

## Lowell City Council Meeting Agenda

City Hall, 107 East 3rd Street

Tuesday, July 17, 2018 at 7:00 P.M.

**\*Please silence your cell phones as a courtesy to everyone\***

### **Call to Order/Roll Call/Pledge**

Councilors: Mayor Bennett \_\_\_\_ Burford \_\_\_\_ Osgood \_\_\_\_ Angelini \_\_\_\_ Harris \_\_\_\_

### **Approval of Agenda**

**Consent Agenda:** Council members may request an item be removed from the Consent Agenda to be discussed as the first business item of the meeting.

City Council Minutes for June 19, 2018

City Council Work Session Minutes for July 3, 2018

Voucher Directory for July 17, 2018

**Public Comments:** Speakers will be limited to three (3) minutes. The Council may ask questions, but will not engage in discussion or make decisions based on public comment at this time. The Mayor may direct the City Administrator to follow up on comments received. When called, please state your name and address for the record. Direct all comments to the Council through the Mayor.

### **Council Comments (three minutes per speaker)**

All speakers are expected to be polite, courteous, and respectful when making their comments. Personal attacks, insults, profanity, and inflammatory comments will not be permitted.

### **Reports of the City Administrator:**

City Administrator Report

Quarterly Financial Report

Police Report

Public Works Report

Draft Committee Minutes

**Business Meeting:** Items Removed from Consent Agenda

**Old Business:** None

### **New Business:**

1. Public Works Truck Replacement – Discussion/Possible Action
2. LCOG Contract for Attorney Services – Discussion/Possible Action
3. League of Oregon Cities Legislative Priority Ballot – Discussion/Possible Action
4. Resolution 702 – Special City Allotment Grant – Discussion/Possible Action

### **Other Business**

### **Mayor Comments**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Joyce Donnell at 541-937-2157.

**Community Comments: Limited to two (2) minutes if prior to 9:30 PM**

**Adjourn**

**Future Meetings / Dates to Remember:**

07/27-29/18 Blackberry Jam Festival  
08-01-18 Planning Commission Meeting – 7 PM at City Hall  
08-06-18 Economic Development Committee Meeting – 7 PM at City Hall  
08-07-18 City Council Work Session – 7 PM at City Hall  
08-14-18 Blackberry Jam Festival Committee Meeting – 7 PM at City Hall  
08-14-18 Lowell Fire District Board Meeting – 7 PM at Fire Station  
08-16-18 Parks and Recreation Committee Meeting – 6 PM at City Hall  
08-20-18 Lowell School District Board Meeting – 7 PM at PDC in Lundy Elementary  
08-21-18 City Council Regular Meeting – 7 PM at City Hall

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**AGENDA ITEM SUMMARY**

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**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** July 13, 2018  
**SUBJECT:** Consent Agenda

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

**SUMMARY:**

The Consent Agenda for the July 17, 2018 City Council meeting includes the minutes for the City Council Meeting on June 19, 2018 and Work Session on July 3, 2018, and the Voucher Directory for July 17, 2018.

**FISCAL IMPACT:**

1. City Council Meeting Minutes – June 19, 2018 – No fiscal impact.
2. City Council Work Session Minutes – July 3, 2018 – No fiscal impact.
3. Voucher Directory – July 17, 2018 – Includes expenditures approved during the annual budget process.

**COURSES OF ACTION:**

1. Motion to approve the consent agenda as presented.
2. Motion to remove an item from the consent agenda and place on the Business Meeting for additional review, discussion or amendment.

**RECOMMENDATION:**

Motion to approve the consent agenda as presented.

**ATTACHMENTS:**

1. City Council Meeting Minutes – June 19, 2018
2. City Council Work Session Minutes – July 3, 2018
3. Voucher Directory – July 17, 2018

**City of Lowell, Oregon**  
**Minutes of the City Council Regular Session**  
**June 19, 2018**

The Regular Session was called to order at 7:03 PM by Mayor Bennett.

**Members Present:** Mayor Don Bennett, Maggie Osgood, Gail Harris

**Members Absent:** Jim Burford, Patricia Angelini

**Consent Agenda: Councilor Osgood move to approve consent agenda, second by Councilor Harris. PASS 3:0**

**Presentations, Proclamations, and Awards:**

- **Yard of the Month Award** – Mayor Bennett awarded Monica Thompson of 92 Wetleau Drive, with May's Yard of the Month Award.

**Public Comments:** None

**Council Comments:** None

**City Administrators Report:** CA Cobb reported on the following topics: Housing Workshop in Cottage Grove, City Council Candidate Packets are available for Positions 1 & 4, Project Updates: Downtown Master Plan, Parks and Recreation Master Plan, Financial Software, Municipal Code and Irrigation System, and League of Oregon Cities Highlights.

**Financial Report:** May Financial Report provided in packet.

**Police Report:** May report provided in packet.

**Public Works Report:** Max Baker, Public Works Director reported the algae monitoring has begun, pull-out at Rolling Rock was graded and new rock was added, water leak repair at 40 S Alder Street, Annual Water Report will be in this month's water bill cycle, and 8 new water meters have been installed.

**Draft Committee Minutes:** Minutes for Blackberry Jam Festival Committee, Parks & Recreation Committee, Economic Development Committee and Downtown Master Plan Committee provided in packet.

**Old Business:** None

**New Business:**

- **Financial Services Contract with Layli A. Nichols** – CA presented a new contract with a 5% increase for FY 2018-19. **Councilor Harris moved to award the financial services contract to Layli A. Nichols, as submitted, second by Councilor Osgood. PASS 3:0**
- **Police Services Contract with the City of Oakridge** – CA presented new contract with a 5% increase. **Mayor Bennett move to approve the 2018-19 contract for law enforcement services with the City of Oakridge, second by Councilor Harris. PASS 3:0**
- **Animal Control Contract with the Lane County Animal Services** – CA presented animal control service contract for enhanced services of a trained officer to respond to priority incidents, such as animal bites, and animals endangering public safety. **Mayor Bennett**

**move to approve the Intergovernmental Agreement for Lane County Animal Services Enforcement Services, as presented, second by Councilor Harris. PASS 3:0**

- **Resolution 701 – Annual Employee Compensation Adjustments** – CA presented Resolution for Employee Compensation, and new pay scale. **Councilor Harris move to approve Resolution 701: A Resolution Making Employee Compensation Adjustments for Fiscal Year 2018-19, as presented, second by Councilor Osgood. PASS 3:0**
- **Committee Appointments** – CA requested to table this topic, no applications to present. There remains an opening on the Parks & Rec. Master Plan Steering Committee, and upcoming vacancy on the Parks & Rec. Committee. **Mayor Bennett move to table the Committee Appointments until next meeting, second by Councilor Harris. PASS 3:0**

**Other Business:**

- **Audit Engagement Letter** – CA presented an Audit Engagement Letter from Emerald CPA Group, LLP. Contract is expiring, and CA recommends to continue with current auditor. **Mayor Bennett move to approve the audit contract with Emerald CPA Group for FY 2018 -2019 for \$13,000 per year, second by Councilor Harris. PASS 3:0**
- **Mortier Ang Engineers** – CA presented a bill from Mortier Ang Engineers in regards to the litigation, and recommends that Mortier Ang Engineers serve as a consultant in the litigation with Hatton Roofing and Heater Construction. **Councilor Osgood move to authorize Mortier Ang Engineers to serve as a consultant in the litigation against Hatton Roofing and Heater Construction, in an amount not to exceed \$10,000, second by Councilor Harris. PASS 3:0**

**Mayor Comments:** Reported on Lane ACT meeting.

**Community Comments:** Hall O'Regan 62 E 3<sup>rd</sup> St., asked: With the 5% increase in contract cost, would there be a 5% increase in the Oakridge Police Dept.'s presence? Mayor replied it will remain at 40 hours.

**Adjourn: 8:12 PM**

Approved: \_\_\_\_\_  
Don Bennett, Mayor

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_  
Jared Cobb, City Recorder

\_\_\_\_\_  
Date

**City of Lowell, Oregon**  
**Minutes of the City Council Work Session**  
**July 3, 2018**

The Work Session was called to order at 7:01 PM by Mayor Bennett.

**Members Present:** Mayor Don Bennett, Jim Burford, Maggie Osgood, Patricia Angelini, Gail Harris

**Staff Present:** Max Baker – Public Works Director

**Work Session Topic(s)**

1. **Update on Vehicle Replacement Plan** – CA presented information on a 2018 replacement vehicle for Public Works Dept.
2. **New Water Testing Regulations** – Max Baker, Public Works Director provided information on the new Cyanotoxin Monitoring Rules. Monitoring has been occurring here for the past two weeks, and results have come back negative. City of Lowell has worked with OHA and OSU since 2006 in testing the water for research purposes.
3. **Legislative Priority Ballot** – CA presented ballot from the League of Oregon Cities requesting input as the Board of Directors prepare to adopt the League’s 2019 legislative agenda. Council is to indicate the top and bottom four issues they would like to see the League focus on during the 2019 session. Issues found to be at the top were: Mental Health Investment, Third Party Building Inspection, and Waste Water Technical Assistance Program. The fourth issue will discussed at the next council meeting, along with the list of issues that the council feel as least important.

Councilor Osgood left the meeting at 8:30 PM

4. **Special City Allotment Grant Application** - CA reported that Max, City Engineer, himself and a Consultant walked every road in town and the roads in front of the school and park were in the worst shape. There is an excellent chance of getting some funding from the Small City Allotment Program for road improvements.
5. **Parks and Downtown Survey** – CA presented the survey developed by U of O IPRE, that will be mailed out to every resident, and requests they be completed by July 27, 2018. Survey may be completed online or returned to City Hall. Participants may enter a raffle drawing for a chance to win a \$25 gift certificate from a local business.
6. **Update of System Development Charges** – CA reported that Portland Consumer Pricing Index has been discontinued, he will work on finding someone to assist with updating charges.

**Other:** CA reported upcoming events: Boat Races July 13-15<sup>th</sup>, Cycle Oregon will be coming through Lowell on July 15<sup>th</sup> between 9-12 noon, approximately 700 -800 riders, Summer Reading Program is happening on Tuesday’s 12:30 – 2 PM at Lundy School, Dexter Lake Farmers Market is going on every Sunday’s in Rolling Rock Park from 12 noon to 4 PM, and the Blackberry Jam Festival will be July 27 – 29<sup>th</sup>.

**Adjourn: 8:51 PM**

Approved: \_\_\_\_\_

Don Bennett, Mayor

Date

Attest:

\_\_\_\_\_  
Jared Cobb, City Recorder

\_\_\_\_\_  
Date

DRAFT



# Voucher Directory

Fiscal : 2018-2019 - July 2018  
Council Date : All

Vendor	Number	Reference	Account Number	Description	Amount
<b>APWA Oregon Chapter</b>					
	<b>14859</b>			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - Leadership Training Max Baker</b>			
			030-100-6140	Travel & Training	\$325.00
			040-100-6140	Travel & Training	\$325.00
		<b>Total Invoice - Leadership Training Max Baker</b>			<b>\$650.00</b>
	<b>Total 14859</b>				<b>\$650.00</b>
<b>Total APWA Oregon Chapter</b>					<b>\$650.00</b>
<b>Burford, Jim</b>					
	<b>1625</b>			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - Car Port purchase</b>			
			014-100-6852	Car Show Exp	\$100.00
		<b>Total Invoice - Car Port purchase</b>			<b>\$100.00</b>
	<b>Total 1625</b>				<b>\$100.00</b>
<b>Total Burford, Jim</b>					<b>\$100.00</b>
<b>CIS Trust</b>					
	<b>14846</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - LOW-W2018-00</b>			
			010-100-5320	Worker's Comp	\$120.00
			010-120-5320	Worker's Comp	\$211.34
			010-140-5320	Worker's Comp	\$3.28
			010-150-5320	Worker's Comp	\$8.80
			010-160-5320	Worker's Comp	\$42.80
			010-180-5320	Worker's Comp	\$2.03
			012-100-5320	Worker's Comp	\$241.40
			030-100-5320	Worker's Comp	\$718.39
			040-100-5320	Worker's Comp	\$718.38
		<b>Total Invoice - LOW-W2018-00</b>			<b>\$2,066.42</b>
	<b>Total 14846</b>				<b>\$2,066.42</b>
	<b>14858</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - LOW-I2018-00</b>			
			010-100-6110	Insurance And Bonds	\$5,643.02
			012-100-6110	Insurance And Bonds	\$1,881.00
			030-100-6110	Insurance And Bonds	\$5,643.03



Vendor	Number	Reference	Account Number	Description	Amount
			040-100-6110	Insurance And Bonds	\$5,643.03
		<b>Total Invoice - LOW-I2018-00</b>			<b>\$18,810.08</b>
	<b>Total 14858</b>				<b>\$18,810.08</b>
<b>Total CIS Trust</b>					<b>\$20,876.50</b>
<b>City of Lowell</b>					
	<b>14847</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 7/3/2018 4:06:29 PM</b>			
			010-100-6420	Water Services	\$21.43
			010-100-6425	Sewer Services	\$42.60
			010-120-6420	Water Services	\$63.38
			010-120-6425	Sewer Services	\$113.62
			010-150-6420	Water Services	\$7.14
			010-150-6425	Sewer Services	\$14.21
			030-100-6420	Water Services	\$40.12
			030-100-6425	Sewer Services	\$56.81
			040-100-6420	Water Services	\$733.81
			040-100-6425	Sewer Services	\$511.29
		<b>Total Invoice - 7/3/2018 4:06:29 PM</b>			<b>\$1,604.41</b>
	<b>Total 14847</b>				<b>\$1,604.41</b>
	<b>14860</b>			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - 12272017</b>			
			010-025-4852	Miscellaneous Revenue	\$5.00
		<b>Total Invoice - 12272017</b>			<b>\$5.00</b>
	<b>Total 14860</b>				<b>\$5.00</b>
<b>Total City of Lowell</b>					<b>\$1,609.41</b>
<b>City of Oakridge</b>					
	<b>1597</b>			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - Qtr 4 FY 17-18</b>			
			010-180-6028	Other Contract Services	\$149.67
		<b>Total Invoice - Qtr 4 FY 17-18</b>			<b>\$149.67</b>
	<b>Total 1597</b>				<b>\$149.67</b>
<b>Total City of Oakridge</b>					<b>\$149.67</b>

Vendor	Number	Reference	Account Number	Description	Amount
<b>Civil West Engineering</b>					
	<b>14861</b>			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - 2101.014.001</b>			
			012-100-6016	Engineering Services	\$2,457.50
		<b>Total Invoice - 2101.014.001</b>			<b>\$2,457.50</b>
	<b>Total 14861</b>				<b>\$2,457.50</b>
<b>Total Civil West Engineering</b>					<b>\$2,457.50</b>
<b>DCBS-Fiscal Services</b>					
	<b>14862</b>			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - April, May, June 2018</b>			
			010-140-6524	Building Permit Costs	\$694.44
			010-140-6525	Electrical Permit Costs	\$118.92
		<b>Total Invoice - April, May, June 2018</b>			<b>\$813.36</b>
	<b>Total 14862</b>				<b>\$813.36</b>
<b>Total DCBS-Fiscal Services</b>					<b>\$813.36</b>
<b>Gorman, Ron</b>					
	<b>1626</b>			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - 5430</b>			
			014-100-6852	Car Show Exp	\$1,951.25
		<b>Total Invoice - 5430</b>			<b>\$1,951.25</b>
	<b>Total 1626</b>				<b>\$1,951.25</b>
<b>Total Gorman, Ron</b>					<b>\$1,951.25</b>
<b>Lane Council of Governments</b>					
	<b>14848</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 25011481</b>			
			010-100-6012	Legal Services	\$459.41
		<b>Total Invoice - 25011481</b>			<b>\$459.41</b>
	<b>Total 14848</b>				<b>\$459.41</b>
<b>Total Lane Council of Governments</b>					<b>\$459.41</b>
<b>Lane Electric Cooperative</b>					
	<b>14849</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 7/3/2018 4:16:01 PM</b>			
			010-100-6430	Electricity Services	\$130.00
			010-120-6430	Electricity Services	\$46.77
			010-150-6430	Electricity Services	\$43.33
			010-170-6226	Covered Bridge Maintenance	\$61.33
			012-100-6430	Electricity Services	\$1,264.33
			030-100-6430	Electricity Services	\$1,336.02

Vendor	Number	Reference	Account Number	Description	Amount
			040-100-6430	Electricity Services	\$2,553.81
		<b>Total Invoice - 7/3/2018 4:16:01 PM</b>			<b>\$5,435.59</b>
	<b>Total 14849</b>				<b>\$5,435.59</b>
<b>Total Lane Electric Cooperative</b>					
<b>League of Oregon Cities</b>					
	14863			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - 2018-200299</b>			
			010-100-6120	Publications, Printing & Dues	\$897.73
			010-100-6514	League of Oregon Cities(LOC)	\$0.00
		<b>Total Invoice - 2018-200299</b>			<b>\$897.73</b>
	<b>Total 14863</b>				<b>\$897.73</b>
<b>Total League of Oregon Cities</b>					
<b>LiftOff LLC</b>					
	14850			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 7/3/2018 4:12:40 PM</b>			
			010-100-6022	IT Services	\$367.50
			010-150-6022	IT Services	\$367.50
			030-100-6022	IT Services	\$367.50
			040-100-6022	IT Services	\$367.50
		<b>Total Invoice - 7/3/2018 4:12:40 PM</b>			<b>\$1,470.00</b>
	<b>Total 14850</b>				<b>\$1,470.00</b>
<b>Total LiftOff LLC</b>					
<b>Midvalley Screen Print and Embroider, LLC</b>					
	1627			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - 18762</b>			
			014-100-6190	Miscellaneous Exp	\$369.94
		<b>Total Invoice - 18762</b>			<b>\$369.94</b>
	<b>Total 1627</b>				<b>\$369.94</b>
<b>Total Midvalley Screen Print and Embroider, LLC</b>					
<b>Nichols Layli</b>					
	14864			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - June30, 2018</b>			
			010-100-6014	Financial Services	\$198.25
			012-100-6014	Financial Services	\$66.08
			030-100-6014	Financial Services	\$198.25

Vendor	Number	Reference	Account Number	Description	Amount
			040-100-6014	Financial Services	\$198.25
		<b>Total Invoice - June30, 2018</b>			<b>\$660.83</b>
	<b>Total 14864</b>				<b>\$660.83</b>
<b>Total Nichols Layli</b>					<b>\$660.83</b>
<b>Northwest Code Professionals</b>					
	<b>14851</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 20251</b>			
			010-140-6524	Building Permit Costs	\$3,197.89
			010-140-6525	Electrical Permit Costs	\$371.25
		<b>Total Invoice - 20251</b>			<b>\$3,569.14</b>
	<b>Total 14851</b>				<b>\$3,569.14</b>
<b>Total Northwest Code Professionals</b>					<b>\$3,569.14</b>
<b>Oregon Dept.of Revenue</b>					
	<b>1598</b>			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - June 30 2018</b>			
			010-180-6560	State Assessments	\$45.00
		<b>Total Invoice - June 30 2018</b>			<b>\$45.00</b>
	<b>Total 1598</b>				<b>\$45.00</b>
<b>Total Oregon Dept.of Revenue</b>					<b>\$45.00</b>
<b>Oregon Travel Experience</b>					
	<b>14852</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 92369</b>			
			010-170-6124	Marketing	\$20.00
		<b>Total Invoice - 92369</b>			<b>\$20.00</b>
	<b>Total 14852</b>				<b>\$20.00</b>
<b>Total Oregon Travel Experience</b>					<b>\$20.00</b>
<b>Osgood, Maggie</b>					
	<b>14853</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - SRP 1</b>			
			010-150-6530	Summer Reading Program	\$44.58
		<b>Total Invoice - SRP 1</b>			<b>\$44.58</b>
	<b>Total 14853</b>				<b>\$44.58</b>

Vendor	Number	Reference	Account Number	Description	Amount
	14865			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - 7/10/2018 SRP</b>			
			010-150-6530	Summer Reading Program	\$34.00
		<b>Total Invoice - 7/10/2018 SRP</b>			<b>\$34.00</b>
	<b>Total 14865</b>				<b>\$34.00</b>
<b>Total Osgood, Maggie</b>					<b>\$78.58</b>
<b>Pitney Bowes Global Financial Services LLC</b>					
	14866			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - 3306575158</b>			
			010-100-6028	Other Contract Services	\$33.12
			030-100-6028	Other Contract Services	\$66.24
			040-100-6028	Other Contract Services	\$66.24
		<b>Total Invoice - 3306575158</b>			<b>\$165.60</b>
	<b>Total 14866</b>				<b>\$165.60</b>
<b>Total Pitney Bowes Global Financial Services LLC</b>					<b>\$165.60</b>
<b>Renewable Resource Group Inc.</b>					
	14867			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - 104979, 105007, 105008, 104980, 105085</b>			
			030-100-6722	Water/Sewer Analysis	\$228.60
			040-100-6722	Water/Sewer Analysis	\$250.20
		<b>Total Invoice - 104979, 105007, 105008, 104980, 105085</b>			<b>\$478.80</b>
	<b>Total 14867</b>				<b>\$478.80</b>
<b>Total Renewable Resource Group Inc.</b>					<b>\$478.80</b>
<b>Sanders, Steve</b>					
	14868			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - 7/10/2018 12:20:17 PM</b>			
			030-000-2020	Utility Deposits	\$71.63
		<b>Total Invoice - 7/10/2018 12:20:17 PM</b>			<b>\$71.63</b>
	<b>Total 14868</b>				<b>\$71.63</b>
<b>Total Sanders, Steve</b>					<b>\$71.63</b>
<b>Sanders, Tim</b>					
	14869			<b>2018-2019 - July 2018 - 2nd Council</b>	
		<b>Invoice - 46</b>			
			030-100-6028	Other Contract Services	\$300.00
			040-100-6028	Other Contract Services	\$300.00
		<b>Total Invoice - 46</b>			<b>\$600.00</b>
	<b>Total 14869</b>				<b>\$600.00</b>
<b>Total Sanders, Tim</b>					<b>\$600.00</b>

Vendor	Number	Reference	Account Number	Description	Amount
<b>SaniPac</b>					
	<b>14854</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 2921391</b>			
			010-100-6445	Refuse Services	\$7.14
			010-120-6445	Refuse Services	\$21.42
			010-150-6445	Refuse Services	\$7.14
			030-100-6445	Refuse Services	\$17.85
			040-100-6445	Refuse Services	\$17.85
		<b>Total Invoice - 2921391</b>			<b>\$71.40</b>
	<b>Total 14854</b>				<b>\$71.40</b>
<b>Total SaniPac</b>					<b>\$71.40</b>
<b>Sign Pro Eugene</b>					
	<b>1624</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 21195-1</b>			
			014-100-6190	Miscellaneous Exp	\$140.00
		<b>Total Invoice - 21195-1</b>			<b>\$140.00</b>
	<b>Total 1624</b>				<b>\$140.00</b>
	<b>14855</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 21195</b>			
			010-120-6190	Miscellaneous Expenses	\$140.00
		<b>Total Invoice - 21195</b>			<b>\$140.00</b>
	<b>Total 14855</b>				<b>\$140.00</b>
<b>Total Sign Pro Eugene</b>					<b>\$280.00</b>
<b>Verizon Wireless</b>					
	<b>14856</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 9809581748</b>			
			010-100-6440	Telephone Services	\$62.48
			030-100-6440	Telephone Services	\$62.48
			040-100-6440	Telephone Services	\$62.48
		<b>Total Invoice - 9809581748</b>			<b>\$187.44</b>
	<b>Total 14856</b>				<b>\$187.44</b>
<b>Total Verizon Wireless</b>					<b>\$187.44</b>
<b>Vision Municipal Solutions</b>					
	<b>14857</b>			<b>2018-2019 - July 2018 - 1st Council</b>	
		<b>Invoice - 09-6274</b>			
			010-100-6022	IT Services	\$139.61
			012-100-6022	IT Services	\$46.53
			030-100-6022	IT Services	\$139.61

Vendor	Number	Reference	Account Number	Description	Amount
			040-100-6022	IT Services	\$139.61
		<b>Total Invoice - 09-6274</b>			<b>\$465.36</b>
	<b>Total 14857</b>				<b>\$465.36</b>
<b>Total Vision Municipal Solutions</b>					<b>\$465.36</b>
<b>Grand Total</b>		<b>Vendor Count</b>	<b>26</b>		<b>\$43,934.14</b>

**AGENDA ITEM SUMMARY**

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**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** July 13, 2018  
**SUBJECT:** City Administrator Report

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

**SUMMARY:**

The attached City Administrator Report is for the period of June 16 – July 13. The report covers the following topics: LOC Conference Registration, Railroad ROW, Housing Grant, Blackberry Jam Booth, Project Updates, and League of Oregon Cities Highlights.

**FISCAL IMPACT:**

N/A

**COURSES OF ACTION:**

This item is presented for purposes of review and discussion.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. City Administrator Report
2. Preliminary Conference Program





**City Administrator's Office**  
P.O. Box 490 Lowell, OR 97452  
Phone: 541-937-2157  
Email: [jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)

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**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** July 13, 2018  
**SUBJECT:** City Administrator Report

#### **LOC Conference Registration**

The 93rd Annual Conference is scheduled for September 27-29 at the Hilton Eugene. The conference provides many great training opportunities for elected officials and staff. A copy of the conference brochure is attached. Please let me know if you are interest in attending and we will get you registered.

#### **Railroad ROW**

As discussed previously, staff has received several concerns about the potential fire hazard of the City owned former railroad ROW below the Sunridge development. A plan to reduce the hazard was discussed with the Parks and Recreation Committee on July 12. Staff has started to remove the blackberries and brush, and we plan to continue over the next several weeks as time allows. I have also reached out to the Oregon Department of Forestry and U.S. Forest Service for technical assistance to develop a plan for thinning the tree stand.

#### **Housing Grant**

The City submitted a Housing Planning Assistance application last month for a Housing Needs Analysis. As anticipated, the Department of Land Conservation and Development received many applications and the City did not receive an award. We will continue to look for other opportunities to develop a Housing Needs Analysis and update our residential buildable lands inventory.

#### **Blackberry Jam Booth**

Public engagement is critical for the success of any City plan or project. The consultants working on the Parks and Recreation Master Plan and the Downtown Master Plan decided that a booth at the BBJ Festival would present a great opportunity to solicit public input. On Saturday, July 28, the City will have a booth staffed by myself, both consultants, and steering committee members. Interested residents are encouraged to stop by, learn, and provide feedback on these projects. The booth will be located next to the BBJ Festival Information Booth.

## **Project Updates**

- *Downtown Master Plan* – The second steering committee meeting will be held on Monday, July 16. The agenda is as follows:
  - Review and Feedback on Technical Memoranda 1 and 2 (existing conditions)
  - Update on Parks and Downtown Plan Combined Survey
  - BBJ Festival Booth Strategies and Steering Committee Support
  - Guidance and Suggestions for Stakeholder Interviews and Public Meeting
- *Parks and Recreation Master Plan* – The first steering committee meeting was held on Thursday, July 12. The Committee received an overview of the project, discussed opportunities and challenges of the parks system, and reviewed opportunities for public engagement, including the community survey, workshops, and stakeholder interviews.
- *Financial Software* – On June 29 staff had a conference call with Caselle to discuss implementation. Staff stressed the importance of being able to convert the general ledger to Caselle as soon as possible to aid in the process of preparing for the annual audit. They are pushing for a September date to convert the general ledger.
- *Street Preservation and Maintenance Plan* – The planning process is underway. Staff conducted a walking tour of City streets in June with Civil West Engineering and their subconsultant, Carlson Testing, Inc. The purpose was to familiarize the consultants with the overall condition of city streets. Carlson will conduct testing and coring of several streets to identify subsurface conditions and needed repairs.
- *Irrigation Systems* – The project to repair the irrigation system in Paul Fisher Park requires a minimum of three quotes. Specifications were prepared and distributed to four contractors over month and a half ago. No responses were received, so staff distributed specifications to five additional contractors and two have expressed interest in the project and plan to submit quotes.

## **League of Oregon Cities Highlights**

*Safe Routes to School Program Rules Approved* – The Oregon Transportation Commission has approved rules implementing the Safe Routes to Schools Infrastructure Grant Program funded by HB 2017, the \$5.4 billion transportation package enacted by the Legislature last year. This program will fund projects to make it safer for kids to walk and bike to school, with the first call for applications planned for July 23.

*PSU Survey Seeks Cities' Fair Share of Population-Based Revenues* – On July 5, the Population Research Center (PRC) at Portland State University – emailed each city in Oregon its “Annual Housing Unit and Population Survey,” which is designed to collect the data needed for the PRC to accurately estimate a city’s population. The League encourages all cities to complete the questionnaire to ensure an accurate population estimate. The deadline to submit the survey is August 5.

As the League reported in February’s Local Focus magazine, these estimates are used to govern the per capita state shared revenues for cities. For 2018-2019, the per capita total is more than \$100, including revenues from liquor and cigarette taxes, 9-1-1 taxes, highway trust funds, and marijuana taxes.

Additionally, the survey will ask for information about the number and types of housing units that were added to each city between July 1, 2017 and June 30, 2018. It will also ask about housing units that are no longer used due to demolition, conversion to non-residential use, condemnation, or destruction. Finally, the survey will ask cities to update their group quarters inventory.



# 93<sup>RD</sup> ANNUAL CONFERENCE

## Preliminary Conference Program

*Topics & times subject to change*

### Thursday, September 27

7:30 a.m.	<b>Registration and Trade Show Opens</b>
8:30 a.m. - 12:00 p.m.	<b>Mayors Business Meeting &amp; Workshop</b>
8:30 a.m. - 12:00 p.m.	<b>Managers Workshop &amp; Business Meeting</b>
9:00 a.m. - 12:00 p.m.	<b>Councilors Workshop</b>
9:00 a.m. - 12:00 p.m.	<b>Planning Directors Board Meeting</b>
9:00 a.m. - 5:00 p.m.	<b>Urban Renewal Seminar</b>
9:00 a.m. - 5:00 p.m.	<b>Housing Seminar</b>
12:00 p.m. - 1:00 p.m.	<b>Box lunches available for Mayors, Managers, Councilors Workshops &amp; City Tour participants</b>
1:00 p.m. - 4:30 p.m.	<b>City Tours</b>

- 
- Eugene – University of Oregon Autzen Stadium Tour
  - Springfield – Redevelopment of Glendwood
  - Eugene – 20x21 Murals
  - Eugene – Rest Stops/Opportunity Village

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#### 1:00 p.m. - 2:30 p.m. **Tentative Sessions**

City Fundamentals: Ethics Awareness – Understanding Your Legal Obligations

- Fostering an Inclusive and Diverse Community
- Are You Still Doing Annual Reviews of Your City Manager? And What to Do Instead
- Census 2020
- Leadership: Creating Cultural Shifts

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#### 1:00 p.m. - 5:00 p.m. **Planning Commissioner Training**

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#### 2:45 p.m. - 4:15 p.m. **Tentative Sessions**

- City Fundamentals: Public Meetings & Public Records – Duties Imposed Upon Public Officials
- Creating a Culture of Safety for Our Schools
- Trash Talk – Communicating the New Reality of Recycling
- Using the Community-Based Approach to Engage with Your Constituents
- Innovations: Workplaces of the Future
- PERS 101

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#### 4:30 p.m. - 6:30 p.m. **Welcome Reception with Trade Show**

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#### 4:30 p.m. - 6:30 p.m. **LOC Board Nominating Committee Meeting**

# Friday, September 28

- 7:00 a.m. - 8:45 a.m.      **Breakfast with Trade Show**
- 8:00 a.m. - 8:45 a.m.      **Small, Medium and Large Cities Networking**
- 8:00 a.m. - 2:00 p.m.      **U.S. Congressional Offices**
- 9:00 a.m. - 10:30 a.m.     **Opening Ceremonies & Keynote Speaker Jason Roberts**
- 10:30 a.m. - 12:20 p.m.    **Visit with State Agency Directors**
- 10:45 a.m. - 12:15 p.m.    **Tentative Sessions**
- 

- City Fundamentals: Municipal Budgeting – The Legal Requirements & Practical Applications
  - Property Tax 101
  - Transportation Technology: Emerging Technologies and the Impacts of Shared Mobility
  - What the Heck is a “Smart City?” – How Cities are Exploring a Connected City Future
  - Social Media 101
  - Forecasting: Balanced Budget in 2018, in the Red in 2025
- 

12:00 p.m. - 2:00 p.m.      **Lunch with Trade Show & Legislative Update**

1:00 p.m. - 4:30 p.m.      **City Tours**

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- Springfield – Economic Development Through Public Art
- Eugene – PeaceHealth Rides Bike Tour
- Riverfront Development/2021 IAFF World Championships
- Eugene – Community Justice Tour

2:15 p.m. - 3:45 p.m.      **Tentative Sessions**

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- City Fundamentals – Effective and Dynamic City Councils – Relationships Matter
  - Economic Development
  - Social Media in the Workplace
  - The Economics of Development Form: Value Mapping Across Oregon
  - Transportation Technology: Cities that think ahead stay ahead - Impacts of emerging technologies on cities
  - Protecting Your Community’s Drinking Water
- 

4:00 p.m. - 5:30 p.m.      **Tentative Sessions**

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- Tax Reform and Cost Containment
- Managing Disaster at the Local Level
- Harassment Claims are Here and Coming: Are you Prepared? **Presented by CIS (Citycounty Insurance Services)**
- Event Planning – Tools for making sustainable events a lasting feature in your community
- Water Infrastructure

5:45 p.m. - 6:45 p.m.      **CIS Reception and Safety Awards**

6:45 p.m. - 9:00 p.m.      **Awards Dinner**

# Saturday, September 29

- 7:30 a.m. - 9:45 a.m.      **Breakfast, Annual Membership Meeting & City Awards**
- 10:00 a.m. - 12:00 p.m.    **Homelessness Symposium Quick Fire Sessions**
- 12:00 p.m. - 2:00 p.m.    **Homelessness Symposium Round Table Lunch with City Leaders**

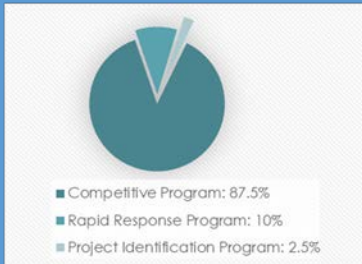
# Safe Routes to School Competitive Infrastructure Grant Program

Oregon Department of Transportation

2019-2020

## THREE PROGRAM OVERVIEW

\$10 million (\$15 million starting in 2023) Safe Routes to School Infrastructure funds are allocated annually to three programs:



- Competitive Grant Program: 87.5% of funds
- Rapid Response Grant Program: 10% of funds
- Project Identification Program: 2.5% of fund

This one-pager focuses on the Competitive Grant Program. For information about Rapid Response and Project Identification Programs, visit SRTS Program website.

## COMPETITIVE GRANT PROGRAM

### How much funding is available?

The 2019-20 Competitive Grant cycle will distribute \$16 million.

**Who can apply?** Cities, counties, ODOT, tribes, transit districts, and other road authorities may apply.

### What kind of projects are eligible?

Safety projects on the public road right of way, consistent with jurisdictional plans, supported by the school or school district, are within a one-mile radius of a Title I school (school with 40% or more low income students), and that positively affects the ability of children to walk and bicycle to school. Project examples include sidewalks, median refuge islands, rapid flashing beacons, etc.



**What is the match requirement?** 20% cash match is required. For more information visit the SRTS Program website.

## HOW TO APPLY

**Where and when can I apply?** All application materials can be found at <https://www.oregon.gov/ODOT/Programs/Pages/SRTS.aspx>.

**July 23, 2018: Solicitation begins**  
**August 31, 2018: Letter of Intent due**  
**October 15, 2018: Applications due; solicitation ends**

SRTS Program website: <https://www.oregon.gov/ODOT/Programs/Pages/SRTS.aspx>  
Contact: LeeAnne Ferguson, [leeanne.fergason@odot.state.or.us](mailto:leeanne.fergason@odot.state.or.us), 503-986-5805

## FUNDING FOR SAFE ROUTES TO SCHOOL

In the spring of 2017 House Bill 2017 passed in the Oregon State Legislature, dedicating \$10 million annually for Safe Routes to School infrastructure, increasing to \$15 million annually in 2023. **The purpose of the funding is to build projects within a one-mile radius of schools to make it safer and easier for students to walk and bicycle to school.**

Important facts:

- SRTS funds are available because of an increase in State Highway taxes and fees and are deposited into the Safe Routes to School Fund.
- There is a 40% cash match for the funds. Cash match can be **reduced to 20%** when the project is within a city of 5,000 people or fewer, or is **near a Title I school**, or is within a "Priority Safety Corridor."
- The Safe Routes to School Fund is guided by OAR 737-025.

## PROJECT SELECTION

### What kinds of projects will rise to the top for funding?

A competitive project will have some of the following criteria:

High Priority:

*High percentage of students receiving free/reduced lunch*

*High posted speed at project location*

*Two or more lanes at project location, or crossing distance greater than 30 feet*

*High average daily vehicles at project location*

*One or more school related crashes near project location*

Medium Priority:

*Affects elementary or middle school students*

*Ability for project to be completed in five years*

*Project proximity to the school*

*Project benefits multiple schools*

Low priority:

*Affected school has had past, has present, or planned complimentary education and encouragement programs*



**The Safe Routes to School Advisory Committee will make final project recommendations to the Oregon Transportation Commission.**

## PROJECT DELIVERY

- Grant Recipients will be reimbursed for project costs by ODOT.
- Monthly progress reports must be submitted by Grant Recipient.
- Projects must be completed within five years.
- Grant Recipient must begin to expend funds ASAP, at least by two years.
- Grant Recipients are highly encouraged to incorporate encouragement programs.
- Visit SRTS Program website for more details.

## PUBLIC ENGAGEMENT

All Safe Routes to School Advisory, Oregon Transportation Commission, and Oregon Bicycle and Pedestrian Advisory Committee meetings are open to the public with time allotted for public testimony. Applicants may submit letters of support for projects from committees like local Area Commissions on Transportation and community-based organizations.

SRTS Program website: <https://www.oregon.gov/ODOT/Programs/Pages/SRTS.aspx>

Contact: LeeAnne Ferguson, [leeanne.fergason@odot.state.or.us](mailto:leeanne.fergason@odot.state.or.us), 503-986-5805

AGENDA ITEM SUMMARY

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** July 13, 2018  
**SUBJECT:** Quarterly Financial Report

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

**SUMMARY:**

The Quarterly Financial Report for April – June is attached for your review.

**FISCAL IMPACT:**

All operating funds exceed the minimum unrestricted fund balance of 17% as established by Resolution 644. Revenues for the operating funds are at 80% of budgeted revenues, while expenditures are at 81% of budgeted expenditures (including transfers, excluding contingency and reserves).

**COURSES OF ACTION:**

This item is presented for purposes of review and discussion.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. Cash and Investment Activity Report
2. Revenue and Expenditure Report
3. Court Report
4. Employee Liabilities Report



**Cash Balance Report - FY 2018 through June 30**

As of July 10, 2018

Fund Description	Beginning Balance	Revenues	Expenditures	Surplus/ (Deficit)	Ending Balance	Operating Budget	Unrestricted Fund Balance
10 GENERAL FUND	\$184,077	\$279,521	(\$253,847)	\$25,673	\$209,750	\$280,352	75%
12 STREET FUND	\$126,877	\$73,670	(\$74,233)	(\$563)	\$126,314	\$79,003	160%
30 WATER FUND	\$151,833	\$316,516	(\$325,768)	(\$9,253)	\$142,580	\$331,553	43%
40 SEWER FUND	\$17,265	\$398,590	(\$293,571)	\$105,018	\$122,283	\$338,772	36%
14 BBJ FESTIVAL FUND	\$21,526	\$20,812	(\$23,035)	(\$2,223)	\$19,303		
17 SDC FUND	\$316,946	\$80,103	\$0	\$80,103	\$397,049		
20 WATER RESERVE FUND	\$11,814	\$3,938	\$0	\$3,938	\$15,752		
21 SEWER RESERVE FUND	\$5,095	\$1,575	\$0	\$1,575	\$6,670		
50 EQUIPMENT FUND	\$26,419	\$16,384	\$0	\$16,384	\$42,803		
55 DEBT RESERVE FUND	\$51,854	\$0	(\$23,460)	(\$23,460)	\$28,394		
	<b>\$913,706</b>	<b>\$1,191,108</b>	<b>(\$993,914)</b>	<b>\$197,193</b>	<b>\$1,110,899</b>		



# Revenue

Starting Account Number: 010-025-4012 Property Taxes - Current  
 Ending Account Number: 060-025-4930 Transfer from Water Fund  
 Period: 2017-2018 - June 2018  
 Printing: Full  
 Non Activity Accounts: Hide  
 Balance Records: Hide  
 Investment Records: Hide  
 Operation Totals: Hide

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>GENERAL FUND REVENUES</b>						
010-025-4012	Property Taxes - Current	\$0.00	\$134,913.70	\$133,941.00	100.73 %	(\$972.70)
010-025-4014	Property Taxes - Prior	\$0.00	\$2,148.90	\$2,140.00	100.42 %	(\$8.90)
010-025-4052	Interest Earned	\$0.00	\$3,067.72	\$522.00	587.69 %	(\$2,545.72)
010-025-4132	State Revenue Sharing	\$2,108.12	\$9,221.32	\$9,202.00	100.21 %	(\$19.32)
010-025-4134	Cigarette Tax	\$210.45	\$1,207.89	\$1,200.00	100.66 %	(\$7.89)
010-025-4136	Liquor Tax	\$1,569.47	\$17,188.47	\$16,055.00	107.06 %	(\$1,133.47)
010-025-4152	Tourism Grant	\$18.30	\$9,020.99	\$8,739.00	103.23 %	(\$281.99)
010-025-4154	Library Summer Reading Program Grant	\$0.00	\$1,000.00	\$1,000.00	100.00 %	\$0.00
010-025-4225	Loan Proceeds	\$0.00	\$0.00	\$50,000.00	0.00 %	\$50,000.00
010-025-4310	Cable Franchise Fees	\$0.00	\$2,187.99	\$1,400.00	156.29 %	(\$787.99)
010-025-4312	Electric Franchise Fees	\$0.00	\$47,774.81	\$44,026.00	108.51 %	(\$3,748.81)
010-025-4314	Garbage Franchise Fees	\$0.00	\$300.00	\$600.00	50.00 %	\$300.00
010-025-4316	Telecom Franchise Fees	\$0.00	\$2,457.63	\$2,500.00	98.31 %	\$42.37
010-025-4352	Land Use/ Development	\$0.00	\$868.00	\$4,000.00	21.70 %	\$3,132.00
010-025-4354	Permits & Variances	\$0.00	\$750.00	\$100.00	750.00 %	(\$650.00)
010-025-4356	Building Permit Fees	\$5,343.38	\$32,081.40	\$18,410.00	174.26 %	(\$13,671.40)
010-025-4358	Electrical Permit Fees	\$554.40	\$3,886.04	\$4,482.00	86.70 %	\$595.96
010-025-4360	Dog Licenses	\$42.00	\$652.00	\$300.00	217.33 %	(\$352.00)
010-025-4415	Library Revenue	\$163.50	\$1,093.53	\$1,000.00	109.35 %	(\$93.53)
010-025-4417	Lien Searches	\$80.00	\$500.00	\$400.00	125.00 %	(\$100.00)
010-025-4419	Election Filing Fees	\$25.00	\$25.00	\$0.00		(\$25.00)
010-025-4421	SDC/CET Admin Fee	\$259.95	\$2,644.65	\$1,000.00	264.47 %	(\$1,644.65)
010-025-4423	Pay Station Revenue	\$0.00	\$81.50	\$0.00		(\$81.50)
010-025-4511	Park Reimbursement SDC	\$47.00	\$425.00	\$343.00	123.91 %	(\$82.00)
010-025-4625	Municipal Court Revenue	\$185.00	\$1,715.00	\$3,000.00	57.17 %	\$1,285.00
010-025-4752	Reimbursement Revenue	\$0.00	\$1,292.83	\$5,000.00	25.86 %	\$3,707.17
010-025-4820	BBJ Fund Payment	\$0.00	\$500.00	\$500.00	100.00 %	\$0.00
010-025-4852	Miscellaneous Revenue	(\$518.55)	\$2,516.16	\$2,000.00	125.81 %	(\$516.16)

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total REVENUES</b>		<b>\$10,088.02</b>	<b>\$279,520.53</b>	<b>\$311,860.00</b>	<b>89.63 %</b>	<b>\$32,339.47</b>
<b>Total GENERAL FUND</b>		<b>\$10,088.02</b>	<b>\$279,520.53</b>	<b>\$311,860.00</b>	<b>89.63 %</b>	<b>\$32,339.47</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>STREET FUND</b>						
<b>REVENUES</b>						
012-025-4052	Interest Earned	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
012-025-4142	State Distributions	\$6,638.79	\$68,048.38	\$65,402.00	104.05 %	(\$2,646.38)
012-025-4513	Transportation Reimbursement SDC	\$0.00	\$1,340.34	\$749.00	178.95 %	(\$591.34)
012-025-4752	Reimbursement Revenue	\$0.00	\$4,281.09	\$0.00		(\$4,281.09)
<b>Total REVENUES</b>		<b>\$6,638.79</b>	<b>\$73,669.81</b>	<b>\$66,651.00</b>	<b>110.53 %</b>	<b>(\$7,018.81)</b>
<b>Total STREET FUND</b>		<b>\$6,638.79</b>	<b>\$73,669.81</b>	<b>\$66,651.00</b>	<b>110.53 %</b>	<b>(\$7,018.81)</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>BBJ FESTIVAL FUND</b>						
<b>REVENUES</b>						
014-025-4052	Interest Earned	\$0.00	\$11.72	\$10.00	117.20 %	(\$1.72)
014-025-4822	BBJ Festival Revenue	\$0.00	\$11,364.75	\$14,834.00	76.61 %	\$3,469.25
014-025-4852	Miscellaneous Revenue	\$0.00	\$0.00	\$0.00		\$0.00
014-025-4860	Craft/Commercial Booth Sales	\$990.00	\$2,215.00	\$0.00		(\$2,215.00)
014-025-4862	Food Booth Sales	\$50.00	\$570.00	\$0.00		(\$570.00)
014-025-4864	Jam Sales	\$115.00	\$215.00	\$0.00		(\$215.00)
014-025-4866	Quilt Raffle Sales	\$367.00	\$1,386.00	\$0.00		(\$1,386.00)
014-025-4868	Program Ad Sales	\$1,565.00	\$2,670.00	\$0.00		(\$2,670.00)
014-025-4870	Sponsorship Revenue	\$1,000.00	\$1,750.00	\$0.00		(\$1,750.00)
014-025-4878	Car Show Revenue	\$410.00	\$430.00	\$0.00		(\$430.00)
014-025-4880	Fishing Derby Revenue	\$200.00	\$200.00	\$0.00		(\$200.00)
<b>Total REVENUES</b>		<b>\$4,697.00</b>	<b>\$20,812.47</b>	<b>\$14,844.00</b>	<b>140.21 %</b>	<b>(\$5,968.47)</b>
<b>Total BBJ FESTIVAL FUND</b>		<b>\$4,697.00</b>	<b>\$20,812.47</b>	<b>\$14,844.00</b>	<b>140.21 %</b>	<b>(\$5,968.47)</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>SDC FUND</b>						
<b>REVENUES</b>						
017-025-4052	Interest Earned	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
017-025-4510	Park SDC Fees	\$985.00	\$8,824.00	\$6,608.00	133.54 %	(\$2,216.00)
017-025-4512	Transportation SDC	\$696.00	\$7,682.12	\$3,969.00	193.55 %	(\$3,713.12)
017-025-4530	Water SDC	\$3,830.00	\$34,308.00	\$25,676.00	133.62 %	(\$8,632.00)
017-025-4540	Sewer SDC	\$1,071.00	\$9,594.00	\$7,182.00	133.58 %	(\$2,412.00)
017-025-4545	Storm Drainage SDC	\$673.00	\$6,799.56	\$4,515.00	150.60 %	(\$2,284.56)
017-025-4710	Interfund Loan Principle from GF	\$0.00	\$12,895.00	\$12,895.00	100.00 %	\$0.00
<b>Total REVENUES</b>		<b>\$7,255.00</b>	<b>\$80,102.68</b>	<b>\$61,345.00</b>	<b>130.58 %</b>	<b>(\$18,757.68)</b>
<b>Total SDC FUND</b>		<b>\$7,255.00</b>	<b>\$80,102.68</b>	<b>\$61,345.00</b>	<b>130.58 %</b>	<b>(\$18,757.68)</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>WATER RESERVE FUND</b>						
<b>REVENUES</b>						
020-025-4930	Transfer from Water Fund	\$0.00	\$3,938.00	\$3,938.00	100.00 %	\$0.00
<b>Total REVENUES</b>		<b>\$0.00</b>	<b>\$3,938.00</b>	<b>\$3,938.00</b>	<b>100.00 %</b>	<b>\$0.00</b>
<b>Total WATER RESERVE FUND</b>		<b>\$0.00</b>	<b>\$3,938.00</b>	<b>\$3,938.00</b>	<b>100.00 %</b>	<b>\$0.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>SEWER RESERVE FUND</b>						
<b>REVENUES</b>						
021-025-4940	Transfer from Sewer Fund	\$0.00	\$1,575.00	\$1,575.00	100.00 %	\$0.00
<b>Total REVENUES</b>		<b>\$0.00</b>	<b>\$1,575.00</b>	<b>\$1,575.00</b>	<b>100.00 %</b>	<b>\$0.00</b>
<b>Total SEWER RESERVE FUND</b>		<b>\$0.00</b>	<b>\$1,575.00</b>	<b>\$1,575.00</b>	<b>100.00 %</b>	<b>\$0.00</b>



Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>WATER FUND</b>						
030-025-4052	Interest Earned	\$0.00	\$0.00	\$300.00	0.00 %	\$300.00
030-025-4370	Water/Sewer Connection Permit Fees	\$415.00	\$3,715.00	\$0.00		(\$3,715.00)
030-025-4425	Water/Sewer Sales	\$23,777.00	\$283,826.53	\$279,881.00	101.41 %	(\$3,945.53)
030-025-4426	Bulk Water Sales	\$0.00	\$2,744.18	\$0.00		(\$2,744.18)
030-025-4428	Credit Memo Utilities - (Pre-paid)	(\$451.17)	\$1,399.63	\$0.00		(\$1,399.63)
030-025-4430	Water/Sewer Connection Fees	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
030-025-4435	Fire Hydrant Fee	\$316.71	\$3,759.58	\$4,913.00	76.52 %	\$1,153.42
030-025-4531	Water Reimbursement SDC	\$745.00	\$6,653.00	\$4,851.00	137.15 %	(\$1,802.00)
030-025-4752	Reimbursement Revenue	\$0.00	\$273.60	\$0.00		(\$273.60)
030-025-4852	Miscellaneous Revenue	\$307.50	\$6,428.95	\$5,000.00	128.58 %	(\$1,428.95)
030-025-4955	Transfer from Debt Reserve Fund	\$0.00	\$7,714.74	\$39,381.00	19.59 %	\$31,666.26
<b>Total WATER FUND</b>		<b>\$25,110.04</b>	<b>\$316,515.21</b>	<b>\$335,326.00</b>	<b>94.39 %</b>	<b>\$18,810.79</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>SEWER FUND</b>						
<b>REVENUES</b>						
040-025-4052	Interest Earned	\$0.00	\$0.00	\$50.00	0.00 %	\$50.00
040-025-4370	Water/Sewer Connection Permit Fees	\$115.00	\$1,035.00	\$0.00		(\$1,035.00)
040-025-4425	Water/Sewer Sales	\$28,881.21	\$331,154.21	\$327,839.00	101.01 %	(\$3,315.21)
040-025-4430	Water/Sewer Connection Fees	\$0.00	\$0.00	\$150.00	0.00 %	\$150.00
040-025-4541	Sewer Reimbursement SDC	\$618.00	\$5,533.00	\$4,123.00	134.20 %	(\$1,410.00)
040-025-4852	Miscellaneous Revenue	\$297.50	\$45,122.39	\$4,500.00	1,002.72 %	(\$40,622.39)
040-025-4955	Transfer from Debt Reserve Fund	\$0.00	\$15,745.00	\$15,745.00	100.00 %	\$0.00
<b>Total REVENUES</b>		<b>\$29,911.71</b>	<b>\$398,589.60</b>	<b>\$352,407.00</b>	<b>113.10 %</b>	<b>(\$46,182.60)</b>
<b>Total SEWER FUND</b>		<b>\$29,911.71</b>	<b>\$398,589.60</b>	<b>\$352,407.00</b>	<b>113.10 %</b>	<b>(\$46,182.60)</b>

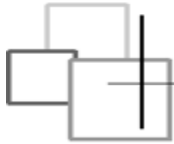
Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>EQUIPMENT FUND</b>						
<b>REVENUES</b>						
050-025-4052	Interest Earned	\$0.00	\$0.00	\$300.00	0.00 %	\$300.00
050-025-4849	Capital Asset Disposal	\$0.00	\$16,419.00	\$0.00		(\$16,419.00)
050-025-4910	Transfer from General Fund	\$0.00	\$2,000.00	\$2,000.00	100.00 %	\$0.00
050-025-4912	Transfer from Street Fund	\$0.00	\$4,000.00	\$4,000.00	100.00 %	\$0.00
050-025-4930	Transfer from Water Fund	\$0.00	\$2,000.00	\$2,000.00	100.00 %	\$0.00
050-025-4940	Transfer from Sewer Fund	\$0.00	\$2,000.00	\$2,000.00	100.00 %	\$0.00
<b>Total REVENUES</b>		<b>\$0.00</b>	<b>\$26,419.00</b>	<b>\$10,300.00</b>	<b>256.50 %</b>	<b>(\$16,119.00)</b>
<b>Total EQUIPMENT FUND</b>		<b>\$0.00</b>	<b>\$26,419.00</b>	<b>\$10,300.00</b>	<b>256.50 %</b>	<b>(\$16,119.00)</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>DEBT RESERVE FUND</b>						
<b>REVENUES</b>						
055-025-4052	Interest Earned	\$0.00	\$0.00	\$300.00	0.00 %	\$300.00
055-025-4917	Transfer from SDC Fund	\$0.00	\$0.00	\$180,493.00	0.00 %	\$180,493.00
<b>Total REVENUES</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$180,793.00</b>	<b>0.00 %</b>	<b>\$180,793.00</b>
<b>Total DEBT RESERVE FUND</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$180,793.00</b>	<b>0.00 %</b>	<b>\$180,793.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance	
	<b>Grand Totals</b>		<b>\$83,700.56</b>	<b>\$1,201,142.30</b>	<b>\$1,339,039.00</b>	<b>89.70 %</b>	<b>\$137,896.70</b>

## Totals By Fund

Fund Number	Title	Period	Fiscal	Budget	% of Total	Balance
010-000-0000	GENERAL FUND	\$10,088.02	\$279,520.53	\$311,860.00	89.63 %	\$32,339.47
012-000-0000	STREET FUND	\$6,638.79	\$73,669.81	\$66,651.00	110.53 %	(\$7,018.81)
014-000-0000	BBJ FESTIVAL FUND	\$4,697.00	\$20,812.47	\$14,844.00	140.21 %	(\$5,968.47)
017-000-0000	SDC FUND	\$7,255.00	\$80,102.68	\$61,345.00	130.58 %	(\$18,757.68)
020-000-0000	WATER RESERVE FUND	\$0.00	\$3,938.00	\$3,938.00	100.00 %	\$0.00
021-000-0000	SEWER RESERVE FUND	\$0.00	\$1,575.00	\$1,575.00	100.00 %	\$0.00
030-000-0000	WATER FUND	\$25,110.04	\$316,515.21	\$335,326.00	94.39 %	\$18,810.79
040-000-0000	SEWER FUND	\$29,911.71	\$398,589.60	\$352,407.00	113.10 %	(\$46,182.60)
050-000-0000	EQUIPMENT FUND	\$0.00	\$26,419.00	\$10,300.00	256.50 %	(\$16,119.00)
055-000-0000	DEBT RESERVE FUND	\$0.00	\$0.00	\$180,793.00	0.00 %	\$180,793.00
<b>Grand Totals</b>		<b>\$83,700.56</b>	<b>\$1,201,142.30</b>	<b>\$1,339,039.00</b>	<b>89.70 %</b>	<b>\$137,896.70</b>



# Expenditure

Starting Account Number: 010-100-5010 City Administrator  
 Ending Account Number: 060-999-9899 Suspense  
 Period: 2017-2018 - June 2018  
 Printing: Full  
 Non Activity Accounts: Hide  
 Balance Records: Hide  
 Investment Records: Hide  
 Operation Totals: Hide

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>GENERAL FUND</b>						
<b>ADMINISTRATION</b>						
<b>PERSONAL SERVICES</b>						
010-100-5010	City Administrator	\$999.92	\$11,355.37	\$11,243.00	101.00 %	(\$112.37)
010-100-5014	City Clerk	\$399.47	\$4,793.55	\$4,772.00	100.45 %	(\$21.55)
010-100-5050	Public Works Director	\$260.38	\$3,124.64	\$3,124.00	100.02 %	(\$0.64)
010-100-5052	Utility Worker I	\$0.00	\$1,552.38	\$1,636.00	94.89 %	\$83.62
010-100-5054	Utility Worker II	\$150.31	\$1,811.26	\$1,804.00	100.40 %	(\$7.26)
010-100-5058	Maintenance Worker I	\$71.74	\$799.66	\$804.00	99.46 %	\$4.34
010-100-5220	Overtime	\$75.48	\$671.03	\$1,028.00	65.28 %	\$356.97
010-100-5315	Social Security/Medicare(FICA)	\$149.74	\$1,844.43	\$2,042.00	90.32 %	\$197.57
010-100-5320	Worker's Comp	\$0.97	\$566.52	\$861.00	65.80 %	\$294.48
010-100-5350	Unemployment Insurance	\$0.00	\$0.00	\$2,148.00	0.00 %	\$2,148.00
010-100-5410	Health Insurance	(\$202.85)	\$5,270.82	\$6,031.00	87.40 %	\$760.18
010-100-5450	Public Employees Retirement	\$225.09	\$2,772.51	\$2,280.00	121.60 %	(\$492.51)
<b>Total PERSONAL SERVICES</b>		<b>\$2,130.25</b>	<b>\$34,562.17</b>	<b>\$37,773.00</b>	<b>91.50 %</b>	<b>\$3,210.83</b>
<b>MATERIALS &amp; SERVICES</b>						
010-100-6010	Auditing	\$0.00	\$3,900.00	\$3,900.00	100.00 %	\$0.00
010-100-6012	Legal Services	\$339.73	\$2,169.91	\$5,000.00	43.40 %	\$2,830.09
010-100-6014	Financial Services	\$198.25	\$2,255.75	\$3,408.00	66.19 %	\$1,152.25
010-100-6022	IT Services	\$175.61	\$2,895.11	\$5,674.00	51.02 %	\$2,778.89
010-100-6024	Copier Contract	\$147.98	\$1,871.57	\$1,920.00	97.48 %	\$48.43
010-100-6028	Other Contract Services	\$0.00	\$99.36	\$2,000.00	4.97 %	\$1,900.64
010-100-6110	Insurance And Bonds	\$0.00	\$5,730.89	\$6,413.00	89.36 %	\$682.11
010-100-6120	Publications, Printing & Dues	\$573.50	\$3,821.59	\$4,000.00	95.54 %	\$178.41
010-100-6122	Newsletter Expenditure	\$0.00	\$0.00	\$1,350.00	0.00 %	\$1,350.00
010-100-6126	Postage	\$0.00	\$260.57	\$600.00	43.43 %	\$339.43
010-100-6128	Public Notices	\$0.00	\$422.50	\$500.00	84.50 %	\$77.50
010-100-6130	Office Supplies/Equipment	\$46.02	\$991.16	\$950.00	104.33 %	(\$41.16)
010-100-6134	General Supplies	\$106.16	\$243.42	\$1,500.00	16.23 %	\$1,256.58
010-100-6138	Bank Service Charges	\$0.00	\$356.03	\$1,000.00	35.60 %	\$643.97
010-100-6140	Travel & Training	\$0.00	\$1,482.62	\$1,500.00	98.84 %	\$17.38
010-100-6190	Miscellaneous Expenditures	(\$665.87)	\$561.98	\$500.00	112.40 %	(\$61.98)

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
010-100-6220	Building Repair & Maintenance	\$0.00	\$229.64	\$1,000.00	22.96 %	\$770.36
010-100-6234	Non-Capitalized Assets	\$0.00	\$3,997.68	\$2,000.00	199.88 %	(\$1,997.68)
010-100-6420	Water Services	\$23.65	\$385.18	\$300.00	128.39 %	(\$85.18)
010-100-6425	Sewer Services	\$42.60	\$509.17	\$550.00	92.58 %	\$40.83
010-100-6430	Electricity Services	\$0.00	\$1,733.77	\$2,200.00	78.81 %	\$466.23
010-100-6435	Internet Services	\$77.47	\$929.64	\$900.00	103.29 %	(\$29.64)
010-100-6440	Telephone Services	\$261.89	\$2,508.22	\$2,400.00	104.51 %	(\$108.22)
010-100-6445	Refuse Services	\$7.14	\$85.68	\$100.00	85.68 %	\$14.32
010-100-6510	Council Expenditure	\$0.00	\$779.70	\$2,000.00	38.99 %	\$1,220.30
010-100-6512	State Ethics Commission	\$0.00	\$475.12	\$600.00	79.19 %	\$124.88
010-100-6792	Reimbursable Expenditure	\$20.00	\$70.00	\$5,000.00	1.40 %	\$4,930.00
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$1,354.13</b>	<b>\$38,766.26</b>	<b>\$57,265.00</b>	<b>67.70 %</b>	<b>\$18,498.74</b>
<b>CAPITAL OUTLAY</b>						
010-100-8012	Capital Outlay - Buildings & Facilities	\$6,353.06	\$17,301.66	\$50,000.00	34.60 %	\$32,698.34
010-100-8018	Capital Outlay - Software	\$0.00	\$150.00	\$7,955.00	1.89 %	\$7,805.00
<b>Total CAPITAL OUTLAY</b>		<b>\$6,353.06</b>	<b>\$17,451.66</b>	<b>\$57,955.00</b>	<b>30.11 %</b>	<b>\$40,503.34</b>
<b>Total ADMINISTRATION</b>		<b>\$9,837.44</b>	<b>\$90,780.09</b>	<b>\$152,993.00</b>	<b>59.34 %</b>	<b>\$62,212.91</b>



Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>PARKS &amp; RECREATION</b>						
<b>PERSONAL SERVICES</b>						
010-120-5010	City Administrator	\$333.29	\$3,785.13	\$3,748.00	100.99 %	(\$37.13)
010-120-5050	Public Works Director	\$260.38	\$3,124.64	\$3,124.00	100.02 %	(\$0.64)
010-120-5052	Utility Worker I	\$0.00	\$1,552.38	\$1,636.00	94.89 %	\$83.62
010-120-5054	Utility Worker II	\$150.31	\$1,811.26	\$1,804.00	100.40 %	(\$7.26)
010-120-5058	Maintenance Worker I	\$645.72	\$7,197.55	\$7,236.00	99.47 %	\$38.45
010-120-5220	Overtime	\$68.56	\$610.50	\$849.00	71.91 %	\$238.50
010-120-5315	Social Security/Medicare(FICA)	\$111.57	\$1,383.52	\$1,539.00	89.90 %	\$155.48
010-120-5320	Worker's Comp	\$1.12	\$1,113.33	\$1,428.00	77.96 %	\$314.67
010-120-5350	Unemployment Insurance	\$0.00	\$0.00	\$1,557.00	0.00 %	\$1,557.00
010-120-5410	Health Insurance	\$151.84	\$2,612.57	\$2,705.00	96.58 %	\$92.43
010-120-5450	Public Employees Retirement	\$167.70	\$2,079.36	\$1,718.00	121.03 %	(\$361.36)
<b>Total PERSONAL SERVICES</b>		<b>\$1,890.49</b>	<b>\$25,270.24</b>	<b>\$27,344.00</b>	<b>92.42 %</b>	<b>\$2,073.76</b>
<b>MATERIALS &amp; SERVICES</b>						
010-120-6028	Other Contract Services	\$2,000.00	\$2,000.00	\$37,000.00	5.41 %	\$35,000.00
010-120-6134	General Supplies	\$104.92	\$589.98	\$1,000.00	59.00 %	\$410.02
010-120-6190	Miscellaneous Expenses	\$15.00	\$420.47	\$250.00	168.19 %	(\$170.47)
010-120-6220	Building Repair & Maintenance	\$0.00	\$626.52	\$1,000.00	62.65 %	\$373.48
010-120-6224	Equipment Repair & Maintenance	\$185.00	\$540.59	\$1,000.00	54.06 %	\$459.41
010-120-6230	Other Repair & Maintenance	\$377.80	\$1,742.99	\$3,000.00	58.10 %	\$1,257.01
010-120-6234	Non-Capitalized Assets	\$0.00	\$2,007.43	\$2,000.00	100.37 %	(\$7.43)
010-120-6239	Maintenance - Nelson Land Donation	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
010-120-6420	Water Services	\$60.74	\$705.19	\$5,000.00	14.10 %	\$4,294.81
010-120-6425	Sewer Services	\$113.62	\$1,358.02	\$1,300.00	104.46 %	(\$58.02)
010-120-6430	Electricity Services	\$0.00	\$502.89	\$750.00	67.05 %	\$247.11
010-120-6445	Refuse Services	\$21.42	\$257.04	\$200.00	128.52 %	(\$57.04)
010-120-6610	Gas & Oil	\$388.71	\$1,269.34	\$600.00	211.56 %	(\$669.34)
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$3,267.21</b>	<b>\$12,020.46</b>	<b>\$53,600.00</b>	<b>22.43 %</b>	<b>\$41,579.54</b>
010-120-8020	Capital Outlay - Parks Improvements	\$0.00	\$0.00	\$40,000.00	0.00 %	\$40,000.00
<b>Total PARKS &amp; RECREATION</b>		<b>\$5,157.70</b>	<b>\$37,290.70</b>	<b>\$120,944.00</b>	<b>30.83 %</b>	<b>\$83,653.30</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>POLICE</b>						
<b>MATERIALS &amp; SERVICES</b>						
010-130-6018	Police Services	\$2,166.67	\$30,200.04	\$31,920.00	94.61 %	\$1,719.96
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$2,166.67</b>	<b>\$30,200.04</b>	<b>\$31,920.00</b>	<b>94.61 %</b>	<b>\$1,719.96</b>
<b>Total POLICE</b>		<b>\$2,166.67</b>	<b>\$30,200.04</b>	<b>\$31,920.00</b>	<b>94.61 %</b>	<b>\$1,719.96</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>COMMUNITY DEVELOPMENT</b>						
<b>PERSONAL SERVICES</b>						
010-140-5010	City Administrator	\$666.62	\$7,570.14	\$7,495.00	101.00 %	(\$75.14)
010-140-5014	City Clerk	\$199.74	\$2,396.89	\$2,386.00	100.46 %	(\$10.89)
010-140-5220	Overtime	\$3.46	\$30.25	\$89.00	33.99 %	\$58.75
010-140-5315	Social Security/Medicare(FICA)	\$66.54	\$764.79	\$834.00	91.70 %	\$69.21
010-140-5320	Worker's Comp	\$0.39	\$44.02	\$69.00	63.80 %	\$24.98
010-140-5350	Unemployment Insurance	\$0.00	\$0.00	\$879.00	0.00 %	\$879.00
010-140-5410	Health Insurance	\$145.36	\$2,094.79	\$2,146.00	97.61 %	\$51.21
010-140-5450	Public Employees Retirement	\$100.03	\$1,149.71	\$931.00	123.49 %	(\$218.71)
<b>Total PERSONAL SERVICES</b>		<b>\$1,182.14</b>	<b>\$14,050.59</b>	<b>\$14,829.00</b>	<b>94.75 %</b>	<b>\$778.41</b>
<b>MATERIALS &amp; SERVICES</b>						
010-140-6016	Engineering Services	\$0.00	\$205.50	\$0.00		(\$205.50)
010-140-6028	Other Contract Services	\$0.00	\$33.12	\$31,500.00	0.11 %	\$31,466.88
010-140-6120	Publications, Printing & Dues	\$0.00	\$0.00	\$100.00	0.00 %	\$100.00
010-140-6126	Postage	\$0.00	\$0.00	\$250.00	0.00 %	\$250.00
010-140-6140	Travel & Training	\$0.00	\$0.00	\$100.00	0.00 %	\$100.00
010-140-6190	Miscellaneous Expenses	\$0.00	\$0.00	\$250.00	0.00 %	\$250.00
010-140-6522	Land Use/Development Costs	\$0.00	\$2,147.08	\$4,000.00	53.68 %	\$1,852.92
010-140-6524	Building Permit Costs	\$1,041.64	\$23,553.10	\$30,303.00	77.73 %	\$6,749.90
010-140-6525	Electrical Permit Costs	\$297.00	\$2,740.45	\$3,483.00	78.68 %	\$742.55
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$1,338.64</b>	<b>\$28,679.25</b>	<b>\$69,986.00</b>	<b>40.98 %</b>	<b>\$41,306.75</b>
<b>Total COMMUNITY DEVELOPMENT</b>		<b>\$2,520.78</b>	<b>\$42,729.84</b>	<b>\$84,815.00</b>	<b>50.38 %</b>	<b>\$42,085.16</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>LIBRARY</b>						
<b>PERSONAL SERVICES</b>						
010-150-5320	Worker's Comp	\$0.00	\$104.58	\$46.00	227.35 %	(\$58.58)
<b>Total PERSONAL SERVICES</b>		<b>\$0.00</b>	<b>\$104.58</b>	<b>\$46.00</b>	<b>227.35 %</b>	<b>(\$58.58)</b>
<b>MATERIALS &amp; SERVICES</b>						
010-150-6022	IT Services	\$7.20	\$1,048.93	\$329.00	318.82 %	(\$719.93)
010-150-6130	Office Supplies/Equipment	\$82.64	\$380.22	\$0.00		(\$380.22)
010-150-6134	General Supplies	\$0.00	\$359.93	\$1,250.00	28.79 %	\$890.07
010-150-6190	Miscellaneous Expenses	\$0.00	\$282.15	\$100.00	282.15 %	(\$182.15)
010-150-6220	Building Repair & Maintenance	\$0.00	\$0.00	\$200.00	0.00 %	\$200.00
010-150-6234	Non-Capitalized Assets	\$0.00	\$2,671.68	\$2,900.00	92.13 %	\$228.32
010-150-6420	Water Services	\$7.89	\$128.43	\$150.00	85.62 %	\$21.57
010-150-6425	Sewer Services	\$14.21	\$169.84	\$200.00	84.92 %	\$30.16
010-150-6430	Electricity Services	\$0.00	\$577.94	\$800.00	72.24 %	\$222.06
010-150-6435	Internet Services	\$77.47	\$929.64	\$1,000.00	92.96 %	\$70.36
010-150-6445	Refuse Services	\$7.14	\$85.68	\$90.00	95.20 %	\$4.32
010-150-6530	Summer Reading Program	\$0.00	\$1,049.84	\$1,250.00	83.99 %	\$200.16
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$196.55</b>	<b>\$7,684.28</b>	<b>\$8,269.00</b>	<b>92.93 %</b>	<b>\$584.72</b>
<b>Total LIBRARY</b>		<b>\$196.55</b>	<b>\$7,788.86</b>	<b>\$8,315.00</b>	<b>93.67 %</b>	<b>\$526.14</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>CODE ENFORCEMENT</b>						
<b>PERSONAL SERVICES</b>						
010-160-5010	City Administrator	\$333.29	\$3,785.13	\$3,748.00	100.99 %	(\$37.13)
010-160-5050	Public Works Director	\$260.38	\$3,124.64	\$3,124.00	100.02 %	(\$0.64)
010-160-5220	Overtime	\$11.29	\$66.52	\$117.00	56.85 %	\$50.48
010-160-5315	Social Security/Medicare(FICA)	\$46.29	\$533.72	\$585.00	91.23 %	\$51.28
010-160-5320	Worker's Comp	\$0.23	\$203.98	\$342.00	59.64 %	\$138.02
010-160-5350	Unemployment Insurance	\$0.00	\$0.00	\$609.00	0.00 %	\$609.00
010-160-5410	Health Insurance	\$90.29	\$1,318.12	\$1,352.00	97.49 %	\$33.88
010-160-5450	Public Employees Retirement	\$69.58	\$802.29	\$653.00	122.86 %	(\$149.29)
<b>Total PERSONAL SERVICES</b>		<b>\$811.35</b>	<b>\$9,834.40</b>	<b>\$10,530.00</b>	<b>93.39 %</b>	<b>\$695.60</b>
<b>MATERIALS &amp; SERVICES</b>						
010-160-6028	Other Contract Services	\$150.00	\$150.00	\$2,500.00	6.00 %	\$2,350.00
010-160-6134	General Supplies	\$0.00	\$0.00	\$100.00	0.00 %	\$100.00
010-160-6190	Miscellaneous Expenses	\$188.99	\$188.99	\$100.00	188.99 %	(\$88.99)
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$338.99</b>	<b>\$338.99</b>	<b>\$2,700.00</b>	<b>12.56 %</b>	<b>\$2,361.01</b>
<b>Total CODE ENFORCEMENT</b>		<b>\$1,150.34</b>	<b>\$10,173.39</b>	<b>\$13,230.00</b>	<b>76.90 %</b>	<b>\$3,056.61</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>TOURISM</b>						
<b>MATERIALS &amp; SERVICES</b>						
010-170-6028	Other Contract Services	\$0.00	\$6,500.00	\$9,000.00	72.22 %	\$2,500.00
010-170-6124	Marketing	\$20.00	\$340.00	\$2,000.00	17.00 %	\$1,660.00
010-170-6126	Postage	\$0.00	\$0.00	\$100.00	0.00 %	\$100.00
010-170-6190	Miscellaneous Expenses	\$0.00	\$0.00	\$250.00	0.00 %	\$250.00
010-170-6226	Covered Bridge Maintenance	\$0.00	\$1,837.08	\$2,500.00	73.48 %	\$662.92
010-170-6227	Community Grant Program	\$0.00	\$1,017.80	\$3,000.00	33.93 %	\$1,982.20
010-170-6228	Matching Grant Funds	\$0.00	\$0.00	\$5,000.00	0.00 %	\$5,000.00
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$20.00</b>	<b>\$9,694.88</b>	<b>\$21,850.00</b>	<b>44.37 %</b>	<b>\$12,155.12</b>
<b>Total TOURISM</b>		<b>\$20.00</b>	<b>\$9,694.88</b>	<b>\$21,850.00</b>	<b>44.37 %</b>	<b>\$12,155.12</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>MUNICIPAL COURT</b>						
<b>PERSONAL SERVICES</b>						
010-180-5010	City Administrator	\$333.29	\$3,785.13	\$3,748.00	100.99 %	(\$37.13)
010-180-5014	City Clerk	\$199.74	\$2,396.89	\$2,386.00	100.46 %	(\$10.89)
010-180-5220	Overtime	\$3.46	\$30.25	\$89.00	33.99 %	\$58.75
010-180-5315	Social Security/Medicare(FICA)	\$41.04	\$475.23	\$521.00	91.21 %	\$45.77
010-180-5320	Worker's Comp	\$0.25	\$28.05	\$43.00	65.23 %	\$14.95
010-180-5350	Unemployment Insurance	\$0.00	\$0.00	\$544.00	0.00 %	\$544.00
010-180-5410	Health Insurance	\$116.01	\$1,622.54	\$1,663.00	97.57 %	\$40.46
010-180-5450	Public Employees Retirement	\$61.71	\$714.48	\$581.00	122.97 %	(\$133.48)
<b>Total PERSONAL SERVICES</b>		<b>\$755.50</b>	<b>\$9,052.57</b>	<b>\$9,575.00</b>	<b>94.54 %</b>	<b>\$522.43</b>
<b>MATERIALS &amp; SERVICES</b>						
010-180-6020	Judge Contract	\$0.00	\$750.00	\$1,125.00	66.67 %	\$375.00
010-180-6021	Bailiff Contract	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
010-180-6028	Other Contract Services	\$0.00	\$362.35	\$1,000.00	36.24 %	\$637.65
010-180-6126	Postage	\$0.00	\$0.00	\$100.00	0.00 %	\$100.00
010-180-6138	Bank Service Charges	\$0.00	\$84.38	\$0.00		(\$84.38)
010-180-6190	Miscellaneous Expenses	\$0.00	\$0.00	\$100.00	0.00 %	\$100.00
010-180-6560	State Assessments	\$0.00	\$45.00	\$675.00	6.67 %	\$630.00
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$0.00</b>	<b>\$1,241.73</b>	<b>\$3,500.00</b>	<b>35.48 %</b>	<b>\$2,258.27</b>
<b>Total MUNICIPAL COURT</b>		<b>\$755.50</b>	<b>\$10,294.30</b>	<b>\$13,075.00</b>	<b>78.73 %</b>	<b>\$2,780.70</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>NON-DEPARTMENTAL</b>						
<b>DEBT SERVICE</b>						
010-800-7120	Loan Principal - SDC Fund Loan	\$0.00	\$12,895.00	\$12,895.00	100.00 %	\$0.00
<b>Total DEBT SERVICE</b>		<b>\$0.00</b>	<b>\$12,895.00</b>	<b>\$12,895.00</b>	<b>100.00 %</b>	<b>\$0.00</b>
<b>OTHER REQUIREMENTS</b>						
010-800-9050	Transfer to Equipment Fund	\$0.00	\$2,000.00	\$2,000.00	100.00 %	\$0.00
010-800-9990	Contingency	\$0.00	\$0.00	\$52,330.00	0.00 %	\$52,330.00
010-800-9995	Reserved for future use - Parks	\$0.00	\$0.00	\$8,500.00	0.00 %	\$8,500.00
<b>Total OTHER REQUIREMENTS</b>		<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$62,830.00</b>	<b>3.18 %</b>	<b>\$60,830.00</b>
<b>Total NON-DEPARTMENTAL</b>		<b>\$0.00</b>	<b>\$14,895.00</b>	<b>\$75,725.00</b>	<b>19.67 %</b>	<b>\$60,830.00</b>



Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total GENERAL FUND</b>		<b>\$21,804.98</b>	<b>\$253,847.10</b>	<b>\$522,867.00</b>	<b>48.55 %</b>	<b>\$269,019.90</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>STREET FUND</b>						
<b>ADMINISTRATION</b>						
<b>PERSONAL SERVICES</b>						
012-100-5010	City Administrator	\$666.62	\$7,570.14	\$7,495.00	101.00 %	(\$75.14)
012-100-5050	Public Works Director	\$781.11	\$9,373.59	\$9,373.00	100.01 %	(\$0.59)
012-100-5052	Utility Worker I	\$0.00	\$3,104.46	\$3,272.00	94.88 %	\$167.54
012-100-5054	Utility Worker II	\$300.61	\$3,622.48	\$3,608.00	100.40 %	(\$14.48)
012-100-5058	Maintenance Worker I	\$143.50	\$1,599.50	\$1,608.00	99.47 %	\$8.50
012-100-5220	Overtime	\$148.31	\$1,287.55	\$1,815.00	70.94 %	\$527.45
012-100-5315	Social Security/Medicare(FICA)	\$156.09	\$2,031.76	\$2,273.00	89.39 %	\$241.24
012-100-5320	Worker's Comp	\$1.05	\$1,112.74	\$1,867.00	59.60 %	\$754.26
012-100-5350	Unemployment Insurance	\$0.00	\$0.00	\$1,584.00	0.00 %	\$1,584.00
012-100-5410	Health Insurance	\$364.60	\$6,071.10	\$6,279.00	96.69 %	\$207.90
012-100-5450	Public Employees Retirement	\$234.61	\$3,054.18	\$2,538.00	120.34 %	(\$516.18)
<b>Total PERSONAL SERVICES</b>		<b>\$2,796.50</b>	<b>\$38,827.50</b>	<b>\$41,712.00</b>	<b>93.08 %</b>	<b>\$2,884.50</b>
<b>MATERIALS &amp; SERVICES</b>						
012-100-6010	Auditing	\$0.00	\$1,300.00	\$1,300.00	100.00 %	\$0.00
012-100-6014	Financial Services	\$66.08	\$751.90	\$1,136.00	66.19 %	\$384.10
012-100-6016	Engineering Services	\$0.00	\$840.00	\$500.00	168.00 %	(\$340.00)
012-100-6022	IT Services	\$46.53	\$596.73	\$1,498.00	39.84 %	\$901.27
012-100-6028	Other Contract Services	\$0.00	\$9,076.54	\$4,000.00	226.91 %	(\$5,076.54)
012-100-6110	Insurance And Bonds	\$0.00	\$1,910.30	\$2,138.00	89.35 %	\$227.70
012-100-6134	General Supplies	\$54.93	\$143.67	\$0.00		(\$143.67)
012-100-6190	Miscellaneous Expenses	\$27.16	\$79.62	\$500.00	15.92 %	\$420.38
012-100-6224	Equipment Repair & Maintenance	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
012-100-6230	Other Repair & Maintenance	\$0.00	\$486.38	\$750.00	64.85 %	\$263.62
012-100-6234	Non-Capitalized Assets	\$0.00	\$670.90	\$500.00	134.18 %	(\$170.90)
012-100-6430	Electricity Services	\$0.00	\$13,401.55	\$14,311.00	93.65 %	\$909.45
012-100-6620	Storm Drain Maintenance	\$0.00	\$1,923.00	\$2,000.00	96.15 %	\$77.00
012-100-6624	Street Signs	\$0.00	\$174.87	\$500.00	34.97 %	\$325.13
012-100-6626	Street Lights	\$0.00	\$0.00	\$3,658.00	0.00 %	\$3,658.00
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$194.70</b>	<b>\$31,355.46</b>	<b>\$33,291.00</b>	<b>94.19 %</b>	<b>\$1,935.54</b>
<b>CAPITAL OUTLAY</b>						
012-100-8018	Capital Outlay - Software	\$0.00	\$50.00	\$2,651.00	1.89 %	\$2,601.00
012-100-8030	Capital Outlay - Street Improvements	\$0.00	\$0.00	\$87,818.00	0.00 %	\$87,818.00
<b>Total CAPITAL OUTLAY</b>		<b>\$0.00</b>	<b>\$50.00</b>	<b>\$90,469.00</b>	<b>0.06 %</b>	<b>\$90,419.00</b>
<b>Total ADMINISTRATION</b>		<b>\$2,991.20</b>	<b>\$70,232.96</b>	<b>\$165,472.00</b>	<b>42.44 %</b>	<b>\$95,239.04</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>NON-DEPARTMENTAL</b>						
<b>OTHER REQUIREMENTS</b>						
012-800-9050	Transfer to Equipment Fund	\$0.00	\$4,000.00	\$4,000.00	100.00 %	\$0.00
012-800-9990	Contingency	\$0.00	\$0.00	\$23,349.00	0.00 %	\$23,349.00
<b>Total OTHER REQUIREMENTS</b>		<b>\$0.00</b>	<b>\$4,000.00</b>	<b>\$27,349.00</b>	<b>14.63 %</b>	<b>\$23,349.00</b>
<b>Total NON-DEPARTMENTAL</b>		<b>\$0.00</b>	<b>\$4,000.00</b>	<b>\$27,349.00</b>	<b>14.63 %</b>	<b>\$23,349.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Total STREET FUND		\$2,991.20	\$74,232.96	\$192,821.00	38.50 %	\$118,588.04

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>BBJ FESTIVAL FUND</b>						
<b>ADMINISTRATION</b>						
<b>MATERIALS &amp; SERVICES</b>						
014-100-6022	IT Services	\$83.88	\$83.88	\$0.00		(\$83.88)
014-100-6124	Festival Advertisement	\$64.48	\$169.48	\$0.00		(\$169.48)
014-100-6126	Postage	\$30.00	\$30.00	\$0.00		(\$30.00)
014-100-6190	Miscellaneous Exp	\$0.00	\$96.50	\$0.00		(\$96.50)
014-100-6440	Telephone Services	\$12.95	\$64.75	\$0.00		(\$64.75)
014-100-6605	Rent	\$70.00	\$280.00	\$0.00		(\$280.00)
014-100-6614	Materials & Services	\$747.33	\$20,683.33	\$26,277.00	78.71 %	\$5,593.67
014-100-6810	Craft/Commercial Booth Exp	\$0.00	\$10.00	\$0.00		(\$10.00)
014-100-6814	Jam Sales Exp	\$165.00	\$434.00	\$0.00		(\$434.00)
014-100-6816	Quilt Raffle	\$83.93	\$498.07	\$0.00		(\$498.07)
014-100-6850	5K Race Exp	\$100.00	\$185.00	\$0.00		(\$185.00)
014-100-6852	Car Show Exp	\$0.00	\$500.00	\$0.00		(\$500.00)
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$1,357.57</b>	<b>\$23,035.01</b>	<b>\$26,277.00</b>	<b>87.66 %</b>	<b>\$3,241.99</b>
<b>Total ADMINISTRATION</b>		<b>\$1,357.57</b>	<b>\$23,035.01</b>	<b>\$26,277.00</b>	<b>87.66 %</b>	<b>\$3,241.99</b>
<b>NON-DEPARTMENTAL</b>						
<b>OTHER REQUIREMENTS</b>						
014-800-9990	Contingency	\$0.00	\$0.00	\$4,939.00	0.00 %	\$4,939.00
<b>Total OTHER REQUIREMENTS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,939.00</b>	<b>0.00 %</b>	<b>\$4,939.00</b>
<b>Total NON-DEPARTMENTAL</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,939.00</b>	<b>0.00 %</b>	<b>\$4,939.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total BBJ FESTIVAL FUND</b>		<b>\$1,357.57</b>	<b>\$23,035.01</b>	<b>\$31,216.00</b>	<b>73.79 %</b>	<b>\$8,180.99</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>SDC FUND</b>						
<b>NON-DEPARTMENTAL</b>						
017-800-8020	Capital Outlay - Parks Improvements	\$0.00	\$0.00	\$36,625.00	0.00 %	\$36,625.00
017-800-8030	Capital Outlay - Street Improvements	\$0.00	\$0.00	\$19,666.00	0.00 %	\$19,666.00
017-800-8050	Capital Outlay - Sewer Systems Improvements	\$0.00	\$0.00	\$133,483.00	0.00 %	\$133,483.00
017-800-8060	Capital Outlay - Stormwater Improvements	\$0.00	\$0.00	\$24,412.00	0.00 %	\$24,412.00
<b>Total NON-DEPARTMENTAL</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$214,186.00</b>	<b>0.00 %</b>	<b>\$214,186.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total SDC FUND</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$214,186.00</b>	<b>0.00 %</b>	<b>\$214,186.00</b>



Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>WATER RESERVE FUND</b>						
<b>NON-DEPARTMENTAL</b>						
<b>OTHER REQUIREMENTS</b>						
020-800-9992	Reserved for Water Bond Payment	\$0.00	\$0.00	\$15,752.00	0.00 %	\$15,752.00
<b>Total OTHER REQUIREMENTS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,752.00</b>	<b>0.00 %</b>	<b>\$15,752.00</b>
<b>Total NON-DEPARTMENTAL</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,752.00</b>	<b>0.00 %</b>	<b>\$15,752.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total WATER RESERVE FUND</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,752.00</b>	<b>0.00 %</b>	<b>\$15,752.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>SEWER RESERVE FUND</b>						
<b>NON-DEPARTMENTAL</b>						
<b>OTHER REQUIREMENTS</b>						
021-800-9997	Reserved for Sewer Bond Payment	\$0.00	\$0.00	\$8,245.00	0.00 %	\$8,245.00
<b>Total OTHER REQUIREMENTS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,245.00</b>	<b>0.00 %</b>	<b>\$8,245.00</b>
<b>Total NON-DEPARTMENTAL</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,245.00</b>	<b>0.00 %</b>	<b>\$8,245.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total SEWER RESERVE FUND</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,245.00</b>	<b>0.00 %</b>	<b>\$8,245.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>WATER FUND</b>						
<b>ADMINISTRATION</b>						
<b>PERSONAL SERVICES</b>						
030-100-5010	City Administrator	\$1,666.46	\$18,925.18	\$18,739.00	100.99 %	(\$186.18)
030-100-5014	City Clerk	\$1,597.93	\$19,175.26	\$19,088.00	100.46 %	(\$87.26)
030-100-5050	Public Works Director	\$1,822.65	\$21,871.83	\$21,869.00	100.01 %	(\$2.83)
030-100-5052	Utility Worker I	\$0.00	\$12,417.46	\$13,087.00	94.88 %	\$669.54
030-100-5054	Utility Worker II	\$1,202.36	\$14,489.04	\$14,432.00	100.40 %	(\$57.04)
030-100-5058	Maintenance Worker I	\$286.98	\$3,198.86	\$3,216.00	99.47 %	\$17.14
030-100-5220	Overtime	\$564.48	\$5,058.80	\$7,388.00	68.47 %	\$2,329.20
030-100-5315	Social Security/Medicare(FICA)	\$546.26	\$7,277.35	\$8,182.00	88.94 %	\$904.65
030-100-5320	Worker's Comp	\$3.83	\$3,358.72	\$5,618.00	59.78 %	\$2,259.28
030-100-5350	Unemployment Insurance	\$0.00	\$0.00	\$8,029.00	0.00 %	\$8,029.00
030-100-5410	Health Insurance	\$1,758.94	\$27,839.97	\$28,764.00	96.79 %	\$924.03
030-100-5450	Public Employees Retirement	\$821.18	\$10,940.49	\$9,136.00	119.75 %	(\$1,804.49)
<b>Total PERSONAL SERVICES</b>		<b>\$10,271.07</b>	<b>\$144,552.96</b>	<b>\$157,548.00</b>	<b>91.75 %</b>	<b>\$12,995.04</b>
<b>MATERIALS &amp; SERVICES</b>						
030-100-6010	Auditing	\$0.00	\$3,900.00	\$3,900.00	100.00 %	\$0.00
030-100-6012	Legal Services	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
030-100-6014	Financial Services	\$198.25	\$2,255.75	\$3,408.00	66.19 %	\$1,152.25
030-100-6016	Engineering Services	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
030-100-6022	IT Services	\$154.01	\$1,838.46	\$5,185.00	35.46 %	\$3,346.54
030-100-6028	Other Contract Services	\$300.00	\$3,564.96	\$3,750.00	95.07 %	\$185.04
030-100-6110	Insurance And Bonds	\$0.00	\$5,730.88	\$6,413.00	89.36 %	\$682.12
030-100-6120	Publications, Printing & Dues	\$0.00	\$800.48	\$500.00	160.10 %	(\$300.48)
030-100-6126	Postage	\$60.00	\$1,163.20	\$1,750.00	66.47 %	\$586.80
030-100-6130	Office Supplies/Equipment	\$140.03	\$205.48	\$250.00	82.19 %	\$44.52
030-100-6134	General Supplies	\$107.10	\$2,548.73	\$2,000.00	127.44 %	(\$548.73)
030-100-6138	Bank Service Charges	\$0.00	\$595.67	\$1,400.00	42.55 %	\$804.33
030-100-6140	Travel & Training	\$147.50	\$147.50	\$1,000.00	14.75 %	\$852.50
030-100-6190	Miscellaneous Expenditures	\$81.47	\$1,544.15	\$200.00	772.08 %	(\$1,344.15)
030-100-6220	Building Repair & Maintenance	\$0.00	\$459.00	\$1,000.00	45.90 %	\$541.00
030-100-6224	Equipment Repair & Maintenance	\$0.00	\$2,136.12	\$1,000.00	213.61 %	(\$1,136.12)
030-100-6230	Other Repair & Maintenance	\$1,246.60	\$12,776.06	\$15,000.00	85.17 %	\$2,223.94
030-100-6234	Non-Capitalized Assets	\$0.00	\$2,337.70	\$3,500.00	66.79 %	\$1,162.30
030-100-6420	Water Services	\$37.82	\$494.28	\$378.00	130.76 %	(\$116.28)
030-100-6425	Sewer Services	\$56.81	\$679.01	\$754.00	90.05 %	\$74.99
030-100-6430	Electricity Services	\$0.00	\$13,975.57	\$16,274.00	85.88 %	\$2,298.43
030-100-6435	Internet Services	\$70.00	\$840.00	\$600.00	140.00 %	(\$240.00)
030-100-6440	Telephone Services	\$242.96	\$3,484.81	\$4,662.00	74.75 %	\$1,177.19
030-100-6445	Refuse Services	\$17.85	\$232.20	\$0.00		(\$232.20)
030-100-6520	Permits	\$0.00	\$2,700.00	\$0.00		(\$2,700.00)
030-100-6610	Gas & Oil	\$237.51	\$892.30	\$1,000.00	89.23 %	\$107.70
030-100-6720	Chemicals & Lab Supplies	\$2,123.70	\$18,371.69	\$23,588.00	77.89 %	\$5,216.31
030-100-6722	Water/Sewer Analysis	\$84.60	\$2,733.40	\$4,975.00	54.94 %	\$2,241.60

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$5,306.21</b>	<b>\$86,407.40</b>	<b>\$103,987.00</b>	<b>83.09 %</b>	<b>\$17,579.60</b>
<b>CAPITAL OUTLAY</b>						
030-100-8018	Capital Outlay - Software	\$0.00	\$150.00	\$7,955.00	1.89 %	\$7,805.00
030-100-8020	Capital Outlay - Other Improvements	\$0.00	\$24,640.00	\$28,000.00	88.00 %	\$3,360.00
<b>Total CAPITAL OUTLAY</b>		<b>\$0.00</b>	<b>\$24,790.00</b>	<b>\$35,955.00</b>	<b>68.95 %</b>	<b>\$11,165.00</b>
<b>Total ADMINISTRATION</b>		<b>\$15,577.28</b>	<b>\$255,750.36</b>	<b>\$297,490.00</b>	<b>85.97 %</b>	<b>\$41,739.64</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>NON-DEPARTMENTAL</b>						
<b>DEBT SERVICE</b>						
030-800-7020	Loan Principal	\$0.00	\$14,438.30	\$14,438.00	100.00 %	(\$0.30)
030-800-7021	Loan Interest	\$0.00	\$2,839.03	\$2,839.00	100.00 %	(\$0.03)
030-800-7122	Loan Principal - SPWF	\$0.00	\$3,856.27	\$3,856.00	100.01 %	(\$0.27)
030-800-7123	Loan Interest - SPWF	\$0.00	\$3,566.24	\$3,566.00	100.01 %	(\$0.24)
030-800-7124	Loan Principal - RD	\$0.00	\$15,244.00	\$15,244.00	100.00 %	\$0.00
030-800-7125	Loan Interest - RD	\$0.00	\$24,136.00	\$24,137.00	100.00 %	\$1.00
<b>Total DEBT SERVICE</b>		<b>\$0.00</b>	<b>\$64,079.84</b>	<b>\$64,080.00</b>	<b>100.00 %</b>	<b>\$0.16</b>
<b>OTHER REQUIREMENTS</b>						
030-800-9020	Transfer to water Reserve Fund	\$0.00	\$3,938.00	\$3,938.00	100.00 %	\$0.00
030-800-9050	Transfer to Equipment Fund	\$0.00	\$2,000.00	\$2,000.00	100.00 %	\$0.00
030-800-9990	Contingency	\$0.00	\$0.00	\$91,800.00	0.00 %	\$91,800.00
030-800-9993	Reserved for future use - Water	\$0.00	\$0.00	\$28,376.00	0.00 %	\$28,376.00
<b>Total OTHER REQUIREMENTS</b>		<b>\$0.00</b>	<b>\$5,938.00</b>	<b>\$126,114.00</b>	<b>4.71 %</b>	<b>\$120,176.00</b>
<b>Total NON-DEPARTMENTAL</b>		<b>\$0.00</b>	<b>\$70,017.84</b>	<b>\$190,194.00</b>	<b>36.81 %</b>	<b>\$120,176.16</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total WATER FUND</b>		<b>\$15,577.28</b>	<b>\$325,768.20</b>	<b>\$487,684.00</b>	<b>66.80 %</b>	<b>\$161,915.80</b>



Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>SEWER FUND</b>						
<b>ADMINISTRATION</b>						
<b>PERSONAL SERVICES</b>						
040-100-5010	City Administrator	\$1,666.51	\$18,925.78	\$18,739.00	101.00 %	(\$186.78)
040-100-5014	City Clerk	\$1,597.96	\$19,175.43	\$19,088.00	100.46 %	(\$87.43)
040-100-5050	Public Works Director	\$1,822.65	\$21,871.94	\$21,869.00	100.01 %	(\$2.94)
040-100-5052	Utility Worker I	\$0.00	\$12,418.38	\$13,087.00	94.89 %	\$668.62
040-100-5054	Utility Worker II	\$1,202.39	\$14,489.23	\$14,432.00	100.40 %	(\$57.23)
040-100-5058	Maintenance Worker I	\$286.98	\$3,198.85	\$3,216.00	99.47 %	\$17.15
040-100-5220	Overtime	\$564.54	\$5,059.12	\$7,388.00	68.48 %	\$2,328.88
040-100-5315	Social Security/Medicare(FICA)	\$546.28	\$7,278.21	\$8,182.00	88.95 %	\$903.79
040-100-5320	Worker's Comp	\$3.85	\$3,358.72	\$5,618.00	59.78 %	\$2,259.28
040-100-5350	Unemployment Insurance	\$0.00	\$0.00	\$8,028.00	0.00 %	\$8,028.00
040-100-5410	Health Insurance	\$1,758.98	\$27,840.00	\$28,764.00	96.79 %	\$924.00
040-100-5450	Public Employees Retirement	\$821.23	\$10,941.00	\$9,136.00	119.76 %	(\$1,805.00)
<b>Total PERSONAL SERVICES</b>		<b>\$10,271.37</b>	<b>\$144,556.66</b>	<b>\$157,547.00</b>	<b>91.75 %</b>	<b>\$12,990.34</b>
<b>MATERIALS &amp; SERVICES</b>						
040-100-6010	Auditing	\$0.00	\$3,900.00	\$3,900.00	100.00 %	\$0.00
040-100-6012	Legal Services	\$0.00	\$0.00	\$500.00	0.00 %	\$500.00
040-100-6014	Financial Services	\$198.25	\$2,255.75	\$3,408.00	66.19 %	\$1,152.25
040-100-6016	Engineering Services	\$0.00	\$0.00	\$1,000.00	0.00 %	\$1,000.00
040-100-6022	IT Services	\$154.01	\$1,838.46	\$5,185.00	35.46 %	\$3,346.54
040-100-6028	Other Contract Services	\$300.00	\$3,564.96	\$4,000.00	89.12 %	\$435.04
040-100-6110	Insurance And Bonds	\$0.00	\$5,730.88	\$6,413.00	89.36 %	\$682.12
040-100-6120	Publications, Printing & Dues	\$0.00	\$1,250.48	\$400.00	312.62 %	(\$850.48)
040-100-6126	Postage	\$60.00	\$1,163.20	\$1,500.00	77.55 %	\$336.80
040-100-6130	Office Supplies/Equipment	\$118.29	\$163.92	\$250.00	65.57 %	\$86.08
040-100-6134	General Supplies	\$94.24	\$1,201.23	\$2,000.00	60.06 %	\$798.77
040-100-6138	Bank Service Charges	\$0.00	\$595.67	\$1,350.00	44.12 %	\$754.33
040-100-6140	Travel & Training	\$147.50	\$597.50	\$1,500.00	39.83 %	\$902.50
040-100-6190	Miscellaneous Expenses	\$81.47	\$315.87	\$300.00	105.29 %	(\$15.87)
040-100-6220	Building Repair & Maintenance	\$0.00	\$114.99	\$1,000.00	11.50 %	\$885.01
040-100-6224	Equipment Repair & Maintenance	\$968.75	\$3,556.36	\$6,000.00	59.27 %	\$2,443.64
040-100-6230	Other Repair & Maintenance	\$0.00	\$193.01	\$12,500.00	1.54 %	\$12,306.99
040-100-6234	Non-Capitalized Assets	\$0.00	\$2,477.67	\$1,000.00	247.77 %	(\$1,477.67)
040-100-6420	Water Services	\$819.00	\$7,053.25	\$3,552.00	198.57 %	(\$3,501.25)
040-100-6425	Sewer Services	\$511.29	\$6,111.09	\$5,453.00	112.07 %	(\$658.09)
040-100-6430	Electricity Services	\$0.00	\$23,720.49	\$28,710.00	82.62 %	\$4,989.51
040-100-6440	Telephone Services	\$136.17	\$1,610.43	\$2,000.00	80.52 %	\$389.57
040-100-6445	Refuse Services	\$27.85	\$299.20	\$200.00	149.60 %	(\$99.20)
040-100-6520	Permits	\$100.00	\$2,635.00	\$6,000.00	43.92 %	\$3,365.00
040-100-6610	Gas & Oil	\$246.00	\$901.53	\$1,465.00	61.54 %	\$563.47
040-100-6720	Chemicals & Lab Supplies	\$525.84	\$11,090.39	\$14,000.00	79.22 %	\$2,909.61
040-100-6722	Water/Sewer Analysis	\$806.40	\$10,384.20	\$11,500.00	90.30 %	\$1,115.80
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$5,295.06</b>	<b>\$92,725.53</b>	<b>\$125,086.00</b>	<b>74.13 %</b>	<b>\$32,360.47</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>CAPITAL OUTLAY</b>						
040-100-8018	Capital Outlay - Software	\$0.00	\$150.00	\$7,955.00	1.89 %	\$7,805.00
<b>Total CAPITAL OUTLAY</b>		<b>\$0.00</b>	<b>\$150.00</b>	<b>\$7,955.00</b>	<b>1.89 %</b>	<b>\$7,805.00</b>
<b>Total ADMINISTRATION</b>		<b>\$15,566.43</b>	<b>\$237,432.19</b>	<b>\$290,588.00</b>	<b>81.71 %</b>	<b>\$53,155.81</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>NON-DEPARTMENTAL</b>						
<b>DEBT SERVICE</b>						
040-800-7020	Loan Principal	\$0.00	\$18,038.00	\$18,038.00	100.00 %	\$0.00
040-800-7021	Loan Interest	\$0.00	\$11,359.76	\$11,360.00	100.00 %	\$0.24
040-800-7122	Loan Principal - SPWF	\$0.00	\$3,856.26	\$3,856.00	100.01 %	(\$0.26)
040-800-7123	Loan Interest - SPWF	\$0.00	\$3,566.23	\$3,566.00	100.01 %	(\$0.23)
040-800-7124	Loan Principal - RD	\$0.00	\$6,095.00	\$6,095.00	100.00 %	\$0.00
040-800-7125	Loan Interest - RD	\$0.00	\$9,649.00	\$9,650.00	99.99 %	\$1.00
<b>Total DEBT SERVICE</b>		<b>\$0.00</b>	<b>\$52,564.25</b>	<b>\$52,565.00</b>	<b>100.00 %</b>	<b>\$0.75</b>
<b>OTHER REQUIREMENTS</b>						
040-800-9021	Transfer to Sewer Reserve Fund	\$0.00	\$1,575.00	\$1,575.00	100.00 %	\$0.00
040-800-9050	Transfer to Equipment Fund	\$0.00	\$2,000.00	\$2,000.00	100.00 %	\$0.00
040-800-9990	Contingency	\$0.00	\$0.00	\$6,138.00	0.00 %	\$6,138.00
<b>Total OTHER REQUIREMENTS</b>		<b>\$0.00</b>	<b>\$3,575.00</b>	<b>\$9,713.00</b>	<b>36.81 %</b>	<b>\$6,138.00</b>
<b>Total NON-DEPARTMENTAL</b>		<b>\$0.00</b>	<b>\$56,139.25</b>	<b>\$62,278.00</b>	<b>90.14 %</b>	<b>\$6,138.75</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total SEWER FUND</b>		<b>\$15,566.43</b>	<b>\$293,571.44</b>	<b>\$352,866.00</b>	<b>83.20 %</b>	<b>\$59,294.56</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>UTILITY DEPOSIT FUND</b>						
<b>ADMINISTRATION</b>						
<b>MATERIALS &amp; SERVICES</b>						
045-100-6907	Deposit Refunds	\$420.00	\$2,690.00	\$0.00		(\$2,690.00)
<b>Total MATERIALS &amp; SERVICES</b>		<b>\$420.00</b>	<b>\$2,690.00</b>	<b>\$0.00</b>		<b>(\$2,690.00)</b>
<b>Total ADMINISTRATION</b>		<b>\$420.00</b>	<b>\$2,690.00</b>	<b>\$0.00</b>		<b>(\$2,690.00)</b>
<b>Total UTILITY DEPOSIT FUND</b>		<b>\$420.00</b>	<b>\$2,690.00</b>	<b>\$0.00</b>		<b>(\$2,690.00)</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>EQUIPMENT FUND</b>						
<b>ADMINISTRATION</b>						
<b>CAPITAL OUTLAY</b>						
050-100-8014	Capital Outlay - Vehicles & Equipment	\$0.00	\$0.00	\$40,995.00	0.00 %	\$40,995.00
<b>Total CAPITAL OUTLAY</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40,995.00</b>	<b>0.00 %</b>	<b>\$40,995.00</b>
<b>Total ADMINISTRATION</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40,995.00</b>	<b>0.00 %</b>	<b>\$40,995.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total EQUIPMENT FUND</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40,995.00</b>	<b>0.00 %</b>	<b>\$40,995.00</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>DEBT RESERVE FUND</b>						
<b>NON-DEPARTMENTAL</b>						
<b>OTHER REQUIREMENTS</b>						
055-800-9030	Transfer to Water Fund	\$0.00	\$7,714.74	\$39,381.00	19.59 %	\$31,666.26
055-800-9040	Transfer to Sewer Fund	\$0.00	\$15,745.00	\$15,745.00	100.00 %	\$0.00
055-800-9993	Reserved for future use - Water	\$0.00	\$0.00	\$149,120.00	0.00 %	\$149,120.00
055-800-9997	Reserved for future use - Sewer	\$0.00	\$0.00	\$28,701.00	0.00 %	\$28,701.00
<b>Total OTHER REQUIREMENTS</b>		<b>\$0.00</b>	<b>\$23,459.74</b>	<b>\$232,947.00</b>	<b>10.07 %</b>	<b>\$209,487.26</b>
<b>Total NON-DEPARTMENTAL</b>		<b>\$0.00</b>	<b>\$23,459.74</b>	<b>\$232,947.00</b>	<b>10.07 %</b>	<b>\$209,487.26</b>



Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
<b>Total DEBT RESERVE FUND</b>		<b>\$0.00</b>	<b>\$23,459.74</b>	<b>\$232,947.00</b>	<b>10.07 %</b>	<b>\$209,487.26</b>

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance	
	<b>Grand Totals</b>		<b>\$57,717.46</b>	<b>\$996,604.45</b>	<b>\$2,099,579.00</b>	<b>47.47 %</b>	<b>\$1,102,974.55</b>

## Totals By Fund

Fund Number	Title	Period	Fiscal	Budget	% of Total	Balance
010-000-0000	GENERAL FUND	\$21,804.98	\$253,847.10	\$522,867.00	48.55 %	\$269,019.90
012-000-0000	STREET FUND	\$2,991.20	\$74,232.96	\$192,821.00	38.50 %	\$118,588.04
014-000-0000	BBJ FESTIVAL FUND	\$1,357.57	\$23,035.01	\$31,216.00	73.79 %	\$8,180.99
017-000-0000	SDC FUND	\$0.00	\$0.00	\$214,186.00	0.00 %	\$214,186.00
020-000-0000	WATER RESERVE FUND	\$0.00	\$0.00	\$15,752.00	0.00 %	\$15,752.00
021-000-0000	SEWER RESERVE FUND	\$0.00	\$0.00	\$8,245.00	0.00 %	\$8,245.00
030-000-0000	WATER FUND	\$15,577.28	\$325,768.20	\$487,684.00	66.80 %	\$161,915.80
040-000-0000	SEWER FUND	\$15,566.43	\$293,571.44	\$352,866.00	83.20 %	\$59,294.56
045-000-0000	UTILITY DEPOSIT FUND	\$420.00	\$2,690.00	\$0.00		(\$2,690.00)
050-000-0000	EQUIPMENT FUND	\$0.00	\$0.00	\$40,995.00	0.00 %	\$40,995.00
055-000-0000	DEBT RESERVE FUND	\$0.00	\$23,459.74	\$232,947.00	10.07 %	\$209,487.26
<b>Grand Totals</b>		<b>\$57,717.46</b>	<b>\$996,604.45</b>	<b>\$2,099,579.00</b>	<b>47.47 %</b>	<b>\$1,102,974.55</b>

**Lowell Municipal Court**

**Revenues**

4th Qtr FY 17-18	Revenue
Apr-18	\$ 300.00
May-18	\$ 125.00
Jun-18	\$ 185.00
<b>Total Revenues</b>	<b>\$ 610.00</b>

**Expenses**

4th Qtr FY 17-18	Assessments	Bailiff	Judge	CC Bank Charges	Collection Expenses	Citation Refunds	Total
Apr-18		\$ 47.67	\$ 150.00				
May-18		\$ 47.67	\$ 150.00				
Jun-18	\$ 45.00						
<b>Total Expenses</b>	<b>\$ 45.00</b>	<b>\$ 95.34</b>	<b>\$ 300.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 440.34</b>

**Revenue Distribution**

4th Qtr Revenue	\$ 610.00
Less 10% Admin Fee	\$ 61.00
Less Court Expenses	\$ 440.34
<b>Net Revenue</b>	<b>\$ 108.66</b>

**City of Oakridge**

50% Net Revenue	\$ 54.33
Bailiff	\$ 95.34
<b>Total</b>	<b>\$ 149.67</b>

**Amount to be paid to City of Oakridge**

**City of Lowell**

50% Net Revenue	\$ 54.33
Judge	\$ 300.00
10% Admin Fee	\$ 61.00
<b>Total</b>	<b>\$ 415.33</b>

**Amount to be paid to City of Lowell**



# Employee Accruals

Pay period: 2018 - June - 2nd pay period

Component	Starting Balance	Earned	Used	Balance
<b>Baker, Max</b>				
Sick	325.00	4.00	0.00	329.00
Vacation	33.90	5.00	0.00	38.90
	<b>358.90</b>	<b>9.00</b>	<b>0.00</b>	<b>367.90</b>
<b>Cobb, Jared B</b>				
Sick	225.00	4.00	0.00	229.00
Vacation	199.45	6.67	0.00	206.12
	<b>424.45</b>	<b>10.67</b>	<b>0.00</b>	<b>435.12</b>
<b>Daigneault, Robert G.</b>				
Sick	64.50	2.50	0.00	67.00
Vacation	36.10	2.10	0.00	38.20
	<b>100.60</b>	<b>4.60</b>	<b>0.00</b>	<b>105.20</b>
<b>Donnell, Joyce</b>				
Sick	501.50	4.00	0.00	505.50
Vacation	148.10	5.00	0.00	153.10
	<b>649.60</b>	<b>9.00</b>	<b>0.00</b>	<b>658.60</b>
<b>Von Flatern, Thomas J</b>				
Sick	60.50	4.00	0.00	64.50
Vacation	132.00	5.00	0.00	137.00
	<b>192.50</b>	<b>9.00</b>	<b>0.00</b>	<b>201.50</b>
<b>Grand Total:</b>	<b>1,726.05</b>	<b>42.27</b>	<b>0.00</b>	<b>1,768.32</b>

Component	Starting Balance	Earned	Used	Balance
Sick	1,176.50	18.50	0.00	1,195.00
Vacation	549.55	23.77	0.00	573.32
<b>Grand Total:</b>	<b>1,726.05</b>	<b>42.27</b>	<b>0.00</b>	<b>1,768.32</b>

## AGENDA ITEM SUMMARY

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**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** July 13, 2018  
**SUBJECT:** Monthly Police Report

- DISCUSSION
- ACTION
- RESOLUTION
- ORDINANCE
- PROCLAMATION
- REPORT

**SUMMARY:**

The Monthly Police Report for June is presented for your review and discussion.

**FISCAL IMPACT:**

None.

**COURSES OF ACTION:**

This item is presented for purposes of review and discussion.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. June Police Report

## LOWELL PATROL LOG JUNE 2018

DATE	OFFICERS	START TIME	END TIME	# HOURS	CONTACTS	ARRESTS	CITES	WARNINGS	CALLS	REPORT #
4-Jun	406	1:00	2:30	1:30						
5-Jun	406	23:30	1:00	1:30						
6-Jun	407	0:00	1:30	1:30						
6-Jun	407	0:00	1:30	1:30						
6-Jun	407	22:00	23:30	1:30						
6-Jun	401	18:00	19:30	1:30						
9-Jun	406	2:30	4:00	1:30						
9-Jun	429	16:00	18:30	2:30			2			
9-Jun	421	16:00	18:30	2:30						
11-Jun	406	23:00	1:00	2:00						
11-Jun	407	22:00	23:30	1:30						
12-Jun	407	0:00	2:00	2:00						
14-Jun	407	0:00	1:30	1:30						
15-Jun	406	23:00	0:30	1:30						
16-Jun	406	18:30	21:30	3:00						
17-Jun	406	2:15	3:45	1:30						
21-Jun	406	23:30	0:30	1:00						
22-Jun	406	2:00	3:30	1:30						
22-Jun	406	16:30	17:30	1:00						
25-Jun	407	0:00	1:30	1:30						
<b>REMAINING CONTRACT HOURS SAVED FOR FESTIVAL</b>										
<b>TOTAL HOURS</b>				<b>33.5</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>

FFIC VIOLATIONS	CITATION	WARNING
SPEED	2	
DWS		
FAIL TO SIGNAL		
STOP VIOLATIONS		
OTHER MOVING		
NON-MOVING		
DEFECTIVE EQUIPMENT		
SEAT BELT		
NO LICENSE		
REGISTRATION VIOLATIONS		
NO INSURANCE		
ALCOHOL/MARIJUANA		
NO PROOF INSURANCE		
<b>TOTAL</b>	<b>2</b>	<b>0</b>

DATE	TIME	DESCRIPTION
9-Jun	16:12	Traffic Stop Jasper Lowell Road
	16:34	Traffic Stop Jasper Lowell Road



**AGENDA ITEM SUMMARY**

---

**TO:** Mayor Bennett and Council  
**FROM:** Max Baker, Public Works Director  
**DATE:** July 13, 2018  
**SUBJECT:** Public Works Report

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

**SUMMARY:**

The attached Public Works Report is for the period of June 9 – July 13. The report covers the following topics: Streets and Parks, Wastewater Treatment Plant, Water Treatment Plant, and Code Enforcement.

**FISCAL IMPACT:**

N/A

**COURSES OF ACTION:**

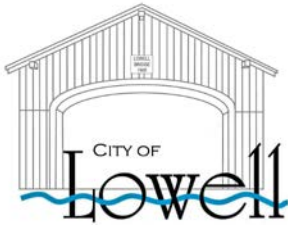
This item is presented for purposes of review and discussion.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. Public Works Report



**Public Works Department**  
P.O. Box 490 Lowell, OR 97452  
Phone: 541-937-2157  
Fax: 541-937-2936  
Email: [mbaker@ci.lowell.or.us](mailto:mbaker@ci.lowell.or.us)

---

**TO:** Mayor Bennett and Council  
**FROM:** Max Baker, Public Works Director  
**DATE:** July 13, 2018  
**SUBJECT:** Public Works Report

### **Streets and Parks**

Staff is working on clearing vegetation down on Pacific Crest Way.

Staff is also beginning preparations for BBJ.

Park inspections are complete for July.

### **Wastewater Treatment Plant**

Lift Station level sensing transducer was replaced after the existing one failed. New high and low-level floats will be installed later this week to act as a backup in the event of another probe failure.

### **Water Treatment Plant**

Staff installed one new residential water service connection.

Sampling results last week for Cyanotoxins were non- detects. Monday, we began using the DEQ laboratory for cyanotoxin testing and the new administrative rules went into effect on July 1<sup>st</sup>.

### **Code Enforcement**

Quarter 3 city wide code enforcement will be scheduled for after court on July 19<sup>th</sup>.

Door Hangers	3
Letters	2
Vehicles	-
Citations	-
Verbal	2 for vegetation

## AGENDA ITEM SUMMARY

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** July 13, 2018  
**SUBJECT:** Draft Committee Minutes

**DISCUSSION**  
 **ACTION**  
 **RESOLUTION**  
 **ORDINANCE**  
 **PROCLAMATION**  
 **REPORT**

**SUMMARY:**

The most recent draft minutes for the Parks and Recreation Committee and Blackberry Jam Festival Committee are attached for your review.

**FISCAL IMPACT:**

N/A

**COURSES OF ACTION:**

For review and discussion only.

**RECOMMENDATION:**

For review and discussion only.

**ATTACHMENTS:**

1. Draft minutes for the Blackberry Jam Festival Committee for July 10, 2018.
2. Draft minutes for the Parks and Recreation Committee for July 12, 2018.

**City of Lowell, Oregon**  
**Minutes of the Blackberry Jam Festival Committee Meeting**  
**July 10, 2018**

The meeting was called to order at 7:12 PM by Vice-Chair Michael Galvin

**Members Present:** Warren Weathers, Pam Baumann, Tim Stratis, Aaron Graham, Mike & Virginia Galvin, Bill Schneider, George Wild, Nate Anderson, Gerry Burr, , Rhett Gedies, Patty Jo Angelini, Joyce Donnell, CA - Jared Cobb

**Approval of Minutes:** Minutes of June 12, 2018 Rhett Gedies moved to approve, second by Gerry Burr. Approved by consensus.

**Old Business:**

Financial: CA presented June financial report.

Public Relations: Patty Jo stated she will start promoting events on social media.

Programs & Advertising: Programs are here and being distributed, more will be coming tomorrow to City Hall. Positive feedback has been received on appearance of the program.

Sponsorship: Waiting on Emerald Valley Dental, and discussion on updating sponsor form to include information about needing a booth space.

Crafts: Pam stated she has opened the East end of the park along the sidewalk, for vendors, and needs to know if any sponsors will be needing a booth space.

Food Vendors: Rhett reported he has 8 vendors line up, with the addition of a vegan/organic vendor. He will follow up on a fee payment from the nonprofit vendor.

Entertainment: No report, need to fill one performance slot on Saturday from 2-3 PM.

Quilt Show: Gerry submitted \$776 in ticket sales, and the quilt is on display at Banner Bank.

Car Show: Nate reported he has 24 preregistered, and is looking for more door prizes. Jim Burford has offered to sell the car port used by the car show for \$100, it will be stored at City Hall temporarily.

5KRun: Daniele provided email stating everything is a go, and Insurance Certificate will be provided to County.

Parade: It was reported the Fire Chief has taken care of the permitting, and North Shore will be blocked off Saturday morning.

Fishing Derby: Warren stated sales are as expected.

Kidz Korner: No report.

Grease Pole Climb: Tim is planning for 2 age groups, and he will be out of town on Friday, so he is looking for someone to cover for him until he gets there.

Pie Baking/ Eating Contest/ Coins in the Hay: No report

RC Airplanes: Bill reported they have a float for the parade, and will handing out foam rockets. He spoke on the expense and difficulty it has become to have this event with all the permitting requirements from the government entities. He and his wife have been working hard to clear the area of debris for the event.

Horseshoe Event: Brad provided a written report.

K9 Event: George stated he has requested they bring competition equipment to be used in their performance.

Garbage: The gator that has been used in the past is currently out of commission, but hoping to have it working in time for the jam.

Layout/set-up/Grounds: Plans are to start setting up canopies on Thursday. Pam requested that the hole in front of the restroom/ light pole be filled in with dirt.

Toilets: Arrangements made same as last year.

City: CA reported all the Liability Certificates have been obtained, and the Oakridge Police Dept. will be here during the day.

Security: George sent a reminder, scheduled for 10 PM – 6 AM coverage, Friday and Saturday.

**New Business:** None

**Other Business:** The new information booth sign was displayed, event t-shirts were provided, and a request for volunteers to work the information booth was made.

Volunteers will meet at Rolling Rock Park on Tuesday, July 24, 2018 at 6 PM to review setup for the event.

**Adjourn: 8:07 PM**

---

**Vice-Chair Michael Galvin**

**Attest:** \_\_\_\_\_  
**City Recorder – Jared Cobb**

**City of Lowell**  
**Parks and Recreation Committee Meeting Minutes**  
**Thursday, July 12, 2018**  
**Lowell City Hall**

**Call to Order: 6:10 P.M. by Chair Hall O'Regan**

**Committee Members Present:** Hall O'Regan, Tristan Woodhurst, Pat Woodhurst,  
**Committee Members Absent:** George Wild, Tony Moreci

**Approval of the minutes: Pat Woodhurst moved to approve minutes from June 7, 2018 second by Hall O'Regan. PASS 3:0**

**Old Business:**

- **Discussion of Railroad Park Improvements** – Pat stated he and Tristan did walk the trail, and think it will be great asset when it is cleaned up. CA is in contact ODF to help with thinning the brush.
- **Update on Paul Fisher Park Irrigation Project** – CA reported he has reached out to 7 different firms, only Rexius has made contact, and said their lead time is two weeks. Will keep trying to get 3 firms to come out and bid project.

Tony Moreci arrived at at 6:20.

**New Business:**

- **Review Yard of the Month Nominations** – CA reported that he has not received any nominations. CA displayed the yard of the month sign that is placed in the winner's yard. Ideas for encouraging nominations was discussed. **Pat Woodhurst move to table the Yard of the Month Nomination until next month, second by Tony Moreci. PASS 4:0**
- **Other business:** CA stated the security camera's will be installed next week at Rolling Rock Park.

**Adjourn: 6:27 P.M.**

---

**Hall O'Regan – Chair**

**Attest:** \_\_\_\_\_  
**Jared Cobb – City Recorder**

**AGENDA ITEM SUMMARY**

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** July 13, 2018  
**SUBJECT:** Public Works Truck Replacement

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

**SUMMARY:**

The Public Works Department has an aging fleet of vehicles that have required some major repairs. To avoid these expenses, it is good general practice to replace high use vehicles every 5-10 years. The current fleet is as follows: (1) 2001 Ford Ranger, (2) 2002 Ford F-150, and (3) 2017 Ram 1500. This request is to replace the 2002 Ford F-150.

**FISCAL IMPACT:**

The truck would be purchased from the Equipment Fund, which has a current balance of \$42,803. The request is to authorize the purchase of a ½ ton truck for an amount not to exceed \$28,000.

**COURSES OF ACTION:**

1. Motion to approve the purchase of a ½ ton pickup truck through the Oregon Cooperative Procurement Program for an amount not to exceed \$28,000.
2. Provide other direction to the City Administrator.

**RECOMMENDATION:**

1. Motion to approve the purchase of a ½ ton pickup truck through the Oregon Cooperative Procurement Program for an amount not to exceed \$28,000.

**ATTACHMENTS:**

1. Vehicle Quotes

**Matt McCowan**

---

**From:** Jared Cobb <jcobb@ci.lowell.or.us>  
**Sent:** Friday, June 29, 2018 12:30 PM  
**To:** Matt McCowan  
**Cc:** Max Baker  
**Subject:** RE: 2018 RAM 1500 CREW CAB 6'4" 4X2

Hi Matt,

I apologize this procurement was delayed. If necessary, please send an updated quote for the following:

- Ram 1500 Crew
- Tradesmen
- 4x2
- V8
- Automatic transmission
- 6'4" Box
- Bedliner
- Tow package
- Bluetooth
- Power windows and locks
- Keyless entry
- Back up camera

Best regards,

Jared Cobb  
City Administrator  
City of Lowell  
107 East Third Street  
Lowell, OR 97452  
B: 541-937-2157  
C: 541-556-8160

---

**From:** Matt McCowan [mailto:matt@withnellauto.com]  
**Sent:** Friday, May 11, 2018 9:10 AM  
**To:** Jared Cobb <jcobb@ci.lowell.or.us>  
**Subject:** 2018 RAM 1500 CREW CAB 6'4" 4X2

Thanks, Matt



WITHNELL DODGE  
 2650 COMMERCIAL SE  
 SALEM, OR 973024451

Configuration Preview

Date Printed: 2018-06-29 3:55 PM  
 Estimated Ship Date:

VIN:  
 VON:

Quantity: 1  
 Status: BA - Pending order  
 FAN 1: 48979 State of Oregon  
 FAN 2:  
 Client Code:  
 Bid Number: TB8273  
 PO Number:

Sold to:  
 WITHNELL DODGE (56440)  
 2650 COMMERCIAL SE  
 SALEM, OR 973024451

Ship to:  
 WITHNELL DODGE (56440)  
 2650 COMMERCIAL SE  
 SALEM, OR 973024451

Vehicle: 2018 1500 ST CREW CAB 4X2 (149 in WB 6 FT 4 IN box) (DS1L91)

	Sales Code	Description	MSRP(USD)
Model:	DS1L91	1500 ST CREW CAB 4X2 (149 in WB 6 FT 4 IN box)	33,995
Package:	27B	Customer Preferred Package 27B	0
	EZH	5.7L V8 HEMI MDS VVT Engine	0
	DFD	8-Spd Auto 8HP70 Trans (Buy)	0
Paint/Seat/Trim:	PW7	Bright White Clear Coat	0
	APA	Monotone Paint	0
	*TX	HD Vinyl 40/20/40 Split Bench Seat	0
	-X8	Black/Diesel Gray	0
Options:	4DH	Prepaid Holdback	0
	4ES	Delivery Allowance Credit	0
	MAF	Fleet Purchase Incentive	0
	GXM	Remote Keyless Entry with All-Secure	190
	UA1	Uconnect 3.0	195
	XHC	Trailer Brake Control	295
	5N6	Easy Order	0
	4FM	Fleet Option Editor	0
	4FT	Fleet Sales Order	0
	170	Zone 70-Phoenix Arizona	0
	4EA	Sold Vehicle	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0
Bid Number:	TB8273	Government Incentives	0
Destination Fees:			1,395

Total Price: 36,070

Order Type: Fleet  
 Scheduling Priority: 1-Sold Order  
 Customer Name:  
 Customer Address: USA

PSP Month/Week:  
 Build Priority: 99

Instructions:

23252.<sup>00</sup>  
 priv. tax 1/b.<sup>26</sup>

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

RON TONKIN CJDRF  
 16800 S E MCLOUGHLIN BLVD  
 MILWAUKIE, OR 972674956

Configuration Preview

Date Printed: 2018-07-02 5:34 PM  
 Estimated Ship Date:

VIN:  
 VON:

Quantity: 1  
 Status: BA - Pending order  
 FAN 1: 75669 Professional Fleet Management  
 FAN 2: LCP10 COMMERCIAL LEASE - POOL  
 Client Code:  
 Bid Number:  
 PO Number:

Sold to:  
 RON TONKIN CJDRF (60706)  
 16800 S E MCLOUGHLIN BLVD  
 MILWAUKIE, OR 972674956

Ship to:  
 RON TONKIN CJDRF (60706)  
 16800 S E MCLOUGHLIN BLVD  
 MILWAUKIE, OR 972674956

Vehicle: 2019 1500 TRADESMAN CREW CAB 4X2 (153.5 in WB 6 FT 4 IN box) (DT1L91)

	Sales Code	Description	MSRP(USD)	FWP(USD)
Model:	DT1L91	1500 TRADESMAN CREW CAB 4X2 (153.5 in WB 6 FT 4 IN box)	34,795	33,359
Package:	27A	Customer Preferred Package 27A	0	0
	EZL	5.7L V8 HEMI MDS VVT eTorque Engine	1,995	1,815
	DFR	8-Spd Auto 8HP75 Trans (Buy-US)	0	0
Paint/Seat/Trim:	PW7	Bright White Clear Coat	0	0
	APA	Monotone Paint	0	0
	*TX	HD Vinyl 40/20/40 Split Bench Seat	0	0
	-X8	Black/Diesel Gray	0	0
Options:	AS9	Tradesman Group - <i>class IV Hitch/Spray-in bedliner</i>	845	769
	5N6	Easy Order	0	0
	4FM	Fleet Option Editor	0	0
	4FT	Fleet Sales Order	0	0
	170	Zone 70-Phoenix Arizona	0	0
	4EA	Sold Vehicle	0	0
	4WA	Misc Commercial Account	0	0
Non Equipment:	4WA	Misc Commercial Account	0	0
Discounts:	YGE	5 Additional Gallons of Gas	0	14
Destination Fees:			1,645	1,645
<b>Total Price:</b>			<b>39,280</b>	<b>37,602</b>

Order Type: Fleet  
 Scheduling Priority: 1-Sold Order  
 Customer Name:  
 Customer Address:

PSP Month/Week:  
 Build Priority: 99

Instructions: USA

\$27,250<sup>00</sup>

*Note: Delivery to the City of Lowell, please  
 add: \$220<sup>00</sup>*

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

**AGENDA ITEM SUMMARY**

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**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** July 13, 2018  
**SUBJECT:** LCOG Contract for Attorney Services

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

**SUMMARY:**

The City has contracted with LCOG to serve as the City Attorney since 2014. Our current contract has expired. The proposed contract would provide the same scope of services with two changes: 1) not-to-exceed amount of \$5,000 per year (unless amended by Council) and 2) instead of an expiration date, provides a 30-day termination clause.

**FISCAL IMPACT:**

The Adopted FY 2018-19 Budget includes \$5,000 for City Attorney services.

**COURSES OF ACTION:**

1. Motion to approve the Intergovernmental Agreement with LCOG for City Attorney Services, as presented.
2. Motion to approve the Intergovernmental Agreement with LCOG for City Attorney Services, as amended.

**RECOMMENDATION:**

Motion to approve the Intergovernmental Agreement with LCOG for City Attorney Services, as presented.

**ATTACHMENTS:**

1. Intergovernmental Agreement with LCOG for City Attorney Services

## INTERGOVERNMENTAL AGREEMENT

**BETWEEN:** Lane Council of Governments (LCOG), an organization of governments within Lane County, Oregon

**AND:** City of Lowell (AGENCY), a unit of local government of the State of Oregon

**EFFECTIVE DATE:** July 1, 2018

### RECITALS

- A. ORS 190.010 provides that units of local government may enter into agreements for the performance of any and all functions and activities that any party to the agreement, its officers, or agents have the authority to perform.
- B. Provision of services for the remuneration specified in this agreement will mutually benefit the parties.
- C. AGENCY and LCOG desire to enter into an agreement where-in LCOG will provide the services described in this agreement and Attachment A (attached hereto and incorporated herein by reference).

### AGREEMENT

- 1. **Duration.** The agreement term shall be perpetual until terminated pursuant to Paragraph 4 or amended pursuant to Paragraph 5 of this agreement.
- 2. **Services to be Provided.** LCOG agrees to provide City Attorney services to AGENCY as outlined in Attachment A, Work Program.
- 3. **Compensation.** AGENCY shall pay LCOG upon receipt of an invoice, which shall be issued quarterly unless otherwise agreed to by the parties in writing. The invoice will reflect hourly rates for LCOG personnel plus any direct expenses associated with the Work performed. The total cost of this agreement shall not exceed \$5,000 annually.
- 4. **Termination.** Upon thirty days' prior written notice delivered to the persons designated in Paragraph 6 to receive notice, either party, without cause, may terminate its participation in this agreement.
- 5. **Amendments.** This agreement may be modified or extended by written amendment signed by both parties.
- 6. **Administration.** Each party designates the following person as its representative for purposes of administering this agreement. Either party may change its designated representative by giving written notice to the other as provided in paragraph 14.

For LCOG: Anne Davies  
859 Willamette St., Suite 500  
Eugene, OR 97401-2910  
Ph: 541-682-4040

For City of Lowell  
Jared Cobb  
PO Box 490  
Lowell, OR 97452  
Ph:541-937-2157

- 7. **Records/Inspection.** AGENCY and LCOG shall each maintain records of its costs and expenses under this agreement for a period of not less than three full fiscal years following completion of this agreement. Upon reasonable advance notice, either party or its authorized representatives may from time to time inspect, audit, and make copies of the other party's records related to this agreement.
- 8. **Indemnification.** To the extent allowed by the Oregon Constitution and the Oregon Revised Statutes, each of the parties hereto agrees to indemnify, defend, and save the other harmless from any claims, liability or

damages including attorney fees, at trial and on appeal, arising out of any error, omission or act of negligence on the part of the indemnifying party, its officers, agents, or employees in the performance of this agreement.

- 9. Dispute Resolution.** The parties shall exert every effort to cooperatively resolve any disagreements they may have under this Agreement. In the event that the parties alone are unable to resolve any conflict under this Agreement, they agree to present their disagreements to a mutually agreeable mediator for mediation. Each party shall bear its own costs for mediation and the parties shall share the cost of the mediator. This mediation procedure shall be followed to its conclusion prior to either party seeking relief from the court, except in the case of an emergency.

If the dispute remains unresolved through mediation, the parties may agree in writing to submit the dispute to arbitration, using such arbitration process as they may choose at the time and which includes the following conditions:

- a. The location of the arbitration shall be in Eugene, Oregon;
- b. Each party shall bear its own costs (except arbitration filing costs), witness fees, and attorney fees;
- c. Arbitration filing costs and any arbitrator's fees will be divided equally between the parties; and
- d. Judgment upon the award rendered by the arbitrator may be entered in the Circuit Court in Lane County, Oregon.

- 10. Insurance.** Each party working under this agreement is either a subject employer under the Oregon Worker's Compensation Law and shall comply with ORS 656.017, which requires each to provide Worker's Compensation coverage for all its subject workers, or is an employer that is exempt under ORS 656.126.
- 11. Subcontracting.** LCOG shall not subcontract the Work under this agreement, in whole or in part, without the AGENCY's prior written approval. LCOG shall require any approved subcontractor to agree, as to the portion of the Work subcontracted, to comply with all obligations of LCOG specified in this agreement. Notwithstanding the AGENCY's approval of a subcontractor, LCOG shall remain obligated for full performance of this agreement and AGENCY shall incur no obligation to any sub-contractor.
- 12. Assignment.** Neither party shall assign this agreement in whole or in part, or any right or obligation hereunder, without the other party's written approval.
- 13. Compliance With Laws.** LCOG shall comply with all applicable federal, state, and local laws, rules, ordinances, and regulations at all times and in the performance of the Work, including all applicable State and local public contracting provisions.
- 14. Notices.** Any notices permitted or required by this agreement shall be deemed given when personally delivered or upon deposit in the United States mail, postage fully prepaid, certified, return receipt requested, addressed to the representative designated in paragraph 6. Either party may change its address by notice given to the other in accordance with this paragraph.
- 15. Integration.** This agreement embodies the entire agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein. This agreement shall supersede all prior communications, representations or agreements, either oral or written, between the parties.
- 16. Interpretation.** This agreement shall be governed by and interpreted in accordance with the laws of the State of Oregon.

**LANE COUNCIL OF GOVERNMENTS:**

**AGENCY: CITY OF LOWELL**

**By:** \_\_\_\_\_  
Brendalee S. Wilson, Executive Director

**By:** \_\_\_\_\_  
Jared Cobb, City Administrator

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **ATTACHMENT A WORK PROGRAM**

On request of AGENCY, LCOG shall provide the following services:

LCOG agrees to provide city attorney services to the City of Lowell (City). LCOG and the City anticipate that the City will require up to 10 hours of city attorney services per month. These services will include legal counsel and options to City staff, City Council, and City committees and commissions. As needed, LCOG will also coordinate and consult with special counsel and will prepare and present trainings to City staff, City Council, and City committees and commissions. The City and LCOG understand and agree that through this agreement, LCOG may only represent the interests of the City.

The City and LCOG understand and agree that the majority of correspondence between the City and LCOG will occur by e-mail or phone. LCOG may appear at city meetings; however, LCOG will require as much advance notice as possible. Without at least three days' advance notice, LCOG may not guarantee in person appearances. If LCOG is unable to attend a meeting in person, LCOG will make every attempt to be available by conference call.

**AGENDA ITEM SUMMARY**

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** July 13, 2018  
**SUBJECT:** Legislative Priorities

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

**SUMMARY:**

The League of Oregon Cities has identified 29 legislative issues and has requested communities to identify their four highest and lowest priorities. The LOC will use the survey to help determine the LOC 2019 legislative agenda. Council identified their three top priorities at the last work session, but will need to identify one additional priority, four lowest priorities, and formally recommend the priorities to the LOC.

**FISCAL IMPACT:**

N/A

**COURSES OF ACTION:**

Highest: 1) Mental Health Investment, 2) 3<sup>rd</sup> Party Building Inspection, 3) Wastewater Technical Assistance, and Annexation Flexibility/Beer & Cider Tax Increase/Broadband Infrastructure  
Lowest: 9-1-1 Tax, Carbon Cap & Invest Program, Tobacco Taxes Share Increase, City Comparability for Compensation, Auto Theft, Green Energy Technology Requirements

**RECOMMENDATION:**

Motion to approve the 2019 Legislative Priority Ballot.

**ATTACHMENTS:**

1. Summary of Legislative Issues



1201 Court Street NE, Suite 200 • Salem, Oregon 97301  
(503) 588-6550 • (800) 452-0338 • Fax: (503) 399-4863  
[www.orcities.org](http://www.orcities.org)

June 6, 2018

Dear Chief Administrative Official:

For the past three months, eight policy committees have been working to identify and propose specific actions as part of the League's effort to develop a pro-active legislative agenda for the 2019 session. They have identified legislative objectives as set forth in the enclosed ballot and legislative recommendation materials. These objectives span a variety of issues and differ in the potential resources required to seek their achievement. Therefore, it is desirable to prioritize them in order to ensure that efforts are focused where they are most needed.

While the attached ballot reflects the top policies developed in each of the policy committees, each undertook a broad look at a range of issues impacting cities. Many issues reflect the League's ongoing mission to support cities' work and their home rule authority to develop and use a variety of tools to meet the needs of residents but were not included in the ballot. Additional issues, such as addressing the housing shortage and the opioid crisis, are multifaceted and did not fit concisely into policy priorities. However, they remain as work the League intends to accomplish as it works with large groups of stakeholders in search of solutions.

Each city is being asked to review the recommendations of the policy committees and provide input to the LOC Board of Directors as it prepares to adopt the League's 2019 legislative agenda. After your city council has had the opportunity to review the proposals and discuss them with your staff, please return the enclosed ballot indicating the top four issues that your city council would like to see the League focus on during the 2019 session. **The deadline for response is August 3, 2018.** The board of directors will then review the results of this survey of member cities, along with the recommendations of the policy committees, and determine the League's 2019 legislative agenda.

Your city's participation and input will assist the board in creating a focused set of specific legislative targets that reflect the issues of greatest importance to cities. Thank you for your involvement, and thanks to those among you who gave many hours of time and expertise in developing these proposals.

Do not hesitate to contact me or Craig Honeyman, Legislative Director, with questions.

Sincerely,

Mike Cully  
Executive Director

Craig Honeyman  
Legislative Director

P.S. If you are reviewing the hard copy of this ballot and would like to view the linked material please visit the following web address and click on the links there:

<http://www.orcities.org/Portals/17/Legislative/2019PolicyBallotInformation.pdf>



## INSTRUCTIONS

1. Each city should submit one form that reflects the consensus opinion of its city council on the **top four** legislative priorities for 2018.
2. Simply place an **X or a check mark** in the space to the left of the city's top four legislative proposals (last pages of the packet).
3. The top four do not need to be prioritized.
4. Return by **August 3rd** via mail, fax or e-mail to:

Jenna Jones  
League of Oregon Cities  
1201 Court St. NE, Suite 200  
Salem, OR 97301  
Fax – (503) 399-4863  
[jjones@orcities.org](mailto:jjones@orcities.org)

**Thank you for your participation.**

Please check or mark 4 boxes with an X that reflects the top 4 issues that your city recommends be added to the priorities for the League's 2019 legislative agenda.

City of: \_\_\_\_\_

**Legislation**

<b>A. 9-1-1 Tax</b>	
<b>B. Annexation Flexibility</b>	
<b>C. Auto Theft</b>	
<b>D. Beer and Cider Tax Increase</b>	
<b>E. Broadband Infrastructure</b>	
<b>F. Carbon Cap-and-Invest Program Adoption</b>	
<b>G. City Comparability for Compensation</b>	
<b>H. Green Energy Technology Requirement Changes</b>	
<b>I. Infrastructure Financing and Resilience</b>	
<b>J. Least Cost Public Contracting</b>	
<b>K. Local Control Over Speed Limits on City Streets</b>	
<b>L. Lodging Tax Definition Broadening</b>	
<b>M. Mental Health Investment</b>	
<b>N. Permanent Supportive Housing Investment</b>	
<b>O. PERS Reform</b>	
<b>P. PERS Unfunded Liability Revenue Stream Dedication</b>	
<b>Q. Place-Based, Water Resource Planning (Program Support)</b>	
<b>R. Property Tax Reform</b>	
<b>S. Qualification Based Selection (QBS)</b>	
<b>T. Right-of-Way and Franchise Fee Authority</b>	
<b>U. Safe Routes to School Match</b>	
<b>V. Small Area Cell Deployment</b>	
<b>W. Speed Cameras</b>	
<b>X. Speed Limit Methodology</b>	
<b>Y. Third Party Building Inspection</b>	
<b>Z. Tobacco Taxes Share Increase</b>	
<b>AA. Waste Water Technical Assistance Program</b>	
<b>BB. Wetland Development Permitting</b>	
<b>CC. Wood Smoke Reduction Program Support</b>	

In addition to your ranking of the priorities shown above, please use this space to provide us with any comments (supportive or critical) you may have on these issues, or thoughts on issues or potential legislative initiatives that have been overlooked during the committee process.):

## A. 9-1-1 Tax

### **Legislation:**

Support legislation enhancing the effectiveness of the state's emergency communications system by increasing the 9-1-1 tax and/or seeking other sources of revenue and prohibiting legislative "sweeps" from emergency communications accounts managed by the Oregon Office of Emergency Management.

### **Background:**

The League worked with other stakeholder groups in 2013 to extend the sunset date on the statewide 9-1-1 emergency communications tax to January 1, 2022 ([HB 3317](#)). In 2014, the League also worked to pass legislation including prepaid cellular devices and services under the 9-1-1 tax ([HB 4055](#)). As concerns mount with regard to disaster preparedness and recovery and as upgrades to communications technology become available, it is apparent that state and local governments do not have the resources necessary to address challenges or take advantage of opportunities (see an analysis in the League's 2018 State Shared Revenue Report, [here](#), and the Oregon Office of Emergency Management's "Emergency Communications Tax" webpage, [here](#)). Additional funding is needed and the practice of periodically sweeping funds out of the state's emergency management account for other uses must cease. It is worthy of note that the practice of "sweeps" disqualifies the state from receiving federal funds for emergency communications. It is unknown how many federal dollars have been foregone as a result of this policy.

*Presented by the Telecom, Broadband & Cable Committee and endorsed by the Finance & Taxation Committee*

## B. Annexation Flexibility

### **Legislation:**

The League will work to increase the flexibility for cities to annex residential areas and to encourage voluntary annexations, with a primary focus on improving the island annexation process.

### **Background:**

There is a significant disconnect between the state's land use process and the [process of annexation](#), which has created issues for a variety of cities. The annexation process requirements are particularly difficult for areas known as "islands". Even though cities can involuntarily annex islands, most cities have adopted a policy to only engage in voluntary annexation. This has left significant islands un-annexed. In addition, waiting for surrounding properties to voluntarily annex often means the process and order of annexation does not necessarily match the plans for infrastructure development. Unannexed lands remain on the buildable land supply but much of it will contain some level of development that was approved by the county, but is often underdeveloped when compared to the comprehensive plan.

However, there have been bills that have been introduced over the last few sessions that aim to make non-voluntary annexation more difficult (see e.g., [HB 2039](#) and [HB 2040](#)). As these bills have gotten hearings, the League has taken the opportunity to discuss how annexation and land use are very disconnected. This is particularly of interest as interest in housing development remains at the top of the list of legislative priorities. If local governments have greater control over the annexation process and can better incentivize voluntary annexation, they can better meet the development expectations of the land use system and their comprehensive plans. It also assists in the orderly development of infrastructure.

Tools that were recommended to consider included partial island annexation in residential areas, relaxation of the limit of 10 years to bring a property fully onto the city's property tax level, changing the boundary requirements for islands, and looking at how the withdrawal of special district territory can be better regulated.

*Presented by the Community Development Committee*

## C. Auto Theft

### **Legislation:**

Address the deficiencies in the Unauthorized Use of a Motor Vehicle statute that were created after an adverse court ruling.

### **Background:**

A 2014 Oregon Court of Appeals ruling requires that prosecutors prove beyond a reasonable doubt that a person driving a stolen car knew they were in violation of the law prohibiting the unauthorized use of a motor vehicle. Because of this ruling, unless confesses to the crime, obtaining a conviction for stealing a car is near impossible. The National Insurance Crime Bureau's 2017 "Hot Spots" report stated that Oregon experienced a 19 percent increase in auto theft over 2016. News stories on this issue may be found [here](#), [here](#) and [here](#).

Because of the ruling, auto theft has increased exponentially across rural and urban Oregon. A legislative fix was proposed in 2018 and was generally agreed to but was never voted on by either chambers due to the fiscal impact it would have on the state. A copy of the legislation can be found [here](#). This issue was brought to the Committee by a representative of the Oregon Association of Chiefs of Police and they have requested the League's supported in seeking to fix this issue. Of particular concern to the General Government Committee was the fact that vehicles being stolen tend to be older cars and trucks that are more likely to be owned by people of more modest means who would be unable to readily replace their vehicles without considerable impact.

*Presented by the General Government Committee*

## D. Beer and Cider Tax Increase

### **Legislation:**

The League proposes increasing the state taxes on malt beverages and cider to assist with rising public safety costs, improve public health, reduce alcohol consumption by minors, and provide alcohol tax equity with wine and liquor.

### **Background:**

Oregon's tax has not been increased since 1978 and is currently \$2.60 per barrel which equates to about 8 cents on a gallon of beer. The tax is by volume and not on the sales price. (Yes, the bottle deposit is 60 cents and the tax is only about 4 cents on a six-pack!) Oregon is tied with Kentucky for the lowest beer taxes of all [states](#) (see page 98 in link). To get to the middle, Oregon would need to raise the tax to 80 cents per gallon (10-fold increase). Cities are [preempted](#) from imposing alcohol taxes. In exchange, cities receive approximately [34% of the state alcohol revenues](#) (see page 9 in link)(beer and wine taxes, license fees, and liquor profit sharing) as state shared revenues. However, because the tax is so small on beer, the share is also small. The beer tax brings in only about \$7 million per year state-wide; thus, the city share is about \$2.3 million of the total shared revenues. The total share for cities for all alcohol-based state shared revenues is estimated at over \$86 million. The League anticipates that excise tax increases including those on alcohol will be a part of revenue package discussions in 2019, and the League sees this concept as an important leveraging tool.

*Presented by the Finance and Tax Committee and endorsed by the General Government Committee*

## E. Broadband Infrastructure

### **Legislation:**

Seek additional state support and funding for increased and equitable broadband infrastructure deployment, especially in rural areas. Oppose legislative efforts to restrict existing municipal authority to provide broadband services.

### **Background:**

The deployment of broadband and telecommunications networks and services (public and/or private) throughout Oregon is critical to economic development, education, health and safety and the ability of residents to be linked to their governments. Mapping research shows large areas of the state either not served or underserved by competitive broadband technology. A significant barrier to the deployment of broadband infrastructure is funding. Cities need additional funding and support from various sources, including the state and federal government, allocated for increased or new broadband infrastructure, especially for fiber connections to schools, community libraries, and public safety buildings. Also, oppose efforts by private internet service providers to restrict local efforts to make broadband technology available within their jurisdiction.

*Presented by the Telecom, Broadband & Cable Committee*

## F. Carbon Cap-and-Invest Program Adoption

### **Legislation:**

The League's Energy & Environment Policy Committee has recommended support, if specific principles are recognized and codified, of legislation that would implement a statewide cap on carbon emissions over time and that would generate revenues for strategic investments that further Oregon's greenhouse gas reduction goals. The cap on emissions would apply to certain "regulated entities" with carbon emissions over 25,000 metric tons annually. Regulated entities would receive allowances, or would generate offset credits, to emit carbon. The revenue from the purchase of allowances would be invested in specified programs aimed at furthering GHG reductions and mitigating program impacts. It is anticipated that funds generated from a cap on the transportation fuel industry may be subject to use per state Constitutional requirements related to the state highway fund. The statewide cap on carbon would be reduced over time to meet updated greenhouse gas reduction goals for Oregon.

For the League to support a statewide cap on carbon, the following principles would need to be recognized and codified in any legislation:

- The legislation and subsequent rulemaking processes would need to establish a forum to generate meaningful dialogue with rural Oregon communities and those with energy-intensive, trade-exposed industries. Equity considerations should be considered throughout this process by including cities and counties representing a variety of populations, regions of the state, and community demographics (e.g. low-income and underserved populations). Specific action should be taken to have representation from cities with populations of less than 1,500.
- The cap would need to apply to all sectors including utilities, industry and the transportation fuels sector (e.g. fuel producers) if annual carbon emissions exceed 25,000 metric tons.
- The program should be designed to link to the Western Climate Initiative which has a multi-jurisdictional carbon market (linking with programs in California, Ontario and Quebec)
- The revenue from the purchase of allowances would be invested in evidence-based technologies to reduce emissions from regulated sectors with excess revenues being invested in statewide programs to support climate resilience and rural Oregon economies. Requiring the reinvestment of allowance revenue will help regulated sectors become more efficient over time and less carbon intensive.

- In addition, LOC will advocate that additional revenues generated be dedicated to support programs including:
  - Technical assistance grants that local governments could access to help fund the adoption and implementation of local climate action/sustainability plans.
  - Funding for local woodstove smoke reduction programs to help communities in, or at risk of, non-attainment from woodstove smoke.
  - Funding to study and incentivize an expanded, yet sustainable, cross-laminated timber industry in Oregon with the intent of stimulating job creation in rural Oregon communities.
  - Funding for drought mitigation planning and resilience for Oregon water systems.

**Background:**

The League anticipates that the Legislature is very likely to pass legislation during the 2019 session that would implement a “cap-and-invest” program in Oregon, similar to the program adopted by California. Similar legislation has been considered by the Oregon Legislature during previous legislative sessions, but has failed to be brought for a vote. The political will to pass such a policy/program for Oregon appears to be incredibly strong; the Speaker of the House and President of the Senate are co-chairing the Joint Interim Committee on Carbon Reduction and the Governor’s team is staffing a new Carbon Policy Office to assist in the Committee’s efforts. The League’s Energy & Environment Committee has spent considerable time discussing this policy, including how best to craft a policy recommendation that makes both environmental and economic sense for the state and cities.

*Presented by the Energy & Environment Committee*

## **G. City Comparability for Compensation**

**Legislation:**

The League will seek legislation to ensure that cities are compared only with cities of a similar cost of living when negotiating with strike prohibited bargaining units.

**Background:**

Oregon labor law doesn’t allow police officers, firefighters, emergency communicators and other public safety critical employees to strike. Instead when an impasse is reached when bargaining with labor unions that represent those workers, the state proscribes a set procedure involving an outside arbitrator to resolve those contract disputes. In that process the arbitrator will compare the city to other cities of similar size. As a result, the cities in rural areas are being compared with to cities in metropolitan areas that have different economic circumstances. Klamath Falls with 20,000 people in it and a median home value of \$160,000 could be compared to Tualatin with a similar population and a median home value of \$355,000. This is not a reasonable comparison.

The Human Resources Committee notes that the Legislature created a variable minimum wage in Oregon in recognition of the different costs of living across the state. Each Oregon county is assigned to one of three wage zones with one being the Portland Metropolitan area, that second are less populous regions and the third are rural counties. The Committee recommends that cities only be compared to cities in the same wage zones. A detailed explanation and graphics of the proposal may be found here.

*Presented by the Human Resources Committee*

## H. Green Energy Technology Requirement Changes

### **Legislation:**

Advance legislation to statutorily modify the existing “1.5 percent green energy technology for public buildings” requirement to allow for alternative investment options such as offsite solar or energy efficiency projects.

### **Background:**

Oregon statute currently requires public contracting agencies to invest 1.5% of the total contract price for new construction or major renovation of certain public buildings on solar or geothermal technology. The requirement allows for offsite technology, but only if the energy is directly transmitted back to the public building site and is more cost-effective than onsite installation. Removing the requirement that an offsite project be directly connected to the public building project could result in increased flexibility for local governments to invest in solar projects that are more cost-effective and provide for increased solar energy generation. In addition, the League will advocate to allow 1.5 percent funds to be invested in alternative projects that provide a greater economic or social return on investment including energy efficiency.

*Presented by the Energy & Environment Committee*

## I. Infrastructure Financing and Resilience

### **Legislation:**

The League will advocate for an increase in the state’s investment in key infrastructure funding sources, including, but not limited to, the Special Public Works Fund (SPWF), Brownfield Redevelopment Fund, and Regionally Significant Industrial Site loan program. The advocacy will include seeking an investment and set aside through the SPWF for seismic resilience planning and related infrastructure improvements to make Oregon water and wastewater systems more resilient.

### **Background:**

A key issue that most cities are facing is how to fund infrastructure improvements (both to maintain current and to build new). Increasing state resources in programs that provide access to lower rate loans and grants will assist cities in investing in vital infrastructure. Infrastructure development impacts economic development, housing, and livability. The level of funding for these programs has been inadequate compared to the needs over the last few biennia and the funds are depleting and unsustainable without significant program modifications and reinvestments.

The funds are insufficient to cover the long-term needs across the state. While past legislative sessions have focused on finding resources for transportation infrastructure, the needs for water, wastewater, and storm water have not been given the same attention. A LOC survey of cities in 2016 identified a need of \$7.6 billion dollars over the next 20 years to cover water and wastewater infrastructure projects for the 120 cities who responded. This shows a significant reinvestment in the Special Public Works Fund (SPWF) is needed to help meet the needs of local governments. Without infrastructure financing options, cities cannot meet the needs of new housing or new business – high priorities for cities across the state.

In addition, there is a critical need to improve upon the seismic resilience of public drinking water and wastewater systems. The Oregon Resilience Plan (2013) identified Oregon’s water and wastewater systems as especially vulnerable to damage resulting from a Cascadia subduction zone earthquake. The plan recommended all public water and wastewater systems complete a seismic risk assessment and mitigation plan for their system. This plan would help communities identify and plan for a backbone water system that would be capable of supplying critical community water needs after a significant seismic event.

However, there is currently no dedicated funding to assist communities with this planning effort and the funding needed to repair/retrofit water infrastructure is significantly inadequate. Investments have been made in Oregon to seismically retrofit public safety facilities and schools, but without planning for infrastructure resilience, communities may not have access to water for critical needs, including drinking water and water for fire suppression, in the immediate aftermath of a seismic event.

This priority will focus on maximizing both the amount of funding and the flexibility of the funds to meet the needs of more cities across the state to ensure long-term infrastructure investment.

*Presented by the Community Development Committee and endorsed by the Finance & Taxation and Water/Wastewater committees*

## **J. Least Cost Public Contracting**

### **Legislation:**

Introduce and/or support legislation repealing Section [45\(2\)\(a\)\(G\)](#) and Section [45\(3\)\(a\)\(G\)](#) of HB 2017 (enacted in 2017) relating to compliance with least cost public contracting requirements as a condition for fuel tax increases after 2020.

### **Background:**

As a matter of public policy, the League fundamentally disagrees with this linkage of transportation projects funding with public contracting standards applicable to specific local projects. Under HB 2017 (enacted in 2017) cities must comply with least cost public contracting standards set forth by [ORS 279C.305](#) for subsequent the two-cent increases in the state gas tax to occur in 2020, 2022 and 2024. Literally interpreted, one recalcitrant city *might* be able to stop the next gas tax increase by its failure to comply with this statute.

*Presented by the Transportation Committee and endorsed by Finance and Taxation Policy Committee*

## **K. Local Control Over Speed Limits on City Streets**

### **Legislation:**

Introduce legislation that allows Oregon cities to opt-in (voluntarily) to adjust their speed limits on residential streets 5 mph lower than the statutory speed limit.

### **Background:**

[HB 2682](#) (enacted in 2017) allows the city of Portland to establish by ordinance a designated speed for a residential street under the jurisdiction of the city that is five miles per hour lower than the statutory speed provided the street is not an arterial highway. This authority should be extended to all cities and be considered permissive (not required). Cities should be able to determine speeds that are adequate and safe for their communities.

*Presented by the Transportation Committee*

## **L. Lodging Tax Definition Broadening**

### **Legislation:**

The League proposes adjusting and broadening the definitions of tourist, tourism promotion, and tourism-related facility as those terms are defined in the lodging tax statutes to ensure state-wide continued tourism and related [economic](#) (see page 17 of link) and [tax growth](#) (see page 223 of link), assist with city tourist costs, and provide local choice and revenue flexibility.



**Background:**

In 2003, when the state imposed a state lodging tax, the Legislature preempted cities by imposing restrictions on the use of local lodging tax revenues. (The percentage of restricted revenues varies by city.) Restricted tax revenues must be used for tourism promotion or tourism-related facilities. While the League will support all legislation that provides more flexibility on local tax usage, the League will advocate for lodging tax legislation that broadens those terms to clearly cover city costs of tourist events, tourism-related facility maintenance, tourist amenities, tourist attraction enhancement and public safety costs for special tourist events. Language from Section 3 of the [dash 1 amendment to HB 2064](#) (2017) and [Section 1 of HB 2064 \(2017\)](#) will likely serve as a starting place. See also this [power point presentation](#) and this [LOC testimony](#) (supporting HB 2064) for further information.

*Presented by the Finance and Tax Committee*

**M. Mental Health Investment****Legislation:**

The League will seek to protect and enhance the investments made to Oregon's treatment of the mentally ill.

**Background:**

In 2015, the Legislature funded rental and housing assistance for persons suffering from mental illness, specialized training for police officers to assist people in mental health crisis, multi-disciplinary crisis intervention teams and expanded access to treatment. While providing direct mental health services is not a standard city service, the state of care for persons in crisis had deteriorated to the point city police officers were regularly the primary public employee to provide interventions. The December, issue of Local Focus was devoted to cities and mental health, those articles may be found [here](#).

Because of the anticipated budget shortfalls in 2019, the General Government Committee would like the League to ensure that services established in 2015 are not cut and to capitalize on any opportunities that may exist or be created to enhance those investments.

*Presented by the General Government Committee*

**N. Permanent Supportive Housing Investment****Legislation:**

The League will support increased investments in the services that are provided to people who are living in permanent supportive housing.

**Background:**

[Permanent supportive housing](#) serves specific populations that traditionally face difficulty in remaining in housing due to additional, complex needs by providing housing and other services at the same time. A [variety of populations](#), such as seniors, veterans, families, and those with mental health conditions, have different services that accompany their housing support. Permanent supportive housing models that use a Housing First approach have been proven to be highly effective for ending homelessness, particularly for people experiencing chronic homelessness who have higher service needs. Investment in the services is as important as the housing because residents that do not receive these additional supports often end up returning to homelessness based on issues related to their other issues.

However, in many areas the funding for housing is not well matched with the funding for the services. The state is the primary funding source for these services. However, there is some disconnect between the housing support provided by the [Oregon Housing and Community Services Department \(OHCS\)](#) and the [Oregon Health Authority \(OHA\)](#).

To help communities that are working to provide opportunities for permanent supportive housing and those seeking to find long-term solutions to local homelessness issues, better investment in the services is vital to success of these programs. By supporting appropriations to OHCS and OHA for these services, more support services can be provided to those that are in permanent supportive housing and lead to better outcomes.

*Presented by the Community Development Committee*

## **O. PERS Reform**

### **Legislation:**

The League will seek legislation to modernize the PERS investment pool, ensure proper financial controls are adhered to, and give cities a greater voice in how their monies are invested. The League will also seek legislation that shares the risk and costs of the pension benefit with employees but does so in a manner that impacts employees based on the generosity of the benefit plan they will retire under.

### **Background:**

Oregon's Public Employee Retirement System (PERS) is a three-tiered program that provides a defined benefit pension (a pension that pays a retiree and their beneficiary a set amount for the length of their retirement) and a deferred compensation program that is funded through employee contributions. Each of the three tiers pays a different benefit and an employee's placement in a given tier is based on the date they were hired. Tier I is the most generous benefit and has an option for an annuity based retirement that has been incredibly expensive to maintain. Tier I was replaced by Tier II in 1996. Tier II costs, though reduced, were also unsustainable and were replaced with a third tier, known as the Oregon Public Service Retirement Plan (OPSRP) which is designed to provide a 45 percent salary replacement after a full career. A primer on the PERS system may be found [here](#).

The cost to employers for this system has risen steadily since the market crash of 2008, and will increase again on July 1, 2019 (projected individual employer rates may be found [here](#)) and then again in 2021 and possibly again in 2023. Rates are anticipated to remain at a system wide average of around 29 percent of payroll and remain at that level until 2035 without reforms.

Adverse court rulings to previous attempts at reforms have limited our options to addressing benefits not yet earned. With that in mind the Human Resources Committee recommends reforms in the three following areas:

- Ensure that investments into the PERS system are achieving the maximum possible return in the most efficient manner possible while safeguarding the funds with proper financial controls.
- Requiring that employees absorb some of the costs for the pension system but ensure that OPSRP employees are impacted more favorably than Tier I and Tier II employees who will receive more generous retirement benefits.
- Establishing a fourth tier that provides similar benefits to employees but is funded in a more sustainable manner. Providing incentives to retirees and current employees in the other tiers to switch to the fourth tiers should be explored as well.

*Presented by the Human Resources Committee*

## **P. PERS Unfunded Liability Revenue Stream Dedication**

### **Legislation:**

The League proposes that a new state revenue stream be dedicated to paying down the unfunded liability over a period of years to sustain the Public Employees Retirement System (PERS).

**Background:**

The present unfunded liability has grown extraordinarily large and is causing rate increases for most local governments and schools that are not sustainable. The League would support all reasonable revenue stream ideas. Ideas include but are not limited to a new temporary limited sales tax, a new payroll tax, and a new temporary state property tax. The League will advocate that PERS cost-containment measures be pursued along-side revenue raising efforts to pay down the liability; both seem necessary to address the state-created problem.

*Presented the Finance and Tax Committee and endorsed by the Human Resources Committee*

**Q. Place-Based, Water Resource Planning (Program Support)****Legislation:**

The League will advocate for the funding needed to complete existing place-based planning efforts across the state.

**Background:**

Oregon's water supply management issues have become exceedingly complex. Lack of adequate water supply and storage capacity to meet existing and future needs is an ongoing concern for many cities in Oregon and is a shared concern for other types of water users including agricultural, environmental and industrial. Most of the surface water in Oregon (during peak season months) is fully allocated with no new water available. As a result, the ability to meet existing and future demand for various water uses will require collaboration, improved management and coordinated conservation among a variety of stakeholders, including municipalities. For this reason, the Legislature passed legislation to create a place-based planning pilot program in Oregon. This program, administered through the Oregon Water Resources Department, is providing a framework and funding for local stakeholders to collaborate and develop solutions to address water needs within a watershed, basin or groundwater area. Place-based planning is intended to provide an opportunity for coordinated efforts and the creation/implementation of a shared vision to address water supply challenges. Four place-based planning efforts are currently underway across the state in the Malheur Lake Basin, Lower John Day sub-basin, Upper Grande Ronde sub-basin and mid-coast region. Without continued funding, these efforts will not be able to complete their work. The LOC Water & Wastewater Policy Committee recognized that while this funding is limited to specific geographic areas, they also recognize the importance of successfully completing these pilot efforts and conducting a detailed cost/benefit analysis. It is a critical step in order to demonstrate the benefits of this type of planning. If these local planning efforts prove to be successful, there will likely be future efforts to secure additional funding for other place-based planning projects across the state.

**R. Property Tax Reform****Legislation:**

The League of Oregon Cities proposes that the property tax system should be constitutionally and statutorily reformed as part of the 2019 session work on state and local tax reform and improving funding for [schools](#) (see pages 69-72 of link; property taxes make up 1/3 of school funding).

**Background:**

The property tax system is [broken and in need of repair](#) due to [Measures 5 and 50](#), which are both now over 20 years old. All local governments and schools rely heavily on property tax revenues to pay for services and capital expenses. Therefore, the League will participate in coalitions to help draft and advocate for both comprehensive and incremental property tax reform option packages. The League will remain flexible to support all legislation that improves the system, with a focus on a property tax package with these elements:

- To achieve equity, a system that transitions to a market-based property tax valuation system (RMV) rather than the present complex valuation system from Measure 50 (requires constitutional referral).
- To enhance fairness and adequacy, a system that makes various statutory changes, some of which would adjust the impact of a return to RMV. For example, the League supports a new reasonable homestead exemption (percentage of RMV with a cap) but also supports limiting or repealing various property tax exemptions that do not have a reasonable return on investment.
- To restore choice, a system that allows voters to adopt tax levies and establish tax rates outside of current limits (requires constitutional referral).

[SJR 3](#) (see page 50 of link)(constitutional referral with return to real market value system) and [SB 151](#) (see page 48 of link) (homestead exemption bill) from the 2017 session will likely serve as starting points. City property tax data including real market values and assessed values can be accessed [here](#).

*Presented by the Finance and Tax Committee*

## **S. Qualification Based Selection (QBS)**

### **Legislation:**

The League will seek to reform the Qualification Based Selection (QBS) requirements to allow for the consideration of price in the initial selection of architects, engineers, photogrammetrists and surveyors.

### **Background:**

The state currently prohibits the consideration of price when making an initial selection when awarding contracts for certain design professionals when conducting public improvements. Instead of issuing a request for proposals as is done with most public improvement projects, contracting agencies issue “requests for qualifications” on a project. Cities may negotiate price only after the initial selection of a contractor is made. Under this system a city or other contracting agency will never know the price of other qualified and responsible bidders on a project.

The League’s General Government Committee concluded that this process is not in the interests of cities or tax payers as it precludes the use of competitive bids. There is no other area in which a consumer, public or private, would procure a service or product without considering the price.

*Presented by the General Government Committee*

## **T. Right-of-Way and Franchise Fee Authority**

### **Legislation:**

Oppose legislation that, in any way, preempts local authority to manage public rights-of-way and cities’ ability to set the rate of compensation for the use of such rights-of-way.

### **Background:**

In its commitment to the protection of Home Rule and local control, the League consistently opposes restrictions on the rights of cities to manage their own affairs. From time to time, in the context of public rights-of-way management authority discussions, proposals to restrict to this authority arise. Such was the case during the 2017 legislative session with [SB 202](#) and [SB 840](#). These efforts to restrict local authority often include proposals for a statewide right-of-way access policy and compensation system as well as limiting the ability of cities to charge fees of other government entities. This is contrary to local government management authority; the ability to enter into agreements with users of the right-of-way either by agreement/contract or ordinance; and to set the rate of compensation.

*Presented by the Telecom, Broadband & Cable Committee*

## U. Safe Routes to School Match

### **Legislation:**

Introduce legislation lowering the local Safe Routes to Schools matching grant requirement to 20 percent from 40 percent and lowering the matching grant requirement for areas qualifying for exceptions to 10 percent from 20 percent.

### **Background:**

[Section 123 of HB 2017](#) (enacted in 2017) authorizes the Oregon Transportation Commission to provide matching grants for safety improvement projects near schools. To receive the grant cities must provide a 40 percent cash match unless the school is located in a city with a population of less than 5,000; is within a safety corridor; or qualifies as a Title I school in which case the cash match requirement is reduced to 20 percent. While cities support the availability of matching grant funds provided by the state, the current cash match requirements are too high for most cities to participate in the program.

*Presented by the Transportation Committee*

## V. Small Area Cell Deployment (also known as “Small Cell Deployment”)

### **Legislation:**

Oppose legislation that preempts local authority to manage public property while supporting deployment of wireless technology, including small area cell and 5G.

### **Background:**

Legislative efforts involving the deployment of small area cell facilities are increasing around the nation. Currently 20 states ([Arizona](#), [Colorado](#), [Delaware](#), [Florida](#), [Hawaii](#), [Illinois](#), [Indiana](#), [Iowa](#), [Kansas](#), [Minnesota](#), [North Carolina](#), [New Mexico](#), [Ohio](#), [Oklahoma](#), [Rhode Island](#), [Tennessee](#), [Texas](#), [Utah](#), [Virginia](#), and [Washington](#)) have passed bills that limit cities ability to collect appropriate and fair rights-of-way, permitting, and lease fees on municipal property; to control their own design and aesthetics; or otherwise manage wireless technology deployment within their jurisdictions. This type of legislation is not going away. In fact, it is just beginning.

During the 2017 session, the League was approached independently by representatives of two wireless companies with draft concepts that could have resulted in legislation compromising local authority to manage the deployment of small area cell and 5G technology. Issues raised included “shot clock” (time allowed for cities to rule on applications), fee structures and limits, contract terms and duration, land use issues etc. These efforts are expected to continue in 2019 and with greater urgency as the technology approaches deployment status. While cities in Oregon support the advent of new wireless technology including small cell and 5G, authority to ensure their deployment complies with local laws and policies must be maintained.

*Presented by the Telecom, Broadband & Cable Committee*

## W. Speed Cameras

### **Legislation:**

Introduce and/or support legislation authorizing cities to use fixed speed cameras at locations other than intersections.

**Background:**

Speeding is a public safety issue. The Oregon Transportation Safety Action Plan envisions no deaths or life-changing injuries on Oregon's transportation system by 2035. Currently, cities have the authority as a result of [HB 2409](#) (enacted in 2017) to issue a speeding citation from the same camera and sensor system used to enforce red light compliance at intersections.

Further, speeding does not only occur at intersections. Additional automated enforcement, outside of intersections, would be a valuable tool allowing cities to mitigate dangerous behaviors and speeding. In 2015, the Oregon Legislature granted the city of Portland the authority to implement a fixed speed safety camera program ([HB 2621](#)). The fixed speed camera systems have been operating on "urban high crash corridors" that are also part of the city of Portland's High Crash Network. While this program has not been in place long, the comparison of before and after speeds near the fixed photo radar system is indicating that the automated enforcement is positively influencing speed reduction (see [PBOT report](#)). This legislation would extend the authority to all Oregon cities to implement fixed speed safety camera programs to help reduce the number of deaths and serious injuries that occur as a result of speeding.

*Presented by the Transportation Committee*

## **X. Speed Limit Methodology**

**Legislation:**

Introduce legislation that directs the Oregon Department of Transportation to develop a new speed setting methodology for cities and other urban areas that uses a safe systems approach validated by expert system tools as recommended by [NTSB Safety Study SS-17/01](#).

**Background:**

The NTSB safety recommendations represent current data-driven best practices to determine speed limits. Currently, Oregon speed limits are set based on the guidance that speed limits in speed zones within cities should be within 10 mph of the 85th percentile speed as determined by .... [The NTSB Safety Study SS-17/01](#), "Reducing Speeding-Related Crashes Involving Passenger Vehicles" concludes,

- "Speed increases the injury severity of a crash;"
- "...that unintended consequences of the reliance on using the 85th percentile speed for changing speed limits in speed zones include higher operating speeds and new, higher 85th percentile speeds in the speed zones, and an increase in operating speeds outside the speed zones;"
- "...that the safe system approach to setting speed limits in urban areas is an improvement over conventional approaches because it considers the vulnerability of all road users."

*Presented by the Transportation Committee*

## **Y. Third Party Building Inspection**

**Legislation:**

The League will clarify the ability for local government programs to have private party building officials and building inspectors provide services for local building inspection programs, including recognizing that privately employed specialized inspectors can to perform specialized inspections.

**Background:**

Beginning in 2017, the League has been working to defend local building inspection programs that contract with third-party companies to provide building official and inspectors to run the local program. However, the Oregon Building Codes Division (BCD) has stated that the Oregon Department of Justice (DOJ) [has informed BCD](#) that programs that are structured this way violate the constitutional prohibition on delegating government authority. The League has repeatedly asserted that we disagree with that legal assessment. There was a bill introduced in 2018, [HB 4086](#), that would have adopted new requirements for

local governments running programs. The League worked with other stakeholders to prevent passage of the bill, but we committed to working on a legally defensible solution that does not prevent these locally run programs from continuing.

After the session, the BCD determined that it would implement new rules for locally run inspection programs to meet the asserted legal opinion on delegation. On April 23, the BCD enacted [emergency, temporary rules](#) that added significant requirements for local building inspection programs. The new rules required local programs to designate a government employee as a city's building official. The rules also required the city to have a government- employed, certified electrical inspector. Both positions could be filled by hiring the person directly or by an agreement between municipalities to share the employee(s). The rules further stated that a shared employee could only service three jurisdictions.

In May, the Director of the Consumer and Business Services, who oversees the BCD, informed the League that the temporary rules were rescinded. The Department's decision to rescind the rules included a statement that they would seek a formal opinion from the DOJ to clarify the issue of delegation. However, the BCD did replace the rescinded rules with [another temporary, emergency rule](#). This new rule was enacted on May 18 and states that a local government must appoint a government-employed building official.

In addition to the concerns about using third-party building officials, there is currently statutory prohibition on specialized inspectors that are employed in the private sector to complete specialized inspections. There are a limited number of these inspectors, and, without removal of this prohibition, larger scale projects will not be able to move forward because they cannot be inspected and permitted. This issue was the catalyst for the overall discussion related to third-party building officials, but is not related to the asserted legal claims.

There is a commitment to work on this issue in the 2019 session, but it remains an issue of high concern as it directly impacts the flexibility of local government choice on how to provide services at the local level. Using third-party providers allows smaller jurisdictions to have local, efficient programs that provide clarity for the local development community. It also allows a base of business for these companies, which also serve to provide over-flow capacity to programs that primarily staff these programs with government staff. Therefore, this issue is vital to the long-term success of locally run building inspection programs.

*Presented by the Community Development Committee*

## **Z. Tobacco Taxes Share Increase**

### **Legislation:**

The League proposes seeking a share of all state tobacco product tax revenues .to assist with rising public safety costs and provide state shared revenue equity.

### **Background:**

Only cigarette tax revenues are included in the [state-shared revenue](#) distribution to cities and those revenues are decreasing; cities receive about 2% of the cigarette tax revenues or \$3.6 million a year under the formula. [Other tobacco](#) (chew, snuff, cigars, pipe tobacco, etc.) is also taxed by the state and those revenues have been increasing ([now over \\$60 million a year](#)), but those revenues are distributed only to the state. Cities are preempted from taxing cigarettes and other tobacco products. However, cities are often left to enforce tobacco laws and handle sales and use complaints. The League proposes that cities should receive a fair share of all the tobacco tax revenues. The League anticipates that excise tax increases to cigarettes and other tobacco products, and a new vaping tax will be a part of revenue package discussions in 2019, and the League sees this concept as an important leveraging tool.

*Presented by the Finance and Tax Committee*

## **AA. Waste Water Technical Assistance Program**

### **Legislation:**

The League will advocate for the creation of a circuit rider program, within the Department of Environmental Quality, to provide needed technical assistance for communities on water quality issues, including wastewater treatment and permit compliance options. Staffing for the circuit rider program would be provided through a third-party contract (or contracts). The League will work to identify funding resources to support this program, including a possible set aside of Oregon's federal Clean Water State Revolving funds.

### **Background:**

As Clean Water Act requirements for public wastewater systems continue to evolve, with new and more stringent requirements being placed on a number of Oregon communities; cities have expressed concern over how best to comply with those requirements, especially with the limited technical and financial resources that many face. The League's Water & Wastewater Committee discussed the need for technical assistance for communities experiencing these challenges and looked to an existing program within the Oregon Health Authority's (OHA) Drinking Water Services division as a template for addressing this need. The OHA funds a circuit rider program through a third-party contract. The program is funded through federal Drinking Water State Revolving Loan Funds. The program is intended to help more communities be successful in complying with state and federal requirements. The services provided through the program are free for communities with populations of less than 10,000.

*Presented by the Water/Wastewater Committee*

## **BB. Wetland Development Permitting**

### **Legislation:**

The League shall work to establish legislative authority for the Department of State Lands to assume the federal program from the U.S. Army Corps of Engineers under section 404 of the Clean Water Act.

### **Background:**

In many communities looking to develop in the wetlands creates regulatory uncertainty, particularly where development is occurring in previously un-identified wetlands, because there are two agencies that must provide permits, the Oregon Department of State Lands (DSL) and the U.S. Army Corps of Engineers (USACE). The state's process has set deadlines which provides certainty for developers. However, the USACE process is much less consistent or timely. This uncertainty increases risk related to development that can cause projects to stop before they start. In a time where cities are trying to encourage development to meet the housing shortages and economic development goals to support citizens, any increased barriers can impact success.

There is a process in place at the federal level that would allow for the state to assume the USACE permitting process increasing the efficiency and certainty in the process. The [state has taken steps](#) in the past to ensure alignment of the state program to the requirements for federal approval. However, there were concerns raised at the time that the process related to the Endangered Species Act and cultural resource protections. The DSL has continued to work on these conflicts and believes it is positioned to work with the federal government to assume the federal permitting process if so authorized by the state legislature. For further information, the DLS provided a presentation for the committee, available [here](#).

*Presented by the Community Development Committee*



## CC. Wood Smoke Reduction Program Support

**Legislation:** Support increased funding to support local wood smoke reduction programs and efforts. The League will advocate the need for an additional \$3-5 million, recognizing that any additional funding to assist communities is helpful.

**Background:** Woodstove smoke is one of the most significant sources of fine particulate and toxic air pollution in Oregon, often jeopardizing public health and putting communities at risk of violating federal air quality standards. Woodstove smoke is a problem for many Oregon communities that struggle with both the public health impacts and economic threat of being designated as nonattainment under the federal Clean Air Act. To address this challenge, local governments need access to funding for wood smoke reduction programs. Such programs have proven effective at reducing wood smoke in communities and include public education, enforcement, incentives for woodstove change-outs (to ductless heat pumps or certified stoves, weatherization assistance for low-income households and providing residents with dry, seasoned fire wood which burns cleaner. A 2016 taskforce report that was submitted to the Legislature indicated that there are approximately 150,000 uncertified stoves in the state, and that while Oregon has a long and successful history of replacing woodstoves in certain communities, money is sporadic and limited. The report went on to suggest that “an allocation in the range of \$3-5 million per biennium could target high-risk communities and would support a meaningful level of effort to replace old, dirty woodstoves.”

In 2017, the Legislature provided \$250,000 in funding for community wood smoke reduction programs. The need for local communities, including a number of small cities, is much greater.

*Presented by the Energy & Environment Committee*

**\*This is an addendum to the original ballot sent out on Friday, June 8<sup>th</sup>, 2018. It is due on August 3, 2018 like the original ballot\***

City of: \_\_\_\_\_

Please mark 4 boxes with an X or check mark that reflects the **4 issues that your city least wants to pursue** as part of the League’s 2019 legislative agenda.

**Legislation**

<b>A. 9-1-1 Tax</b>	
<b>B. Annexation Flexibility</b>	
<b>C. Auto Theft</b>	
<b>D. Beer and Cider Tax Increase</b>	
<b>E. Broadband Infrastructure</b>	
<b>F. Carbon Cap-and-Invest Program Adoption</b>	
<b>G. City Comparability for Compensation</b>	
<b>H. Green Energy Technology Requirement Changes</b>	
<b>I. Infrastructure Financing and Resilience</b>	
<b>J. Least Cost Public Contracting</b>	
<b>K. Local Control Over Speed Limits on City Streets</b>	
<b>L. Lodging Tax Definition Broadening</b>	
<b>M. Mental Health Investment</b>	
<b>N. Permanent Supportive Housing Investment</b>	
<b>O. PERS Reform</b>	
<b>P. PERS Unfunded Liability Revenue Stream Dedication</b>	
<b>Q. Place-Based, Water Resource Planning (Program Support)</b>	
<b>R. Property Tax Reform</b>	
<b>S. Qualification Based Selection (QBS)</b>	
<b>T. Right-of-Way and Franchise Fee Authority</b>	
<b>U. Safe Routes to School Match</b>	
<b>V. Small Area Cell Deployment</b>	
<b>W. Speed Cameras</b>	
<b>X. Speed Limit Methodology</b>	
<b>Y. Third Party Building Inspection</b>	
<b>Z. Tobacco Taxes Share Increase</b>	
<b>AA. Waste Water Technical Assistance Program</b>	
<b>BB. Wetland Development Permitting</b>	
<b>CC. Wood Smoke Reduction Program Support</b>	

## AGENDA ITEM SUMMARY

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**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** July 13, 2018  
**SUBJECT:** Resolution 702 - 2019 Special City Allotment Grant

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

### **SUMMARY:**

ODOT provided the City with the 2019 Special City Allotment Grant requirements on July 3. Applications are due by August 1. Cities with a population 5,000 or less are eligible for the program. The maximum award amount is for \$100,000. To apply, ODOT requires a resolution certifying compliance with the grant program rules and regulations. Staff and the City Engineer recommend applying for Main Street, from Pioneer to Moss Street.

### **FISCAL IMPACT:**

The grant program does not require match funds. However, the City is required to cover expenses in excess of the \$100,000 grant. The City Engineer is currently developing a scope of work, which may be modified to meet the budget requirements of the City. A total of \$60,350 was budgeted for street improvements in FY 2018-19.

### **COURSES OF ACTION:**

1. Motion to approve Resolution 702: A Resolution in Support of the City of Lowell Applying for the Oregon Department of Transportation 2019 Special City Allotment Grant, as written.
2. Motion to approve Resolution 702: A Resolution in Support of the City of Lowell Applying for the Oregon Department of Transportation 2019 Special City Allotment Grant, as amended.

### **RECOMMENDATION:**

Motion to approve Resolution 702: A Resolution in Support of the City of Lowell Applying for the Oregon Department of Transportation 2019 Special City Allotment Grant, as written.

### **ATTACHMENTS:**

1. Resolution 702: A Resolution in Support of the City of Lowell Applying for the Oregon Department of Transportation 2019 Special City Allotment Grant
2. Project Map
3. Special City Allotment Program Overview

## SMALL CITY ALLOTMENT RESOLUTION

Under the provisions of ORS 366.800 and 366.805, there has been withdrawn from state highway funds appropriated for allocation to all the cities of the State of Oregon the sum of Two Million Five Hundred Thousand and No/100 (\$2,500,000.00) Dollars, and in addition there has been withdrawn from monies available to the Department of Transportation from the State Highway Fund the sum of Two Million Five Hundred Thousand and No/100 (\$2,500,000.00) Dollars. As provided in ORS 366.805, said sums have been set up in a separate account to be administered by the Oregon Transportation Commission and to be allotted each year by said commission to be spent, within cities of 5,000 or fewer persons, upon streets not a part of the state highway system that are inadequate for the capacity they serve, or are in a condition detrimental to safety.

The City of Lowell is an incorporated city of the State of Oregon and has a population of less than 5,000 as given by the latest official federal census. The following streets of said city, Main Street, meet the conditions required in ORS 366.805.

NOW, THEREFORE, the members of the City Council, in regular or special session assembled, do hereby find, declare, and resolve:

1. That the aforementioned named streets of said City are inadequate for the capacity they serve or are in a condition detrimental to safety.
2. That said streets of said City are in need of repair, reconstruction, or other major improvement.
3. That said streets are not part of the state highway system, and are under the jurisdiction and control of the City.
4. That the Oregon Transportation Commission hereby is respectfully requested to consider and declare said streets as qualified for reconstruction, repair, or other improvements out of funds allocated and made available by and through the said \$5,000,000 appropriation of revenues which is to be administered and spent by the Transportation Commission.
5. That the City of Lowell does hereby offer to the Transportation Commission and does hereby pledge complete cooperation and assistance to the end, that said City may share and participate in the use and benefit of said special fund and appropriation; and therefor does designate Jared Cobb, City Administrator,

as the official representative of the City in all negotiations resulting from this request.

Passed and approved this 17 day of July, 2018.

There is attached hereto and made a part of hereof, a city map on which is indicated the street, streets, road or roads, described in this resolution.

\*\*\*\*\*

I, hereby certify that the foregoing resolution was passed and approved by the City Council of the City of Lowell at a regular or special meeting of said Council, held on the 17 day of July, 2018, and the above copy is a true and correct copy of the original and of the whole thereof.

Dated this 17 day of July, 2018.

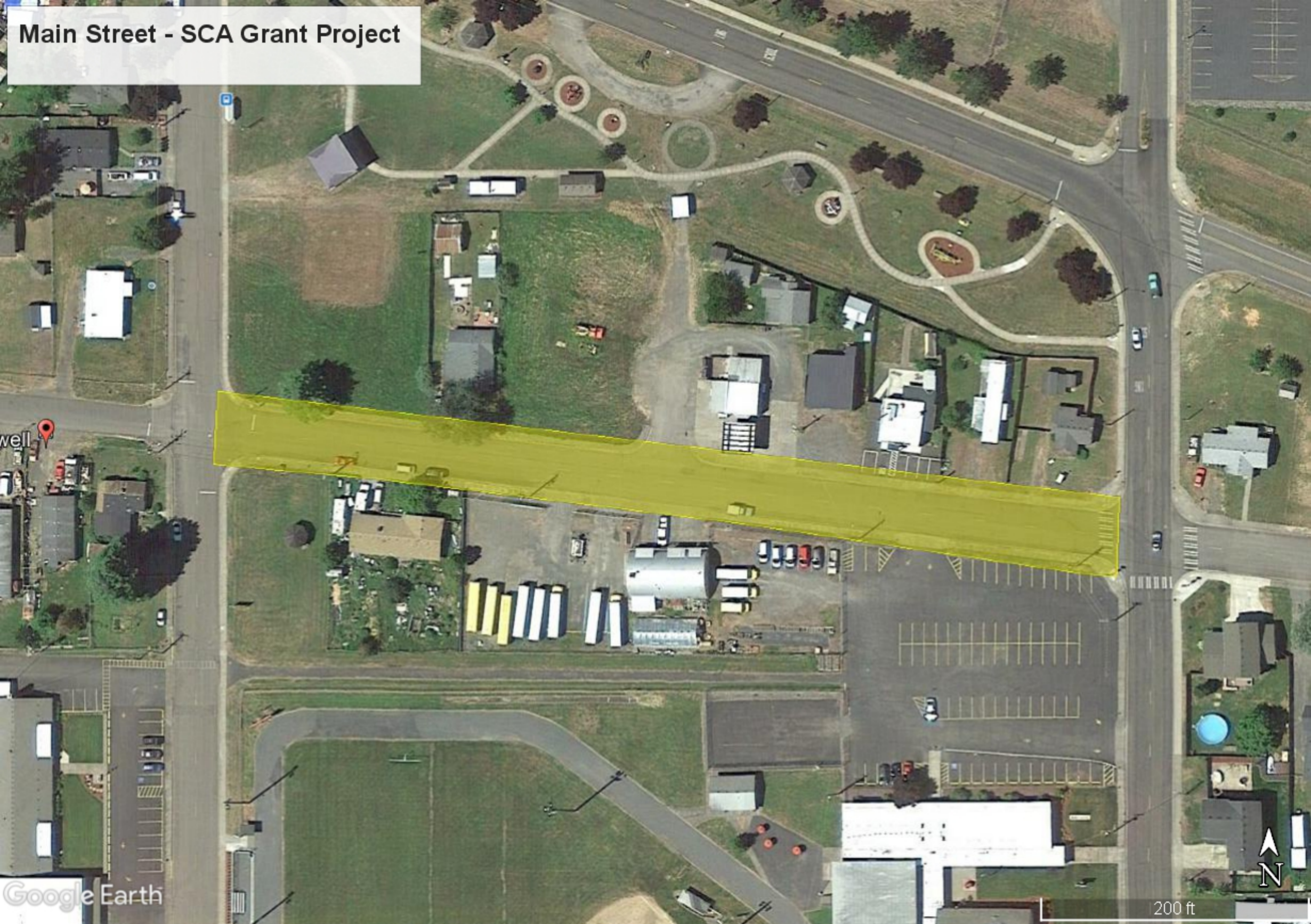
To be signed by person(s) with appropriate signature authority:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

# Main Street - SCA Grant Project



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