
	BALANCE - CURRENT DATE	23,017.23	
	TOTAL FUND EQUITY		<u>1,587,348.43</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,587,348.43</u>

CITY OF HUBBARD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2020

SEWER CONSTRUCTION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SEWER CONSTRUCTION REVENUE</u>					
202-300-3550 WASTEWATER REUSE R	22,708.39	22,708.39	141,000.00	118,291.61	16.1
202-300-3551 SDC-IMPROVEMENT	.00	.00	6,180.00	6,180.00	.0
202-300-3552 SDC-REIMBURSEMENT	.00	.00	17,350.00	17,350.00	.0
202-300-3554 SDC-ADMINISTRATION	.00	.00	1,650.00	1,650.00	.0
202-300-3611 INTEREST INCOME	308.84	308.84	3,000.00	2,691.16	10.3
TOTAL SEWER CONSTRUCTION REVENUE	23,017.23	23,017.23	169,180.00	146,162.77	13.6
<u>BEGINNING FUND BALANCE</u>					
202-399-9999 BEGINNING FUND BALANCE	.00	.00	1,564,380.00	1,564,380.00	.0
TOTAL BEGINNING FUND BALANCE	.00	.00	1,564,380.00	1,564,380.00	.0
TOTAL FUND REVENUE	23,017.23	23,017.23	1,733,560.00	1,710,542.77	1.3

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

SEWER CONSTRUCTION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER CONST FUND EXP</u>					
202-432-7000 CAPITAL OUTLAY	.00	.00	130,000.00	130,000.00	.0
TOTAL SEWER CONST FUND EXP	.00	.00	130,000.00	130,000.00	.0
<u>TRANSFER OUT</u>					
202-491-8000 TRANSFERS OUT	.00	.00	1,650.00	1,650.00	.0
TOTAL TRANSFER OUT	.00	.00	1,650.00	1,650.00	.0
<u>CONTINGENCY</u>					
202-900-9900 CONTINGENCY	.00	.00	19,748.00	19,748.00	.0
202-900-9990 RESERVE FUTURE EXPENDITURES	.00	.00	1,582,162.00	1,582,162.00	.0
TOTAL CONTINGENCY	.00	.00	1,601,910.00	1,601,910.00	.0
TOTAL FUND EXPENDITURES	.00	.00	1,733,560.00	1,733,560.00	.0
NET REVENUE OVER EXPENDITURES	23,017.23	23,017.23	.00	(23,017.23)	.0

CITY OF HUBBARD
BALANCE SHEET
JULY 31, 2020

SEWER BOND FUND

ASSETS

203-000-1001	CASH IN COMBINED CASH FUND	61,260.75	
203-000-1011	LGIP	6,622.40	
	TOTAL ASSETS		<u>67,883.15</u>

LIABILITIES AND EQUITY

FUND EQUITY

203-000-2520	BEG FUND BALANCE	67,522.15	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	361.00	
	BALANCE - CURRENT DATE	361.00	
	TOTAL FUND EQUITY		<u>67,883.15</u>
	TOTAL LIABILITIES AND EQUITY		<u>67,883.15</u>

CITY OF HUBBARD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2020

SEWER BOND FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SEWER BOND REVENUE</u>					
203-300-3611 INTEREST INCOME	361.00	361.00	800.00	439.00	45.1
TOTAL SEWER BOND REVENUE	361.00	361.00	800.00	439.00	45.1
<u>TRANSFERS IN</u>					
203-391-0201 TRANS FROM-SEWER UTILITY FUND	.00	.00	54,486.00	54,486.00	.0
TOTAL TRANSFERS IN	.00	.00	54,486.00	54,486.00	.0
<u>BEGINNING FUND BALANCE</u>					
203-399-9999 BEGINNING FUND BALANCE	.00	.00	94,718.00	94,718.00	.0
TOTAL BEGINNING FUND BALANCE	.00	.00	94,718.00	94,718.00	.0
TOTAL FUND REVENUE	361.00	361.00	150,004.00	149,643.00	.2

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

SEWER BOND FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
203-432-9001 LOAN INTEREST	.00	.00	7,406.00	7,406.00	.0
203-432-9002 LOAN PRINCIPAL	.00	.00	47,080.00	47,080.00	.0
TOTAL DEBT SERVICE	.00	.00	54,486.00	54,486.00	.0
<u>CONTINGENCY</u>					
203-900-9990 RESERVE FUTURE EXPENDITURES	.00	.00	95,518.00	95,518.00	.0
TOTAL CONTINGENCY	.00	.00	95,518.00	95,518.00	.0
TOTAL FUND EXPENDITURES	.00	.00	150,004.00	150,004.00	.0
NET REVENUE OVER EXPENDITURES	361.00	361.00	.00	(361.00)	.0

CITY OF HUBBARD
 BALANCE SHEET
 JULY 31, 2020

WATER UTILITY FUND

ASSETS

205-000-1001	CASH IN COMBINED CASH FUND	398,592.06	
205-000-1011	LGIP	53,562.55	
205-000-1800	UB CUSTOMER DEPOSIT	43.16	
	TOTAL ASSETS		452,197.77

LIABILITIES AND EQUITY

LIABILITIES

205-000-2001	A/P LIABILITY	(1,275.02)	
205-000-2021	FEDERAL TAX WITHHOLDING	394.84	
205-000-2022	STATE TAX WITHHOLDING	169.52	
205-000-2023	RETIREMENT	1,791.96	
205-000-2281	UB DEPOSITS	17,060.00	
	TOTAL LIABILITIES		18,141.30

FUND EQUITY

205-000-2520	BEG FUND BALANCE	399,467.35	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	34,589.12	
	BALANCE - CURRENT DATE	34,589.12	
	TOTAL FUND EQUITY		434,056.47
	TOTAL LIABILITIES AND EQUITY		452,197.77

CITY OF HUBBARD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER UTILITY REVENUE</u>					
205-300-3401 SERVICE CHARGES WA	66,924.53	66,924.53	470,625.00	403,700.47	14.2
205-300-3402 CONNECTION CHGS WA	.00	.00	2,000.00	2,000.00	.0
205-300-3403 RECONNECTION FEE	266.36	266.36	2,000.00	1,733.64	13.3
205-300-3404 SALE OF SURP PROP	42.86	42.86	.00	(42.86)	.0
205-300-3601 MISCELLANEOUS REVENUE	1,300.41	1,300.41	5,000.00	3,699.59	26.0
205-300-3611 INTEREST INCOME	53.93	53.93	800.00	746.07	6.7
205-300-3620 LEASE-WATER TOWER T MOBILE	658.85	658.85	7,200.00	6,541.15	9.2
205-300-3622 VERZION LEASE	.00	.00	15,840.00	15,840.00	.0
TOTAL WATER UTILITY REVENUE	69,246.94	69,246.94	503,465.00	434,218.06	13.8
 <u>BEGINNING FUND BALANCE</u>					
205-399-9999 BEGINNING FUND BALANCE	.00	.00	355,736.00	355,736.00	.0
TOTAL BEGINNING FUND BALANCE	.00	.00	355,736.00	355,736.00	.0
TOTAL FUND REVENUE	69,246.94	69,246.94	859,201.00	789,954.06	8.1

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER UTILITY FUND EXP</u>					
205-461-1100 SALARIES AND WAGES	.00	.00	128,474.00	128,474.00	.0
205-461-1101 DIRECTOR OF ADMIN/RECORDER	328.26	328.26	.00 (328.26)	.0
205-461-1102 FINANCE DIRECTOR	937.01	937.01	.00 (937.01)	.0
205-461-1105 ADMINISTRATIVE ASSISTANT	2,281.72	2,281.72	.00 (2,281.72)	.0
205-461-1107 UTILITY WORKER 1	2,792.25	2,792.25	.00 (2,792.25)	.0
205-461-1108 PW ADMIN ASSISTANT	573.12	573.12	.00 (573.12)	.0
205-461-1114 PUBLIC WORKS FOREMAN	1,434.64	1,434.64	.00 (1,434.64)	.0
205-461-4100 EMPLOYEE BENEFITS	.00	.00	83,575.00	83,575.00	.0
205-461-4110 EB-MEDICAL & DENTAL	2,191.33	2,191.33	.00 (2,191.33)	.0
205-461-4120 EB-INSURANCE (LIFE & DISAB)	20.12	20.12	.00 (20.12)	.0
205-461-4150 EB-EMPLOYER TAXES	659.71	659.71	.00 (659.71)	.0
205-461-4170 EB-PERS	2,191.50	2,191.50	.00 (2,191.50)	.0
205-461-5100 PROFESSIONAL SERVICES	1,753.76	1,753.76	21,000.00	19,246.24	8.4
205-461-5200 CONTRACTED SUPPORT	152.60	152.60	9,000.00	8,847.40	1.7
205-461-5300 OPERATIONAL SUPPLIES	3,541.94	3,541.94	26,500.00	22,958.06	13.4
205-461-6100 BUILDING MAINT & SUPPLIES	56.61	56.61	2,500.00	2,443.39	2.3
205-461-6200 RENTALS AND LEASES	43.22	43.22	2,500.00	2,456.78	1.7
205-461-6300 INSURANCE	12,180.04	12,180.04	13,500.00	1,319.96	90.2
205-461-6400 ADVERTISING & RECRUITMENT	.00	.00	100.00	100.00	.0
205-461-6500 LEARNING, DUES & MEMBERSHIPS	.00	.00	5,600.00	5,600.00	.0
205-461-6600 OFFICE SUPPLIES & MISC EXPENSE	349.30	349.30	8,200.00	7,850.70	4.3
205-461-6700 EQUIP MAINT & SUPPLIES	454.38	454.38	12,900.00	12,445.62	3.5
205-461-6800 UNIFORMS	.00	.00	600.00	600.00	.0
205-461-6900 UTILITIES	2,716.31	2,716.31	38,400.00	35,683.69	7.1
TOTAL WATER UTILITY FUND EXP	34,657.82	34,657.82	352,849.00	318,191.18	9.8
<u>TRANSFER OUT</u>					
205-491-8009 TRANS TO WATER BOND	.00	.00	95,727.00	95,727.00	.0
205-491-8601 TRANS OUT - FRANCH	.00	.00	24,031.00	24,031.00	.0
205-491-8701 TRANS OUT OP OH	.00	.00	30,868.00	30,868.00	.0
TOTAL TRANSFER OUT	.00	.00	150,626.00	150,626.00	.0
<u>CONTINGENCY</u>					
205-900-9900 CONTINGENCY	.00	.00	75,521.00	75,521.00	.0
205-900-9990 RESERVE FUTURE EXPENDITURES	.00	.00	280,205.00	280,205.00	.0
TOTAL CONTINGENCY	.00	.00	355,726.00	355,726.00	.0
TOTAL FUND EXPENDITURES	34,657.82	34,657.82	859,201.00	824,543.18	4.0
NET REVENUE OVER EXPENDITURES	34,589.12	34,589.12	.00 (34,589.12)	.0

CITY OF HUBBARD
BALANCE SHEET
JULY 31, 2020

WATER CONSTRUCTION FUND

ASSETS

206-000-1001	CASH IN COMBINED CASH FUND	627,983.14	
206-000-1011	LGIP	351,909.26	
	TOTAL ASSETS		979,892.40

LIABILITIES AND EQUITY

FUND EQUITY

206-000-2520	BEG FUND BALANCE	964,161.22	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	15,731.18	
	BALANCE - CURRENT DATE	15,731.18	
	TOTAL FUND EQUITY		979,892.40
	TOTAL LIABILITIES AND EQUITY		979,892.40

CITY OF HUBBARD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER CONSTRUCTION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER CONSTRUCTION REVENUE</u>					
206-300-3550	WATER STATIC REVEN	15,731.18	15,731.18	93,634.00	77,902.82 16.8
206-300-3551	SDC-IMPROVEMENT	.00	.00	2,020.00	2,020.00 .0
206-300-3552	SDC-REIMBURSEMENT	.00	.00	12,920.00	12,920.00 .0
206-300-3554	SDC-ADMINISTRATION	.00	.00	1,650.00	1,650.00 .0
206-300-3611	INTEREST INCOME	.00	.00	4,000.00	4,000.00 .0
	TOTAL WATER CONSTRUCTION REVENUE	15,731.18	15,731.18	114,224.00	98,492.82 13.8
<u>BEGINNING FUND BALANCE</u>					
206-399-9999	BEGINNING FUND BALANCE	.00	.00	951,968.00	951,968.00 .0
	TOTAL BEGINNING FUND BALANCE	.00	.00	951,968.00	951,968.00 .0
	TOTAL FUND REVENUE	15,731.18	15,731.18	1,066,192.00	1,050,460.82 1.5

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER CONSTRUCTION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER CONST FUND EXP</u>						
206-461-7000	CAPITAL OUTLAY	.00	.00	130,000.00	130,000.00	.0
	TOTAL WATER CONST FUND EXP	.00	.00	130,000.00	130,000.00	.0
<u>TRANSFER OUT</u>						
206-491-8000	TRANSFERS OUT	.00	.00	1,650.00	1,650.00	.0
	TOTAL TRANSFER OUT	.00	.00	1,650.00	1,650.00	.0
<u>CONTINGENCY</u>						
206-900-9900	CONTINGENCY	.00	.00	914,794.00	914,794.00	.0
	TOTAL CONTINGENCY	.00	.00	914,794.00	914,794.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	1,046,444.00	1,046,444.00	.0
	NET REVENUE OVER EXPENDITURES	15,731.18	15,731.18	19,748.00	4,016.82	79.7

CITY OF HUBBARD
BALANCE SHEET
JULY 31, 2020

WATER BOND FUND

ASSETS

207-000-1001	CASH IN COMBINED CASH FUND	73,744.38	
207-000-1011	LGIP	9,403.47	
	TOTAL ASSETS		<u>83,147.85</u>

LIABILITIES AND EQUITY

FUND EQUITY

207-000-2520	BEG FUND BALANCE	83,138.38	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	9.47	
	BALANCE - CURRENT DATE	9.47	
	TOTAL FUND EQUITY		<u>83,147.85</u>
	TOTAL LIABILITIES AND EQUITY		<u>83,147.85</u>

CITY OF HUBBARD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER BOND FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER BOND REVENUE</u>					
207-300-3611 INTEREST INCOME	9.47	9.47	80.00	70.53	11.8
TOTAL WATER BOND REVENUE	9.47	9.47	80.00	70.53	11.8
<u>TRANSFERS IN</u>					
207-391-0251 TRANS FROM-WATER UTLITY FUND	.00	.00	95,727.00	95,727.00	.0
TOTAL TRANSFERS IN	.00	.00	95,727.00	95,727.00	.0
<u>BEGINNING FUND BALANCE</u>					
207-399-9999 BEGINNING FUND BALANCE	.00	.00	83,127.00	83,127.00	.0
TOTAL BEGINNING FUND BALANCE	.00	.00	83,127.00	83,127.00	.0
TOTAL FUND REVENUE	9.47	9.47	178,934.00	178,924.53	.0

CITY OF HUBBARD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2020

WATER BOND FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
207-461-9001 BOND INTEREST	.00	.00	7,333.00	7,333.00	.0
207-461-9002 BOND PRINCIPAL	.00	.00	88,394.00	88,394.00	.0
TOTAL DEBT SERVICE	.00	.00	95,727.00	95,727.00	.0
<u>CONTINGENCY</u>					
207-900-9990 RESERVE FUTURE EXPENDITURES	.00	.00	83,207.00	83,207.00	.0
TOTAL CONTINGENCY	.00	.00	83,207.00	83,207.00	.0
TOTAL FUND EXPENDITURES	.00	.00	178,934.00	178,934.00	.0
NET REVENUE OVER EXPENDITURES	9.47	9.47	.00	(9.47)	.0

**CITY OF HUBBARD
CITY COUNCIL GOAL SETTING SESSION
JUNE 17, 2020**

CALL TO ORDER: The Hubbard City Council meeting was called to order by Mayor Charles Rostocil at 3:00 p.m. at the Hubbard Fire Hall.

FLAG SALUTE: Mayor Charles Rostocil led the group in reciting the Pledge of Allegiance.

CITY COUNCIL PRESENT: City Councilor Michelle Dodge, City Councilor Robert Prinslow, City Councilor Tyler Thomas, City Councilor James Audritsh, Mayor Charles Rostocil.

STAFF PRESENT: Director of Administration/City Recorder Vickie Nogle, Finance Director Judy Smith, Public Works Superintendent Michael Krebs, Police Chief Dave Rash, Public Works Administrative Manager Melinda Olinger

GUESTS: Sue Dicile (Facilitator), Whitney Workman (Citizen)

SESSION OPENING

- A) **Introduction and Welcome.**
- B) **Working Agreements for the session.**
- C) **Facilitator's overview of the agenda and themes from the pre-session.**

Sue Dicile introduced herself and explained the Summary of Themes from the Pre-Session Interviews that she sent out prior to the meeting. She said the agenda for this goal setting session is similar to the one she uses for most of the Goal Setting sessions she has had with other Cities she has worked with, but this one is a bit different because The City of Hubbard does not really have a statement of intention or vision, and there is no City Manager, nor is it a Commissioner style of Government, so there is not really a conduit for communication. Furthermore, she went on to explain the ground rules and how this meeting will be facilitated. There was also discussion on the Summary of Themes from Pre-Session Interviews that was sent out for the Goal Setting Session, elaborating and answering questions on the items that were in it.

LONGER-TERM CONTEXT FOR GOAL-SETTING

A) Frame aspirations for the City of Hubbard.

Facilitator Sue Dicile gave a handout to everyone that was entitled "City of Hubbard Vision Tour 2040." She asked everyone to imagine what they envisioned the City to be like in 20 years and write it down; what they would see, what residents would say, what is the key factor to the City's accomplishment and success, and what was the most important step taken in early 2020 that made it the City that they are envisioning in 2040. She then handed out sticky notes for the Council and Staff to write down what they would like to see and place it on the location on a Vision Map where they would like to see it. The things that were put on

the Vision Map were: sidewalks, walking trails, bike paths, an inviting historic district, sports bar, wine bar, new park on the east side, coffee house, restored building with historic look and appeal, strip mall, water tower bar, community center, new City Hall, easy to navigate streets and sidewalks, well used parks with activities, revitalized 3rd Street with restaurants and shops, well maintained infrastructure.

Councilor Michelle Dodge said that having more community events throughout the year might help bring the community together.

Mayor Charles Rostocil said that we could try to re-energize the National Night Out and suggested events such as movies or concerts in the park.

Facilitator Sue Dicile facilitated further discussions that included Revitalizing 3rd Street, creating a Community Center, having connected walking paths, vibrant community gatherings, and preserving the historic downtown and not losing that “Small Town feel.”

B) Consider goals and mandates in City master plans and other guiding documents.

Facilitator Sue Dicile asked what the bigger items are on the City Master Plan that might want to be pulled forward that could be done, that are either mandated or things that you want to be done.

Public Works Superintendent Mike Krebs said they are waiting on the final of the Willamette Basin Temperature rule which will make us do quite an expensive upgrade of the treatment plant. Also discussed was a water system update, and streets and sidewalk repair.

C) Discuss input from the community.

Council and Staff said the issues that are heard most from the community are: the need for street and sidewalk repairs, wanting an East Side Park, stronger water pressure, utility bill being too high, and wanting a community center.

2020-2021 COUNCIL GOAL-SETTING

A) Identify and establish milestones for relevant existing goals that will be brought forward into 2020-2021.

The priorities identified by Council and Staff are: Complete preparation on the construction bid for a water system upgrade, determine budget and begin work on street and sidewalk repair, complete the City Hall renovations, complete the G Street project, complete 5th street paving and sidewalks, look for Grants to be able to help fund projects, look at property and determine cost of an Eastside park, work with MWCOG on the 3rd Street revitalization.

B) Assess capacity in light of work-in-progress.

Finance Director Judy Smith said that the City Hall renovation has been going on for 3 year and it is not done.

Police Chief Dave Rash also asked what goals have already been established, besides the City Hall renovations.

Mayor Charles Rostocil said the G St. project and the 5th St. repaving project were other goals that were set in prior years.

Police Chief Dave Rash said all the goals that have been talked about are Public Works projects and asked if they are going to be able to get them all done.

Director of Administration/City Recorder Vickie Nogle said now there are timelines and goals set forth and there were not with the G St project or the City Hall renovations, and that is part of what this goal setting session is about which it should make it easier to follow through and get projects done.

Mayor Charles Rostocil asked if the City Hall Renovations will be done between June and October.

Director of Administration/City Recorder Vickie Nogle said that it is a matter of coordinating, we need to coordinate with IT, because of the COVID-19 we have had to put off Court and using City Hall because of capacity and we will need to talk to the Fire Department about using the room there.

Public Works Superintendent Mike Krebs said he will need to refresh up with the people that he has gotten bids from to see what we need to do to get it back rolling. Public Works Superintendent Mike Krebs said it is a doable goal to have the City Hall renovations done by December 2020.

C) Pull forward the priorities outlined in pre-session interviews. Confirm or challenge those findings as appropriate.

The items that were discussed as pulling forward are the water system growth and upgrade, water system repair, sidewalk repair, community involvement. Mayor Charles Rostocil said that, in regards to, the Sidewalk repair we need to determine what the City's responsibility is and what the Homeowners are responsible for, and what or if, we can have incentives for the homeowners to repair the sidewalks that they are responsible for.

D) Propose new 2020-2021 Council goals and evaluate in light of capacity, importance and urgency.

Mayor Charles Rostocil proposed that a bond be put on the ballot to fund the water system repairs.

Facilitator Sue Dicile asked Public Works Superintendent Mike Krebs when the plans to support a bond initiative could be drawn up and completed.

Mike Krebs said it could be done by October, and then it could be put on the ballot for a vote of the community in November.

Mayor Charles Rostocil said that November is too soon and it would have to be on the May 2021

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ballot. He went on to say that any community information meetings held regarding this would have to be in January through April of 2021.

Facilitator Sue Dicile asked what the timeline would be if the bond passes.

Public Works Superintendent Mike Krebs said that October thru December 2021 you would have contracted the work to be done.

Councilor Michele Dodge asked how much time and work office staff would have to put into going after a bond.

Finance Director Judy Smith said she has never done this before so she is not sure what the time frame would be and how it would be done.

City Councilor James Audritsh said that a bond may not pass and feels that people are feeling taxed to death we may need to move on without it.

Facilitator Sue Dicile asked the other members of the council if they thought that it was the wrong time to go after a bond.

Councilor Michelle Dodge said she was not sure; she could afford it but was not sure if other people could but thinks we should try for the bond.

Councilor Tyler Thomas said he thinks we should try for the bond and have a plan if it fails.

Councilor Robert Prinslow does not think we should try for the bond, he would like to see the City Council look at other ways to offset the expenses, such as how do we attract more business's, small and large, and that is where we could get a bigger reward without going to the taxpayers.

Mayor Charles Rostocil said we may never save up enough with the existing revenue to be able to get the water system upgraded and said the tax base in the City is very small, so he feels that a bond would be the way to go.

Mayor Charles Rostocil said the timeline for a "Go", "No Go" on the bond could be Oct-Dec 2020, because then they will know what the Council will look like because of elections, and also the plans could be drawn up by then to know what the cost to the taxpayers will be.

Regarding the Street Repairs, City Councilor James Audritsh asked if we have a Gas Tax to help with Street Repair and if not, if that is an option to look at for Street Repairs only.

Mayor Charles Rostocil said that the gas prices are already high in town.

City Councilor James Audritsh said the Street and Sidewalk repairs are tangible things that the citizens can see where their money is going, and that it will show that their Council and Staff is working for them.

Mayor Charles Rostocil said that in the January – March 2021 time frame the City should revisit how to cost share with citizens on the sidewalk repairs, and the incentives that are given to Citizens for it.

Facilitator Sue Dicile asked Council and Staff where they want to be on the timeline by the end of this planning cycle.

Mayor Charles Rostocil said that is tough because we will not be able to get everything done so maybe what could be done between now and the end of the next planning cycle is to see if sidewalks could be put on the property that is owned by the City. He went on to say the streets and alleys by “B” street, the lots, could possibly be sold to help raise revenue for sidewalk repairs.

E) Establish anticipated milestones

The final strategic priorities identified are:

Complete preparation on the construction bid for a water system upgrade, exploring putting a bond on the ballot to fund.

Inventory needs for street and sidewalk repair, determine incentives and budget, and begin work based on budget and incentives.

Complete the City Hall renovations by the end of 2020.

Complete G Street Project by the end of 2020.

Complete the 5th street paving and sidewalks by the end of 2020.

Reach out to the MWCOG by the end of 2020 to help determine opportunities for new funding such as grants and help for grant writing.

Identifying available properties and determine costs for an Eastside Park by the end 2020.

Council to start discussions October – December 2020 regarding the 3rd Street revitalization, then Coordinate with MWCOG in January – March 2021.

Work on more Community outreach and involvement utilizing the parks.

INTENTIONS FOR THE CITY OF HUBBARD STAFF-COUNCIL TEAM

A) Take inventory of issues that may be inhibitors to a collaborative environment at City of Hubbard.

This will be addressed next session.

B) Consider opportunities or agreements for working effectively and collegially as a team.

This will be addressed at the next session.

REFLECTIONS ON THE SESSION.

Priorities were identified and timelines were set for the goals that Council wanted to achieve.

NEXT STEPS.

Facilitator Sue Dicile said she wanted to talk to Council and Staff about working together as a team but did not want to have that conversation in the little bit of time that was left, so she offered to come back for that.

SESSION CLOSING.

It was decided that Facilitator Sue Dicile would come to the next City Council Meeting July 14, 2020, to finish this workshop. The time for the workshop will be 7:00 p.m. – 8:00 p.m.

ADJOURNMENT - (NEXT REGULAR CITY COUNCIL MEETING IS JULY 14, 2020, AT 7:00 P.M.) MSA/City Councilor James Audritsh/City Councilor Robert Prinslow motioned to adjourn the meeting. City Councilor Robert Prinslow, City Councilor Tyler Thomas, City Councilor Michelle Dodge, City Council President James Audritsh and Mayor Charles Rostocil were in favor. Meeting adjourned at 6:57 p.m.

ATTEST:

Charles Rostocil, Mayor

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

Julie Hedden
Administrative Assistant / Court Clerk
Transcribing

Check Number	Check Issue Date	Name	Description	Amount
10349	07/01/20	League Of Oregon Cities	League of OR Cities Membership	2,911.71
10350	07/16/20	SAIF Corporation	Workers Compensation	.00 V
10351	07/14/20	BlackPoint IT Services Inc	IT Services	486.00
10352	07/14/20	Canby Rental & Equip, Inc	Equipment Maint/Supplies	174.34
10353	07/14/20	Caselle Inc	Contracted Support	1,963.00
10354	07/14/20	CIS	CIS Property Liability Insurance	53,848.71
10355	07/14/20	Civil West Engineering Services Inc	Engineering Services	2,963.50
10356	07/14/20	Complete Wireless Solutions	Equipment Maint/Supplies	93.75
10357	07/14/20	DATAVISION	Phone/Internet	807.94
10358	07/14/20	Fisher's Supply	Equipment Maint/Supplies	876.34
10359	07/14/20	Forecast 5 Analytics Inc	Annual License Agreement	5,000.00
10360	07/14/20	GW Hardware Center	Supplies	17.45
10361	07/14/20	Hattenhauer Energy Co LLC	Fuel	133.12
10362	07/14/20	HD Fowler Company	Supplies	2,218.39
10363	07/14/20	Hubbard Chevrolet, Inc.	Equipment Maint/Supplies	1,376.84
10364	07/14/20	Kustom Signals Inc	Key	26.00
10365	07/14/20	Language Line Services	Interpreter Services	111.15
10366	07/14/20	Marion County Treasury Dept	Municipal Court Payments	5,345.46
10367	07/14/20	Metcom 9-1-1	Dispatch Services	23,941.72
10368	07/14/20	Mid-Willamette Valley	Economic Development Fee	2,009.00
10369	07/14/20	Moe A. Brown, P.C.	Legal Services	280.00
10370	07/14/20	Net Assets Corporation	Lien Searches	132.00
10371	07/14/20	NW Natural Gas	Utilities 454238-7	46.95
10372	07/14/20	Office Depot	Supplies	345.39
10373	07/14/20	One Call Concepts, Inc.	Regular Tickets	25.20
10374	07/14/20	Oregon Dept of Revenue	Municipal Court Payments	1,113.00
10375	07/14/20	PGE- Portland General Electric	Utilities	12,143.19
10376	07/14/20	Profectus, INC.	Janitorial Services	471.78
10377	07/14/20	Republic Services	Utilities	535.47
10378	07/14/20	Smith-Wagar Brucker Consulting	Consultant Services	57.50
10379	07/14/20	Thommen, Grant	Boot Reimb	139.99
10380	07/14/20	TransUnion Risk	Background Check Service	50.00
10381	07/14/20	Verizon Wireless	Cell Phone 672419126-00001	533.36
10382	07/14/20	Waste Connections	Shredding Service	41.78
10383	07/14/20	Waterlab Corporation	Routine Lab Tests	360.00
10384	07/14/20	WEX Bank	Fuel	2,060.53
10385	07/16/20	SAIF Corporation	Workers Compensation	13,855.48
10386	07/23/20	American Extermination Plus	Extermination	102.00
10387	07/23/20	BlackPoint IT Services Inc	IT Services	383.99
10388	07/23/20	Calvdio, Felix Ramos	Refund Docket# 51022 Receipt 1.010239	46.00
10389	07/23/20	Cascade Columbia Distribution	Supplies	300.60
10390	07/23/20	CDW Government, Inc.	Equip/Maint Supplies	551.88
10391	07/23/20	CIT	Water	216.07
10392	07/23/20	Civil West Engineering Services Inc	Engineering Services	4,206.00
10393	07/23/20	David Garber Construction, Inc.	Program & Grant Expenses	300.00
10394	07/23/20	ELAN Corporate Payment Systems	EEquip Maint / Supplies	1,527.21
10395	07/23/20	Fisher's Supply	Equip maint/supplies	241.27
10396	07/23/20	Hattenhauer Energy Co LLC	Equip maint/supplies	14.50
10397	07/23/20	Hubbard Chevrolet, Inc.	Equipment Maint/Supplies	610.00
10398	07/23/20	Long Bros. Bldg Supply	Equip Maint/Supplies	107.13
10399	07/23/20	Mid-Willamette Valley	Land Use Services	4,174.75
10400	07/23/20	Office Depot	Supplies	48.24
10401	07/23/20	Power Systems West, Oregon	Equip Maint	554.96
10402	07/23/20	Rain	Membership	662.62
10403	07/23/20	Ritz Safety LLC	Supplies	186.72
10404	07/23/20	State of Oregon-Employment Dept	Christensen, A	2,657.88
10405	07/23/20	Traffic Safety Supply Co. Inc.	Program & Grant Expenses	672.35
10406	07/23/20	Verizon Wireless	Verizon PW Bill 864287314-00001	241.32
10407	07/23/20	Walmart Community	Equip/Supplies	26.29

Check Number	Check Issue Date	Name	Description	Amount
10408	07/23/20	Walter E. Nelson Co	Building Maint/Supplies	147.80
10410	07/30/20	Beery Elsner & Hammond, LLP	Legal Services	3,253.11
10411	07/30/20	BlackPoint IT Services Inc	Admin computer	1,852.07
10412	07/30/20	Furrow Pump	Equip Maint/Supplies	1,827.00
10413	07/30/20	HD Fowler Company	Supplies	879.50
10414	07/30/20	Pacific Office Automation	Copier Lease/Copies	242.26
Grand Totals:				<u>162,529.56</u>