



Molalla City Council – Meeting Agenda
Meeting located at: Molalla Adult Center
315 Kennel Ave, Molalla, OR 97038
June 14, 2017

WORK SESSION BEFORE MEETING 6:00PM

Business meeting will begin at 7:00PM. The Council has adopted Public Participation Rules. Public comment cards are available at the entry desk. Request to speak must be turned into to the Mayor prior to the start of the regular Council meeting.

Executive Session : After regular session

1. **CALL TO ORDER – 1,780th Regular Meeting**
 - A. Call the meeting to order – Mayor Thompson
 - B. Flag Salute and Roll Call

2. **COMMUNICATIONS, PRESENTATIONS & PUBLIC COMMENT**
 - A. Minutes: April 26, 2017
 - B. Presentation to Support of Bringing the Log Cabin Back to Molalla – Palumbo

3. **NEW BUSINESS**
 - C. Intergovernmental Agreement (IGA) for a (TSP)Transportation System Plan Update – Fisher
 - D. Sewer Fee Increase for Capital Projects – Fisher
 - E. BMX Fundraising Advertising Request – Fisher
 - F. Planning Commission Appointment Omar Reynaga and Debbie Lumb– Mayor

4. **CONTINUED BUSINESS**
 - A. Purchase over \$10,000: Waste Water Treatment Plant for New Big Gun Irrigation Unit – Fisher
 - B. Storm Water Methodology Update – Fisher

5. **PUBLIC HEARING**
 - A. City of Molalla Budget for FY 17/18 – Huff/Seifried

6. **RESOLUTIONS**
 - A. Resolution 2017-05: A Transfer Resolution for Unanticipated Expenditures – Fisher
 - B. Resolution 2017-06: A Resolution Declaring the City’s Election to Receive State Revenue Sharing
 - C. Resolution 2017-07: A Resolution Certifying That the City of Molalla Meets All Requirments to Receive State Shared Revenues
 - D. Resolution 2017-08: A Resolution Adopting the City of Molalla Budget for the Fiscal Year 2017/2018; Making Appropriations; and Categorizing and Levying Ad Valorem Taxes
 - E. Resolution 2017-09 – A Resolution of The City of Molalla, Oregon Establishing Sanitary Sewer Rates And Annual Inflation Adjustments Thereafter as Provided By Molalla Municipal Code Chapter 13.08
 - F. Resolution 2017-10 - A Resolution of the City Of Molalla, Molalla City Council Modifying the Surface Water Utility User Charge Methodology



7. REPORTS AND ANNOUNCEMENTS

A. Staff and Council:

- Visioning Meeting #2 – Molalla High School Commons on June 21, 2017 at 6:30pm
- Utility Billing Lien Update – Huff

8. EXECUTIVE SESSION

ORS 192.660 (2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing

9. ADJOURNMENT

**Minutes of the Molalla City Council Regular Meeting
Molalla Adult Center
315 Kennel Ave., Molalla, OR 97038
Wednesday, April 26, 2017**

ATTENDANCE: Mayor Jimmy Thompson, Councilor Leota Childress, Councilor Glen Boreth, Councilor Elizabeth Klein, Councilor Keith Swigart, Councilor Cindy Dragowsky, Absent; Councilor DeLise Palumbo, Present.

STAFF IN ATTENDANCE: Dan Huff, City Manager, Present; Gerald Fisher, Public Works Director, Present; Sadie Cramer, City Recorder, Present.

COMMUNICATIONS, PRESENTATIONS & PUBLIC COMMENT

Minutes

Minutes of February 22, 2017 – Boreth made the motion to approve the minutes with minor spelling amendments. Childress seconded. Motion carried 6-0.

Speakers:

1. Craig Trummel – 4222 SE Cesar Chavez Blvd. First American Title
2. Tina Teel – 12397 S. Groshong Road of Molalla
3. Mindy Chandler – 31015 S Orem Lane of Molalla
4. Harold Hall – 35771 S HWY 213 of Molalla
5. Melinda Villalobos – 135 Shirley Street in Molalla

The 5 speakers brought it to the Council’s attention that there is an issue with how the liens for old water bills due to former renter have been sent to collections, placed as liens against the property that is causing issues. The issues brought forward were:

- No notification from the city or the collection agency.
- Interest accrued on amounts that were sent as far back as 2008.
- Possibly effecting owners credit scores.
- Liens are holding up the sale of some properties because the liens have added up with interest and owner is unable to pay them in order to sell the house.
- A couple of the 5 speakers have multiple properties and when they inquired about them at City Hall some had liens as well.

After discussion between the speakers and the Council about process and possible solutions like using an online data base to log liens, contacting the property owner if the tenant is past due on their utilities and possibly making the rent utility inclusive the Council instructed staff to look into the issues brought forward and provide a report. Huff stated that the issue is being worked on and it was verified that only 1 of the speakers had made contact with him regarding the issue about liens and the issue is being worked.

**Minutes of the Molalla City Council Regular Meeting
Molalla Adult Center
315 Kennel Ave., Molalla, OR 97038
Wednesday, April 26, 2017**

CONTINUED BUSINESS

Council to Invite Auditor Merina and Company, LLC for Additional Audit Presentation of FY 15/16 Audit. Item was removed from the agenda.

Discussion of Sponsorship 2nd Saturday Event – Ron Cutter of Brown & Brown who is the insurance agent for the City of Molalla informed the Council that the insurance company will not extend coverage to vendors who are participating in an event like this because they do not meet the definition of a employee or volunteer. He recommends that the 2nd Saturday group obtain insurance or have the vendors get a certificate of liability naming the City of Molalla as a secondary insured with coverage of 2 million per occurrence and 3 million aggregate. This is recommended regardless if the city sponsors it or the 2nd Saturday group can obtain insurance coverage for the event and require the vendors to provide a certificate of liability to cover the group. Events like this are normally sponsored by a merchant or chamber of commerce.

Short discussion took place that if the city did not sponsor the event and someone got ill from a vendor selling baked goods that the city could still be liable either knowing or not knowing the event was taking place because it is being held in a city park. Cutter advised against the sponsorship.

Thompson thanked Cutter for his time and advised Council no decision is needed tonight because an event application has not been filed with the city. The Council can address it when one is submitted.

NEW BUSINESS

Contract Award for Pavement Repairs – Fisher said staff requested 3 quotes from contractors Knife River, Canby Excavation and GT Excavating for intermediate procurement to make pavement repairs in the city. 1 bid was received from Knife River in the amount of \$85,888.01 but staff worked with the contractor to remain in the \$70,000 allotted budget. Boreth made the motion to authorize the City Manager to execute the contract with Knife River and make any necessary change orders within the existing budget. Childress seconded. Motion carried 6-0

Contract Award for WTP Effluent Manifold Replacement – Fisher said staff requested 3 quotes from contractors GT Excavating, Cascade Water Works, Inc and Schneider Water Services for intermediate procurement to replace the existing effluent manifold prior to mid-June in advance of the peak water demand in the city. The chlorine has damaged the pipe and this new one will inject the chlorine directly into the stream being treated. 1 bid was received from GT Excavation, LLC in the amount of \$15,980 Boreth made the motion to authorize the City

Minutes of the Molalla City Council Regular Meeting
Molalla Adult Center
315 Kennel Ave., Molalla, OR 97038
Wednesday, April 26, 2017

Manager to execute the contract with GT Excavating, LLC and make any necessary change orders within the existing budget. Childress seconded. Motion carried 6-0

REPORTS AND ANNOUNCEMENTS

A. Staff and Council:

1. Visioning Meeting Report: April 19, 2017 at 6:30PM at Molalla Adult Center
2. Goal Setting Session Report: April 21, 2017 at 2PM – City Hall
3. Budget Meeting Dates: May 9, 2017 at 6:30PM at Molalla Adult Center

Fisher announced that the contractor is wrapping up the punch list to the Molalla Avenue project. We are hoping that the good weather will hold and the striping on the streets can be completed. Private development update regarding Bearcreek sub-division a plan approval has been issued by the city and we are waiting to hear when construction of the 128 houses will begin. The city also received place for Twin Meadows sub-division which has 30 lots located west of Toliver near the city shops.

Huff spoke regarding development and rumors going around town of what is going to be built. He reminded them that there is a city process and as soon as plans are submitted we will let the Council know what is being built. Staff also informs the Molalla River School District of what is being built because it will affect them as well. The issues related to the ball fields at the middle school being in the right of way of where one of the developments are going in cannot claim adverse possession because it is not property it is right of way. We gave them some suggestions on how to deal with the ball field situation and to resolve the problem. Hezzie Lane is identified in the 2001TSP as a collector street and was planned for so probably by the property owner.

Palumbo thanks Staff and Council for the great job that was done at the Visioning Project meeting and the Council Goal Setting session that took place. A lot of good information and hard work went into both. Swigart agreed with her comments.

Boreth ran the Goat Mountain half marathon here In the Willamette Valley and ran with a man from Florida with a goal of running 1 half marathon each month in 2017. He was humbled by the event and the running community that here.

Childress thanked the Council for their involvement and helping to bring in 44 people for the first meeting to kick off the Visioning Process. This is a good indicator that we will see something similar at the 2nd Visioning meeting. The last time that number of people showed up to a meeting of that nature it was to discuss the increase in utility fees Thompson said. The

Minutes of the Molalla City Council Regular Meeting
Molalla Adult Center
315 Kennel Ave., Molalla, OR 97038
Wednesday, April 26, 2017

Molalla Chamber of Commerce is looking at flower pots to be placed in downtown that are self-watering.

Klein reported that a link to register for updates has been placed on the city website and work is currently being done on the feedback received to get the survey out in order to get the initial comments in order to prepare to go deep and wide in the second phase of the process to gather additional information. We will be reaching out to the youth as well for input. There will be links in the email and a PDF can be downloaded and printed as well. They will be in Spanish, English and Russian. Also, The Clackamas Cultural Coalition is coming to Molalla and they are doing a listening session to hear about what is going on in Molalla and surrounding area with arts, heritage and humanities. The information gathered at the meeting will help re-work the cultural plan which drives their grant process and funding. Lastly, the 25th annual Molalla River Clean Up will be on April 29th.

Thompson announced May 20th at Long Park the official ribbon cutting ceremony will take place at 2PM. He invited former Mayor Rogge to cut the ribbon and he encourages everyone to attend.

Motion to adjourn made by Boreth at 8:20PM. Childress seconded. Motion carried 6-0.

Sadie Cramer, City Recorder

Jimmy Thompson, Mayor

City Of Molalla

City Council Meeting



Agenda Category: New Business

Subject: Intergovernmental Agreement with Oregon Department of Transportation for the Transportation System Master Plan Update

Recommendation: Council Approval

Date of Meeting to be Presented: June 14, 2017

Fiscal Impact: Street SDC Fund, Capital Projects Fund \$60,000

Background:

On August 16, 2016, the City received an award letter from the Transportation Growth Management (TGM) Program for the Transportation System Master Plan Update project. In order to begin the project the City must enter into an intergovernmental agreement (IGA) with The Oregon Department of Transportation (ODOT). Attached is a draft copy of the IGA currently under review by staff. Staff recommends the following motion be made and approved by City Council.

“Move to authorize the City Manager to negotiate and execute an intergovernmental agreement and any change orders within the approved budget with the Oregon Department of Transportation for the Transportation System Master Plan Update project.”

SUBMITTED BY: Gerald Fisher, Public Works Director
APPROVED BY: Dan Huff, City Manager

DRAFT

INTERGOVERNMENTAL AGREEMENT City of Molalla, Transportation System Plan Update

THIS INTERGOVERNMENTAL AGREEMENT (“Agreement”) is made and entered into by and between the STATE OF OREGON, acting by and through its Department of Transportation (“ODOT” or “Agency”), and the City of Molalla (“City” or “Grantee”).

RECITALS

1. The Transportation and Growth Management (“TGM”) Program is a joint program of ODOT and the Oregon Department of Land Conservation and Development.
2. The TGM Program includes a program of grants for local governments for planning projects. The objective of these projects is to better integrate transportation and land use planning and develop new ways to manage growth in order to achieve compact pedestrian, bicycle, and transit friendly urban development.
3. This TGM Grant (as defined below) is financed with federal Fixing America’s Surface Transportation Act (“FAST Act”) funds. Local funds are used as match for FAST Act funds.
4. By authority granted in Oregon Revised Statutes (“ORS”) 190.110, state agencies may enter into agreements with units of local government or other state agencies to perform any functions and activities that the parties to the agreement or their officers or agents have the duty or authority to perform.
5. City has been awarded a TGM Grant which is conditional upon the execution of this Agreement.
6. The parties desire to enter into this Agreement for their mutual benefit.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

SECTION 1. DEFINITIONS

Unless the context requires otherwise, the following terms, when used in this Agreement, shall have the meanings assigned to them below:

DRAFT

A. “City's Amount” means the portion of the Grant Amount payable by ODOT to City for performing the tasks indicated in Exhibit A as being the responsibility of City.

B. “City's Matching Amount” means the amount of matching funds which City is required to expend to fund the Project.

C. “City's Project Manager” means the individual designated by City as its project manager for the Project.

D. “Consultant” means the personal services contractor(s) (if any) hired by ODOT to do the tasks indicated in Exhibit A as being the responsibility of such contractor(s).

E. “Consultant’s Amount” means the portion of the Grant Amount payable by ODOT to the Consultant for the deliverables described in Exhibit A for which the Consultant is responsible.

F. “Direct Project Costs” means those costs which are directly associated with the Project. These may include the salaries and benefits of personnel assigned to the Project and the cost of supplies, postage, travel, and printing. General administrative costs, capital costs, and overhead are not Direct Project Costs. Any jurisdiction or metropolitan planning organization that has federally approved indirect cost plans may treat such indirect costs as Direct Project Costs.

G. “Federally Eligible Costs” means those costs which are Direct Project Costs of the type listed in Exhibit D incurred by City and Consultant during the term of this Agreement.

H. “Grant Amount” or “Grant” means the total amount of financial assistance disbursed under this Agreement, which consists of the City's Amount and the Consultant’s Amount.

I. “ODOT’s Contract Administrator” means the individual designated by ODOT to be its contract administrator for this Agreement.

J. “PSK” means the personal services contract(s) executed between ODOT and the Consultant related to the portion of the Project that is the responsibility of the Consultant.

K. “Project” means the project described in Exhibit A.

L. “Termination Date” has the meaning set forth in Section 2.A below.

M. “Total Project Costs” means the total amount of money required to complete the Project.

N. “Work Product” has the meaning set forth in Section 5.I below.

SECTION 2. TERMS OF AGREEMENT

A. Term. This Agreement becomes effective on the date on which all parties have signed this Agreement and all approvals (if any) required to be obtained by ODOT have been received. This Agreement terminates on October 31, 2018 (“Termination Date”).

B. Grant Amount. The Grant Amount shall not exceed \$140,050.

C. City's Amount. The City's Amount shall not exceed \$0.

D. Consultant’s Amount. The Consultant’s Amount shall not exceed \$140,050.

E. City's Matching Amount. The City's Matching Amount is \$19,105 or 12% of the Total Project Costs.

SECTION 3. CITY’S MATCHING AMOUNT

A. Subject to submission by City of such documentation of costs and progress on the Project (including deliverables) as are satisfactory to ODOT, the City may use as part of the City’s Matching Amount, only Direct Project Costs that are Federally Eligible Costs that City incurs after the execution of this Agreement. Generally accepted accounting principles and definitions of ORS 294.311 shall be applied to clearly document verifiable costs that are incurred.

B. City shall present cost reports, progress reports, and deliverables to ODOT’s Contract Administrator no less than every other month. City shall submit cost reports for 100% of City’s Federally Eligible Costs.

C. ODOT shall limit use, as part of the City’s Matching Amount, travel expenses in accordance with current State of Oregon Accounting Manual, General Travel Rules, effective on the date the expenses are incurred.

SECTION 4. CITY'S REPRESENTATIONS, WARRANTIES, AND CERTIFICATION

A. City represents and warrants to ODOT as follows:

1. It is a municipality duly organized and existing under the laws of the State of Oregon.

2. It has full legal right and authority to execute and deliver this Agreement and to observe and perform its duties, obligations, covenants and agreements hereunder and to undertake and complete the Project.

3. All official action required to be taken to authorize this Agreement has been taken, adopted and authorized in accordance with applicable state law and the organizational documents of City.

4. This Agreement has been executed and delivered by an authorized officer(s) of City and constitutes the legal, valid and binding obligation of City enforceable against it in accordance with its terms.

5. The authorization, execution and delivery of this Agreement by City, the observation and performance of its duties, obligations, covenants and agreements hereunder, and the undertaking and completion of the Project do not and will not contravene any existing law, rule or regulation or any existing order, injunction, judgment, or decree of any court or governmental or administrative agency, authority or person having jurisdiction over it or its property or violate or breach any provision of any agreement, instrument or indenture by which City or its property is bound.

6. The statement of work attached to this Agreement as Exhibit A has been reviewed and approved by the necessary official(s) of City.

B. As federal funds are involved in this Grant, Exhibit E sets forth information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200, and City, by execution of this Agreement, makes the certifications set forth in Exhibits B and C. For purposes of the certifications in Exhibits B and C, references to "Contractor" shall be deemed references to City.

DRAFT

C. City understands and agrees that ODOT's obligation hereunder is contingent on ODOT having received funding, appropriations, limitations or other expenditure authority sufficient to allow ODOT, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.

SECTION 5. GENERAL COVENANTS OF CITY

A. City shall be responsible for the portion of the Total Project Costs in excess of the Grant Amount. City shall complete the Project; provided, however, that City shall not be liable for the quality or completion of that part of the Project which Exhibit A describes as the responsibility of the Consultant.

B. City shall, in a good and workmanlike manner, perform the work on the Project, and provide the deliverables for which City is identified in Exhibit A as being responsible.

C. City shall perform such work identified in Exhibit A as City's responsibility as an independent contractor and shall be exclusively responsible for all costs and expenses related to its employment of individuals to perform such work. City shall also be responsible for providing for employment-related benefits and deductions that are required by law, including, but not limited to, federal and state income tax withholdings, unemployment taxes, workers' compensation coverage, and contributions to any retirement system.

D. All employers, including City, that employ subject workers who work under this Agreement in the State of Oregon shall comply with ORS 656.017 and provide the required Workers' Compensation coverage unless such employers are exempt under ORS 656.126(2). Employers Liability insurance with coverage limits of not less than \$500,000 must be included. City shall require each of its subcontractors, if any, to comply with, and shall ensure that each of its subcontractors, if any, complies with these requirements.

E. City shall not enter into any subcontracts to accomplish any of the work described in Exhibit A, unless it first obtains written approval from ODOT.

F. City agrees to cooperate with ODOT's Contract Administrator. At the request of ODOT's Contract Administrator, City agrees to:

- (1) Meet with the ODOT's Contract Administrator; and

DRAFT

(2) Form a project steering committee (which shall include ODOT's Contract Administrator) to oversee the Project.

G. City shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the work under this Agreement, including, without limitation, applicable provisions of the Oregon Public Contracting Code. Without limiting the generality of the foregoing, City expressly agrees to comply with: (1) Title VI of Civil Rights Act of 1964; (2) Title V of the Rehabilitation Act of 1973; (3) the Americans with Disabilities Act of 1990 and ORS 659A.142; (4) all regulations and administrative rules established pursuant to the foregoing laws; and (5) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.

H. City shall maintain all fiscal records relating to this Agreement in accordance with generally accepted accounting principles. In addition, City shall maintain any other records pertinent to this Agreement in such a manner as to clearly document City's performance. City acknowledges and agrees that ODOT, the Oregon Secretary of State's Office and the federal government and their duly authorized representatives shall have access to such fiscal records and other books, documents, papers, plans, and writings of City that are pertinent to this Agreement to perform examinations and audits and make copies, excerpts and transcripts.

City shall retain and keep accessible all such fiscal records, books, documents, papers, plans, and writings for a minimum of six (6) years, or such longer period as may be required by applicable law, following final payment and termination of this Agreement, or until the conclusion of any audit, controversy or litigation arising out of or related to this Agreement, whichever date is later.

I. (1) All of City's work product related to the Project that results from this Agreement ("Work Product") is the exclusive property of ODOT. ODOT and City intend that such Work Product be deemed "work made for hire" of which ODOT shall be deemed the author. If, for any reason, such Work Product is not deemed "work made for hire", City hereby irrevocably assigns to ODOT all of its rights, title, and interest in and to any and all of the Work Product, whether arising from copyright, patent, trademark, trade secret, or any other state or federal intellectual property law or doctrine. City shall execute such further documents and instruments as ODOT may reasonably request in order to fully vest such rights in ODOT. City forever waives any and all rights relating to the Work Product, including without limitation, any and all rights arising under 17 USC §106A or any other rights of identification of authorship or rights of approval, restriction or limitation on use or subsequent modifications.

DRAFT

(2) ODOT hereby grants to City a royalty free, non-exclusive license to reproduce any Work Product for distribution upon request to members of the public.

(3) City shall ensure that any work products produced pursuant to this Agreement include the following statement:

“This project is partially funded by a grant from the Transportation and Growth Management (TGM) Program, a joint program of the Oregon Department of Transportation and the Oregon Department of Land Conservation and Development. This TGM grant is financed, in part, by the federal Fixing America’s Surface Transportation Act (“FAST Act”), local government, and State of Oregon funds.

“The contents of this document do not necessarily reflect views or policies of the State of Oregon.”

(4) The Oregon Department of Land Conservation and Development and ODOT may each display appropriate products on its “home page”.

J. Single Audit Act Requirements. The TGM Program receives FAST Act grant funds through the Catalog of Federal Domestic Assistance (“CFDA”) No. 20.205: Highway Planning and Construction and is subject to the regulations of the U.S. Department of Transportation (“USDOT”). City is a sub-recipient.

(1) Subrecipients receiving federal funds in excess of \$750,000 in the subrecipient’s fiscal year are subject to audit conducted in accordance with the provisions of 2 CFR part 200, subpart F. The Grantee, if subject to this requirement, shall at its own expense submit to ODOT a copy of, or electronic link to, its annual audit subject to this requirement covering the funds expended under this Agreement and shall submit or cause to be submitted to ODOT the annual audit of any subrecipient(s), contractor(s), or subcontractor(s) of the Grantee responsible for the financial management of funds received under this Agreement.

(2) Audit costs for audits not required in accordance with 2 CFR part 200, subpart F are unallowable. If the Grantee did not expend \$750,000 or more in Federal funds in its fiscal year, but contracted with a certified public accountant to perform an audit, costs for performance of that audit shall not be charged to the grant received under this Agreement.

(3) The Grantee shall save, protect and hold harmless ODOT from the cost of any audits or special investigations performed by the Federal awarding agency or any federal agency with respect to the funds expended under this Agreement. The Grantee

DRAFT

acknowledges and agrees that any audit costs incurred by the Grantee as a result of allegations of fraud, waste or abuse are ineligible for reimbursement under this or any other agreement between the Grantee and the State of Oregon.

Exhibit E sets out the information required by 2 CFR 200331(a)(1). Records must be available as provided in Section 5.H. above.

K. Unless otherwise specified in Exhibit A, City shall submit all final products produced in accordance with this Agreement to ODOT's Contract Administrator in the following form:

- (1) two hard copies; and
- (2) in electronic form using generally available word processing or graphics programs for personal computers via e-mail or on compact diskettes.

L. Within 30 days after the Termination Date, City shall

- (1) pay to ODOT City's Matching Amount less Direct Project Costs that are Federally Eligible Costs previously reported as City's Matching Amount. ODOT may use any funds paid to it under this Section 5.L (1) or any of the City's Matching Amount that is applied to the Project pursuant to Section 3.A to substitute for an equal amount of the federal FAST Act funds used for the Project or use such funds as matching funds; and
- (2) provide to ODOT's Contract Administrator, in a format provided by ODOT, a completion report. This completion report shall contain:
 - (a) The permanent location of Project records (which may be subject to audit);
 - (b) A summary of the Total Project Costs, including a breakdown of those Project costs that are being treated by City as City's Matching Amount; and
 - (c) A list of final deliverables.

SECTION 6. CONSULTANT

If the Grant provided pursuant to this Agreement includes a Consultant's Amount, ODOT shall enter into a PSK with the Consultant to accomplish the work described in Exhibit A as being the responsibility of the Consultant. In such a case, even though

DRAFT

ODOT, rather than City is the party to the PSK with the Consultant, ODOT and City agree that as between themselves:

- A. Selection of the Consultant will be conducted by ODOT in accordance with ODOT procedures with the participation and input of City;
- B. ODOT will review and approve Consultant's work, billings and progress reports after having obtained input from City;
- C. City shall be responsible for prompt communication to ODOT's Contract Administrator of its comments regarding (A) and (B) above; and
- D. City will appoint a Project Manager to:
 - (1) be City's principal contact person for ODOT's Contract Administrator and the Consultant on all matters dealing with the Project;
 - (2) monitor the work of the Consultant and coordinate the work of the Consultant with ODOT's Contract Administrator and City personnel, as necessary;
 - (3) review any deliverables produced by the Consultant and communicate any concerns it may have to ODOT's Contract Administrator; and
 - (4) review disbursement requests and advise ODOT's Contract Administrator regarding payments to Consultant.

SECTION 7. ODOT'S REPRESENTATIONS AND COVENANTS

- A. [Reserved]
- B. ODOT represents that the statement of work attached to this Agreement as Exhibit A has been reviewed and approved by the necessary official(s) of ODOT.
- C. ODOT will assign a Contract Administrator for this Agreement who will be ODOT's principal contact person regarding administration of this Agreement and will participate in the selection of the Consultant, the monitoring of the Consultant's work, and the review and approval of the Consultant's work, billings and progress reports.
- D. If the Grant provided pursuant to this Agreement includes a Consultant's Amount, ODOT shall enter into a PSK with the Consultant to perform the work described in Exhibit A designated as being the responsibility of the Consultant, and in such a case

ODOT agrees to pay the Consultant in accordance with the terms of the PSK up to the Consultant's Amount.

SECTION 8. TERMINATION

This Agreement may be terminated by mutual written consent of all parties. ODOT may terminate this Agreement effective upon delivery of written notice to City, or at such later date as may be established by ODOT under, but not limited to, any of the following conditions:

A. City fails to complete work specified in Exhibit A as its responsibility, in accordance with the terms of this Agreement and within the time specified in this Agreement, including any extensions thereof, or fails to perform any of the provisions of this Agreement and does not correct any such failure within 10 days of receipt of written notice or the date specified by ODOT in such written notice.

B. Consultant fails to complete work specified in Exhibit A as its responsibility, in accordance with the terms of this Agreement and within the time specified in this Agreement, including any extensions thereof, and does not correct any such failure within 10 days of receipt of written notice or the date specified by ODOT in such written notice.

C. If federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited or ODOT is prohibited from paying for such work from the planned funding source.

D. If ODOT fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow ODOT, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.

In the case of termination pursuant to A, B, C or D above, ODOT shall have any remedy at law or in equity, including but not limited to termination of any further disbursements hereunder. Any termination of this Agreement shall not prejudice any right or obligations accrued to the parties prior to termination.

SECTION 9. GENERAL PROVISIONS

A. Time is of the essence of this Agreement.

DRAFT

B. Except as otherwise expressly provided in this Agreement, any notices to be given hereunder shall be given in writing by personal delivery, facsimile, or mailing the same, postage prepaid, to ODOT or City at the address or number set forth on the signature page of this Agreement, or to such other addresses or numbers as either party may hereafter indicate pursuant to this Section. Any communication or notice so addressed and mailed is in effect five (5) days after the date postmarked. Any communication or notice delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine. To be effective against ODOT, such facsimile transmission must be confirmed by telephone notice to ODOT's Contract Administrator. Any communication or notice by personal delivery shall be deemed to be given when actually delivered.

C. ODOT and City are the only parties to this Agreement and are the only parties entitled to enforce the terms of this Agreement. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right not held by or made generally available to the public, whether directly, indirectly or otherwise, to third persons (including but not limited to any Consultant) unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.

D. Sections 5(H), 5(I), and 9 of this Agreement and any other provision which by its terms is intended to survive termination of this Agreement shall survive.

E. The parties agree as follows:

(a) Contribution.

If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against ODOT or Grantee ("Notified Party") with respect to which the other party ("Other Party") may have liability, the Notified Party must promptly notify the Other Party in writing of the Third Party Claim and deliver to the Other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by the Other Party of the notice and copies required in this paragraph and meaningful opportunity for the Other Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to the Other Party's contribution obligation under this Section 9(E) with respect to the Third Party Claim.

DRAFT

With respect to a Third Party Claim for which ODOT is jointly liable with the Grantee (or would be if joined in the Third Party Claim), ODOT shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the Grantee in such proportion as is appropriate to reflect the relative fault of ODOT on the one hand and of the Grantee on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of ODOT on the one hand and of the Grantee on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. ODOT's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including but not limited to the Oregon Tort Claims Act, ORS 30.260 to 30.300, if ODOT had sole liability in the proceeding.

With respect to a Third Party Claim for which the Grantee is jointly liable with ODOT (or would be if joined in the Third Party Claim), the Grantee shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by ODOT in such proportion as is appropriate to reflect the relative fault of the Grantee on the one hand and of ODOT on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the Grantee on the one hand and of ODOT on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. The Grantee's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including but not limited to the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.

(b) Choice of Law; Designation of Forum; Federal Forum.

(1) The laws of the State of Oregon (without giving effect to its conflicts of law principles) govern all matters arising out of or relating to this Agreement, including, without limitation, its validity, interpretation, construction, performance, and enforcement.

(2) Any party bringing a legal action or proceeding against any other party arising out of or relating to this Agreement shall bring the legal action or proceeding in the Circuit Court of the State of Oregon for Marion County (unless Oregon law requires that it be brought and conducted in another county). Each party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such

DRAFT

forum is an inconvenient forum.

(3) Notwithstanding Section 9.E (b)(2), if a claim must be brought in a federal forum, then it must be brought and adjudicated solely and exclusively within the United States District Court for the District of Oregon. This Section 9.E(b)(3) applies to a claim brought against the State of Oregon only to the extent Congress has appropriately abrogated the State of Oregon's sovereign immunity and is not consent by the State of Oregon to be sued in federal court. This Section 9.E(b)(3) is also not a waiver by the State of Oregon of any form of defense or immunity, including but not limited to sovereign immunity and immunity based on the Eleventh Amendment to the Constitution of the United States.

(c) Alternative Dispute Resolution.

The parties shall attempt in good faith to resolve any dispute arising out of this Agreement. This may be done at any management level, including at a level higher than persons directly responsible for administration of the Agreement. In addition, the parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding mediation or non-binding arbitration) to resolve the dispute short of litigation.

F. This Agreement and attached Exhibits (which are by this reference incorporated herein) constitute the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No modification or change of terms of this Agreement shall bind either party unless in writing and signed by all parties and all necessary approvals have been obtained. Budget modifications and adjustments from the work described in Exhibit A must be processed as an amendment(s) to this Agreement and the PSK. No waiver or consent shall be effective unless in writing and signed by the party against whom such waiver or consent is asserted. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of ODOT to enforce any provision of this Agreement shall not constitute a waiver by ODOT of that or any other provision.

G. This Agreement may be executed in several counterparts (facsimile or otherwise), all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives are duly authorized, have read this Agreement, understand it, and agree to be bound by its terms and conditions.

DRAFT

City

City of Molalla

By: _____
(Official's Signature)

(Printed Name and Title of Official)

Date: _____

ODOT

STATE OF OREGON, by and through
its Department of Transportation

By: _____
Jerri Bohard, Division Administrator or
designee
Transportation Development Division

Date: _____

Contact Names:

Gerald Fisher, Public Works Director
City of Molalla
PO Box 248
Molalla, OR 97038
Phone: 5038296855
Fax: 503-829-3676
E-Mail: gfisher@cityofmolalla.com

Gail Curtis, Contract Administrator
Transportation and Growth Management Program
123 NW Flanders
Portland, OR 97209-4037
Phone: 503-731-8206
Fax: 503-731-3266
E-Mail: Gail.E.Curtis@odot.state.or.us

**Exhibit A
 Statement of Work
 1B-16
 City of Molalla
 TSP Update**

Name: Address: Phone: Email:	Agency’s Project Manager (“APM”) for the WOC Gail Curtis, Senior Planner 123 NW Flanders Portland, OT 97209 503-731 8206 gail.e.curtis@odot.state.or.us	Name: Address: Phone: Email:	Consultant’s Project Manager (“PM”) for the WOC Matt Bell, Senior Project Manager 610 SW Alder Suite 700 Portland OR 97205 503-535-7435 Matt Bell <mbell@kittelso.com>
Name: Phone: Email:	Contract Administrator for the WOC Gail Curtis, Senior Planner 503-731-8206 gail.e.curtis@odot.state.or.us	Name: Phone: Email:	Alternate Contact for Local Agency Daniel Huff, City Manager (503) 829-6855 dhuff@cityofmolalla.com
Name: Address: Phone: Email:	Local Project Manager Gerald Fisher, P.E. Public Works Director City of Molalla 117 N Molalla Ave. PO Box 248 Molalla, OR 97038 503.759.0218 gfisher@cityofmollala.com		

Definitions

- Agency/ODOT – Oregon Department of Transportation
- APM – Agency Project Manager
- City - City of Molalla
- County – Clackamas County
- DLCD – Department of Land Conservation and Development
- OAR – Oregon Administrative Rules
- OHP – Oregon Highway Plan
- OR – Oregon Route
- PAC – Project Advisory Committee
- PMT – Project Management Team
- Project – City of Molalla Transportation System Plan update
- SCTD – South Clackamas Transportation District
- STA - Special Transportation Area
- TAC - Technical Advisory Committee
- TDM - Transportation Demand Management
- TSMO - Transportation System Management and Operations

DRAFT

TSP - Transportation System Plan
V/C - Volume to Capacity

Project Purpose and Transportation Relationship and Benefits

The current City of Molalla (“City”) Transportation System Plan (“TSP”) was adopted in 2001. This Project will update the 2001 TSP to reflect physical and regulatory changes that have occurred in the City, to ensure compliance with state provisions and to provide a 23-year planning horizon (2040) for transportation planning. The Updated TSP must implement and be consistent with Oregon Administrative Rules (“OAR”) 660-012, otherwise known as the Transportation Planning Rule. The Project will create the Updated TSP using elements of the 2001 TSP. The Project will also identify potential amendments to other implementing documents in conjunction with the Updated TSP.

Project Area

The Project Area encompasses the area within the City’s urban growth boundary.

Background

The City has a population of about 8,940 (2015) and comprises a downtown, residential developments, and some additional commercial on the western end of the City. The City is bordered by unincorporated Clackamas County (“County”). Oregon Route (“OR”) 211 serves the City, and intersects with OR 213 on the west side of the City. South Clackamas Transportation District (“SCTD”) has a transit center in Molalla and provides weekday transit service throughout Molalla and to and from Clackamas Community College and the City of Canby plus Saturday transit service to and from Clackamas Community College.

Over the past year the City has worked to update its Development Code by replacing it with a customized version of the Transportation and Growth Management Program’s Model Development Code for Small Cities (<http://www.oregon.gov/LCD/TGM/pages/modelcode.aspx>). The code update project webpage can be found on the City website. The code update project will be completed in August 2017. This Project will include additional policy and municipal code changes which are expected to be minor due to the code update currently underway.

A known key issue is the need for the Project to analyze and potentially change the Molalla Forest Road street classification from arterial to something else including possibly, a multiuse path. Molalla Forest Road is currently mostly unbuilt and the right of way is owned by the City of Molalla. The 2001 TSP arterial classification designation was given in order to provide an alternative for truck movement from OR 211 that also is Main Street. More recent community discussions include the idea of designating and developing Molalla Forest Road as a multiuse path for pedestrians and cyclists to serve as part of the County’s Active Transportation system between Toliver and OR 211 (W. Main Street).

Project Objectives

The Project aims to develop an Updated TSP which, when implemented, will make progress towards several goals:

- A. A balanced and connected multimodal transportation system.** The Project will update the 2001 TSP to plan for a complete multi-modal transportation system. A city-wide connectivity analysis will be completed and improvements identified to comply with OAR 660-012 and to

DRAFT

provide a prioritized list of projects and programs for a multi-modal transportation system. The Project will identify a range of needs and solutions, Transportation System Management and Operations (“TSMO”) including safety, operational, and access management improvements for all modes; Transportation Demand Management (“TDM”); traffic calming designs and devices; street connectivity; transit, bicycle and pedestrian improvements; and vehicle capacity improvements.

- B. Increased convenient and safe bicycle and pedestrian access to key destinations.** An objective is to improve safe access to key destinations. The Project will identify potential or needed sidewalk and crosswalk locations and bikeway improvements, including connections to existing and planned transit stops and the transit center.
- C. Preservation or enhancement of State highways, County and City streets.** The Project will take into account the operational and maintenance needs of the transportation system and the City’s financial capacity to meet operational and maintenance needs.
- D. Reduced emissions through reduced automobile vehicle miles traveled.** The Project will identify strategies to reduce motor vehicle miles traveled per capita and related emissions.
- E. Compliance with State Policies, Plans, Standards, and Requirements.** The Project will develop an Updated TSP that meets the requirements of OAR 660-012. The Updated TSP will also meet the requirements of the Oregon Highway Plan (“OHP”) mobility standards for State highways or propose alternative mobility standards consistent with the provisions of OHP Action 1F3, while demonstrating compliance with OHP Action 1F5 (pg. 74: https://www.oregon.gov/ODOT/TD/TP/docs/OHP/1999_OHP.pdf)
- F. Molalla Forest Road.** The Project will analyze the current road classifications and recommend changes if warranted, including whether Molalla Forest Road should be changed from the 2001 TSP recommended arterial designation.
- G. Planning Level Cost Estimates.** A Project objective is to provide the City with planning level cost estimates to update their Capital Improvement Plan and System Development Charges list subsequent to the Project. For this reason, complete and well-documented cost assumptions must be provided as a Project deliverable.

Performance Requirements

Unless otherwise specified in tasks:

Project Management

City Project Manager shall provide day-to-day and overall project administration and management. City Project Manager shall coordinate the participation and review and comment of other City staff.

City duties include:

- maintaining a Project list of interested persons and keeping them informed of the Community Meeting opportunities

DRAFT

- addressing citizen questions and concerns outside of the scheduled Project committee and community meetings
- providing regular briefings to the City Council, Planning Commission, interested groups, and other City advisory committees over the duration of Project

Project Management Team (“PMT”) must consist of the City Project Manager, Agency Project Manager (“APM”) and Consultant Project Manager. The purpose of the PMT is to ensure completion of tasks and deliverables in accordance with the Project Scope, Schedule and Budget, and to provide strategic input on policy, technical and public outreach issues. The PMT will meet as described in the tasks. The PMT will review and comment on draft deliverables.

Meetings

Meeting arrangements include: scheduling meeting dates and times with meeting participants, distribution of agendas and meeting materials in advance of the meeting, reserving a suitable meeting location, placing advertisements in local media, and posting notices in public locations (such as City buildings and libraries).

Conducting meetings includes: preparing draft and final agendas and meeting materials, making presentations, and facilitating discussion of relevant issues.

A minimum of two Consultant team members must present at each Technical Advisory Committee (“TAC”) and Project Advisory Committee (“PAC”) meeting. It is anticipated that all TAC and PAC meetings will occur on the same day.

Consultant shall prepare draft TAC, PAC, and Community meeting agendas and provide to City and APM at least two weeks before meeting; Consultant shall make requested revisions. Consultant shall post PAC and Community Meeting final agendas and meeting materials to Project Website at least one week before meeting.

City shall arrange and conduct the public hearing process for the adoption of the Updated TSP with the Molalla Planning Commission and City Council through joint meetings. City shall assemble and submit all necessary legal notices.

APM must be invited to all PMT, TAC, PAC, Planning Commission and City Council meetings.

Requirements about Public Involvement

Public involvement must comply with Statewide Planning Goal 1 (Citizen Involvement), which calls for “the opportunity for citizens to be involved in all phases of the planning process.” The City shall be responsible for the Citizen Involvement component with some Consultant involvement. Specific information regarding the deliverable and responsibility of Citizen Involvement is listed under the appropriate task.

The public involvement program must include specific steps to provide opportunities for participation by federal Title VI communities. City and Consultant shall use the Oregon Department of Transportation (“ODOT”) Title VI (1964 Civil Rights Act) guidance to identify Title VI populations (as

DRAFT

identified by Consultant under Task 3), formulate public involvement strategies, and report outreach efforts to and participation by Title VI communities, as required in Task 8.7 Title VI Report.

Community Meetings, a Project website, official City meetings, and ongoing receipt of public comments will ensure the public has multiple opportunities to take part in the development of the Project.

In carrying out the Citizen Involvement, the City and Consultant shall make an effort to have meetings include opportunity for representatives of the following interests to be heard: freight, business, residents-at-large, property development, active transportation, public health, environmental and environmental justice. “Environmental Justice” is the “fair treatment” and “meaningful involvement” of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.

“Fair treatment” means that no group of people, including a racial, ethnic, or a socioeconomic group, should bear a disproportionate share of the negative environmental consequences resulting from industrial, municipal, and commercial operations or the execution of federal, state, local, and tribal programs and policies.

“Meaningful involvement” means that: (1) potentially affected community residents have an appropriate opportunity to participate in decisions about a proposed activity that will affect their environment or health; (2) the public's contribution can influence the regulatory agency's decision; (3) the concerns of all participants involved will be considered in the decision making process; and (4) the decision makers seek out and facilitate the involvement of those persons or groups potentially affected.

The Consultant and City shall consider Title VI regarding outreach to minorities, women, and low-income youth and older adult populations. Special efforts shall be directed to ensuring outreach to and representation of minorities, women, and low income populations.

Requirements about Written and Graphic Deliverables

Consultant's written deliverables must be written concisely and use a simple and direct style, both to minimize the length of the final document and to make the document understandable to as large an audience as is reasonable. Where possible, the Consultant shall present information in tabular or graphic format, with a simple and concise accompanying narrative (e.g. system inventories, traffic conditions). Electronic versions must be in Microsoft Word format or an editable format agreed upon by the City and APM.

Maps must include, at a minimum: a scale; a north direction indicator; a color scheme that ensures readability in black and white; a legend; source; and date for the underlying information. All graphics must be provided to the City and APM in electronic format.

Review of Deliverables: Consultant shall provide a draft of written deliverables to the City Project Manager and APM in electronic format at least one week prior to broader distribution unless otherwise noted under the deliverable subtask. The Consultant's draft deliverables must be substantially complete and any changes or revisions needed to address comments are expected to be minor. City Project Manager and APM shall review the deliverables and submit comments to Consultant within one week.

DRAFT

Consultant shall incorporate City Project Manager and APM comments into revised deliverables for broader distribution, e.g. the public, TAC, PAC community meetings, and for posting on the Project website. Conflicting comments must be resolved by City Project Manager.

Within one week of TAC, PAC and Community Meetings, Consultant shall revise all deliverables, as directed by City Project Manager, to incorporate comments received from the City, APM, meeting participants and public. Consultants shall provide the revised deliverables to the PMT, TAC, and PAC, and post to Project Website, within one week unless otherwise specified or another agreed-upon amount of time is established.

Final Project Deliverables: Consultant shall provide final versions of Consultant Project deliverables in both Pdf and modifiable version to PMT. Final plans, headers and footers, and graphics will not include Consultant names and logos, Transportation and Growth Management Program or ODOT logos or project codes. These items will only be on the acknowledgement page.

As necessary, final plans and amendments to plans must be prepared as final policy statements of the local government and must not include language such as “it is recommended ...” or “City should” Final plan, plan amendments, or other documents to be adopted must include the amendments or deletions to existing City plans to avoid conflicts and enable integration of proposed plan with existing City documents.

Consultant shall provide draft and final tech memos where the draft deliverables must be substantially complete. Consultant is not responsible for addressing citizen questions on draft or final memos outside of Project committee meetings.

The following text must appear in the final version of the final deliverables:

This project is partially funded by a grant from the Transportation and Growth Management (TGM) Program, a joint program of the Oregon Department of Transportation and the Oregon Department of Land Conservation and Development. This TGM grant is financed, in part, by federal Fixing America’s Surface Transportation Act (“FAST Act”), local government, and the State of Oregon funds.

The contents of this document do not necessarily reflect views or policies of the State of Oregon.

Monthly Invoices and Progress Reports: Consultant shall provide Project progress reports with each invoice to the APM. The Progress Reports must document the deliverables completed and any outstanding or potential Project issues. One copy of each Deliverable must be submitted with the invoice in which payment for the Deliverable is requested.

Expectations about Planning for Transit

Transit plans and proposals must be developed collaboratively with SCTD before they are incorporated into the Updated TSP. The Updated TSP must include physical improvements and any needed changes in policy, design standards, or design practices needed to maximize safe, accessible, comfortable, and attractive walking and biking access to transit stops.

DRAFT

Expectations for Traffic Analysis

All data and calculations must be submitted to ODOT Region 1 Traffic Unit and City for review and record-keeping. Electronic file copies of analysis data are required. These written and electronic products must be in ODOT- and City-compatible formats such as Microsoft Office programs. Consultant shall submit an electronic copy of the final traffic modeling to the City. Model must be in a format that can be utilized by the City and subsequent City consultants to update and maintain the traffic model.

All traffic analysis work must comply with the following requirements:

- An Oregon-registered professional engineer must perform or oversee all traffic analysis work.
- Traffic count data is required for Study Intersections as identified in Subtask 3.1. All traffic volumes on State facilities must be adjusted to reflect the 30th highest hour.
- Intersection performance must be determined using the latest Highway Capacity Manual published by the Transportation Research Board. All traffic analysis software programs used must follow Highway Capacity Manual procedures. For all signalized intersections, use Synchro/SimTraffic or similar package to perform the traffic analysis. The City Engineer may approve a different intersection analysis method prior to use for City intersections.
- Operational mobility targets for State facilities must be volume to capacity (“V/C”). Standards for non-state facilities can be V/C, level-of-service, or a combination of V/C and level-of-service, depending on the applicable City and County standards.
- The V/C ratio for each lane group for each movement must be identified and considered in the determination of intersection performance. Future build network assumptions (alternatives) must be consistent with applicable City, County and ODOT design standards. Alternative improvements may be proposed subject to the approval of the facility’s jurisdiction.
- The Consultant-developed Project model must be based on the Metro regional transportation model (EMME2 or VISUM) to identify transportation road network deficiencies.
- The planning horizon year must be 2040 to provide consistency with OAR 660-012 and other local and planning efforts.
- Model volumes must be post-processed following National Cooperative Highway Research Program Report 255 guidelines.

TASKS

Task 1: Project Start

Subtasks

- 1.1 **PMT Conference Call Meetings** – Consultant shall arrange and conduct PMT Conference Call Meetings at least once a month (up to 12 meetings) throughout the Project. These PMT Meetings are in addition to the two PMT and three Joint PMT and TAC meetings specified in later tasks. Consultant shall provide a meeting agenda at least two business days prior to the meeting and provide summary meeting notes with decisions and action items within two days of the meeting.
- 1.2 **City Background Documents** –City shall provide links, or CDs, or hard copies, if not available online, of City Background Documents to Consultant within two weeks of the Notice to Proceed. City Background Documents must include, but are not limited to the following:
 - 10-year history of transportation revenue and expenditures including any City projections from System Development Charges or other existing funding mechanisms

- City GIS maps of the City, Urban Growth Boundary, streets, Comprehensive Plan and zone designations.
http://www.cityofmolalla.com/sites/default/files/fileattachments/planning/page/1605/city_map_4.1.15.pdf
- 2001 Molalla TSP
http://www.cityofmolalla.com/sites/default/files/fileattachments/planning/page/1603/molalla_transportation_system_plan_tsp.pdf
- Downtown Molalla Development and OR 211 Streetscape Plan (*adopted 2011*)
http://www.cityofmolalla.com/sites/default/files/fileattachments/planning/page/1603/molalla_-_downtown_master_plan_finall.pdf
- City Capital Improvement Plan
- City Comprehensive Plan
http://www.cityofmolalla.com/sites/default/files/fileattachments/planning/page/1603/3._final.molalla.comp_plan.10.09.2014.pdf
- Comprehensive Plan Map
http://www.cityofmolalla.com/sites/default/files/fileattachments/planning/page/1605/comp_plan_map.pdf
- City Municipal Code <http://qcode.us/codes/molalla/>, including the most recent draft of the new Municipal Code, if not yet adopted; updated drafts will be provided at subsequent points in the project to ensure that any proposed amendments are based on the most current version of the code.
- Zoning Map
http://www.cityofmolalla.com/sites/default/files/fileattachments/planning/page/1605/molalla_zoning_11x17.pdf
- Goal 5 Inventory and Map
- City Parks, Recreation and Trails Master Plan, adopted March, 2010 and January, 2014 draft plan.
- Regional and other major recreation trail locations and status
- City's Goal 9 Buildable Lands Inventory
- County TSP: <http://www.clackamas.us/transportation/tsp.html>
- Clackamas County Active Transportation Plan:
<http://www.clackamas.us/engineering/documents/atp.pdf>

1.3 Base Maps –Consultant shall develop Base Maps using GIS data depicting streets, Comprehensive Plan and zone designations. Base Maps must include off-street trails and trailheads including County Active Transportation network outside the City Urban Growth Boundary, railroads, obstacles such as steep slopes and known designated wetlands and creeks, and major land use attractors such as commercial zones, community centers, medical centers, civic institutions such as City Hall, churches, parks and schools. Base Maps must be in a GIS-compatible data format. Base Maps must be developed so that map layers can be used in subsequent tasks, for example to produce modal maps for the Updated TSP. Consultant shall use information available from City, Clackamas County, and ODOT.

1.4 Meeting Protocols – City shall prepare Meeting Protocols, outlining how the PAC meetings will be conducted and decisions made. Meeting Protocols must address how and when public

comment will be taken. City shall provide Meeting Protocols to Consultant for use at PAC Meeting #1.

- 1.5 Committee Rosters** – City shall appoint PAC and TAC members and prepare Committee Rosters within four weeks after Notice to Proceed.

PAC

The PAC serves as the voice of the community and advisory to the PMT to help carry out the Project goals and objectives. The PAC will work to ensure the Prioritization Criteria and performance measures used to select the preferred programs and solutions are consistent with community values. The City shall assemble the PAC to include citizens interested in the Project. City shall make an effort to select PAC members who live or own property in the urban growth boundary and represent different modal interests (i.e. walking, biking, transit, vehicular), residents-at-large, property developers, environmental justice communities, commercial and industrial business, and property owners.

TAC

The TAC will provide technical guidance to the PMT and coordination throughout the Project. The TAC will actively work to address and resolve technical and jurisdictional issues in order to produce a timely and complete Updated TSP. The TAC will consist of representatives of partnering agencies that have jurisdiction of facilities in Molalla, provide transportation services to the community, share common political boundaries, or serve in an advisory role. City shall assemble TAC which may include staff from City, County Transportation and Development, ODOT, Oregon Department of Land Conservation & Development (“DLCD”), Molalla Fire Department, Molalla School District, and SCTD.

- 1.6 Refined Project Schedule** – Consultant shall prepare Refined Project Schedule and deliver to City and APM at least one week before PMT Meeting #1. Refined Project Schedule must show Project deliverable and comment deadlines. Comment deadlines may be provided separate from Refined Project Schedule. Consultant shall update and distribute Refined Project Schedule to City and APM for approval up to four times during the Project period.
- 1.7 Project Flyer 1** – Consultant shall prepare draft and final Project Flyer 1, a 2-page flyer in English and Spanish. Consultant shall provide draft Project Flyer 1 to City and APM at least one week before PMT Meeting #1; Consultant shall make revisions in response to comments and prepare final Project Flyer 1 after PMT Meeting #1. Project Flyer 1 must use graphics and text to inform households, businesses, and institutions of the Project purpose, Refined Project schedule with major deliverables, describe opportunities to comment including the announcement of Community and On-Line Community Meeting #1 purpose, date and location. Project Flyer 1 must also indicate that language interpretation services must be requested at least one week prior to Community Meeting #1. Consultant shall post final Project Flyer 1 on Project Website within 6 weeks of Notice to Proceed. City shall post Project Flyer 1 at City Hall, library, Adult Community Center and grocery store(s) at least two weeks prior to Community and On-Line Community Meeting #1.
- 1.8 Project Website** – Consultant shall establish a Project Website within 6 weeks of the Notice to Proceed and operate for the duration of the Project. City shall have a link to the Project Website

DRAFT

on the City’s website. Consultant shall post Project deliverables throughout the Project at the direction of PMT. City Project Manager shall approve all material prior to posting on Project Website.

- 1.9 “Transportation System Planning 101” Training** – City shall arrange and Consultant shall conduct a “Transportation System Planning 101” Training as part of a joint PAC, Planning Commission, and City Council meeting open to the public. Consultant shall facilitate discussion of the role of a TSP in City governance and how Updated TSP will incorporate newer transportation planning concepts.

Consultant shall provide the draft version of the training presentation at least one week prior to PMT Meeting #1 for review and comment. Consultant shall make revisions, post to Project Website and provide PMT a copy of the final presentation.

- 1.10 PMT Meeting #1** – Consultant shall arrange and conduct PMT Meeting #1 to be held within two weeks of Notice to Proceed at City Hall. The purpose of PMT Meeting #1 is to provide comments on drafts of Refined Project Schedule, Project Flyer 1, and draft “Transportation System Planning 101” Training and to discuss upcoming Task 2 deliverables, and to set a standard date for future PMT Conference Call Meetings. Consultant shall provide an agenda and meeting material at least one week prior to PMT Meeting #1. Consultant shall provide a meeting summary no later than one week following PMT Meeting #1.

City Deliverables

- 1a PMT Conference Call Meetings (Subtask 1.1)
- 1b City Background Documents (Subtask 1.2)
- 1c Meeting Protocols (Subtask 1.4)
- 1d Committee Rosters (Subtask 1.5)
- 1e Link from City Website to Project Website (Subtask 1.8)
- 1f “Transportation System Planning 101” Training (Subtask 1.9)
- 1g PMT Meeting #1 (Subtask 1.10)
- 1h Review and comment on Consultant deliverables

Consultant Deliverables

- 1A PMT Conference Call Meetings (up to 12) (Subtask 1.1)
- 1B Base Maps (Subtask 1.3)
- 1C Refined Project Schedule (Subtask 1.6)
- 1D Project Flyer 1 (Subtask 1.7)
- 1E Project Website (Subtask 1.8)
- 1F “Transportation System Planning 101” Training (Subtask 1.9)
- 1G PMT Meeting #1 (Subtask 1.10)
- 1H Progress Reports (Subtask 1.11)

Task 2: Policy, Prioritization and Financial Framework

Subtasks

- 2.1 Tech Memo 1: Policy Framework and Code Review** – Consultant shall prepare draft, revised, and final Tech Memo 1 in a user-friendly format with a table of contents. Consultant shall

distribute draft Tech Memo 1 to PMT prior to broader distribution; City and APM shall provide comments. Consultant shall make revisions and distribute revised Tech Memo 1 to PMT, TAC, and PAC for Joint PMT and TAC Meeting #1 and PAC Meeting #1. Consultant shall make additional revisions in response to comments after Task 2 meetings and distribute final Tech Memo 1 to PMT, TAC, and PAC.

The purpose of Tech Memo 1 is to:

- document the City's and County's existing comprehensive plan policy language that pertain to the Project;
- summarize the requirements of and reference OAR 660-012-0045 and document aspects that are missing from City policy or code for OAR 660-012 compliance; and identify inadequate or missing policy or code that will need to be developed in Task 4;
- provide a link to the following state transportation modal plans, summarize plan purpose, reference the applicable policies, standards, and performance targets:
 - Oregon Transportation Options Plan;
 - Oregon Bicycle and Pedestrian Plan;
 - Oregon Transportation Safety Action Plan; and
 - OHP including Policy 1F and Action 1G1;
- document Project Area projects in the current State Transportation Improvement Program and those that have been completed from the 2001 TSP or other plans;
- document OR 211 Special Transportation Area ("STA") location and purpose;
- document existing truck movement policies if they exist and the current, May 2001 City TSP discussion about the challenges associated with creating a new, bypass road in the location of Molalla Forest Road to serve as a freight route alternative to Main Street (OR 211). Make clear that truck movement needs will be analyzed as part of the TSP Update and that based on ODOT input, a new roadway would be a local investment.

2.2 Tech Memo 2: TSP Analyses Methodology and Project Evaluation Criteria – Consultant shall prepare draft, revised, and final Tech Memo 2. The purpose of Tech Memo 2 is to:

- explain analysis methodology and assumptions associated with the existing and future conditions analysis including the population and employment forecasts for the Updated TSP; and
- gain consensus on the Evaluation Criteria to be used in Task 3 and Task 4 for development and review of Project solutions.

Tech Memo 2 analysis methodology must include a description of a pedestrian and bicycle level of traffic stress analysis tools to forecast and measure network quality changes and to be used in the development of Tech Memo 6: Future Needs Analysis.

The Evaluation Criteria must guide the development of the TSP Update and ensure that planned transportation solutions (projects and programs) meet identified needs (gaps and deficiencies). Tech Memo 2 must include recommended weighting of the Evaluation Criteria and be written in a user-friendly manner for public review.

DRAFT

Consultant shall distribute draft Tech Memo 2 to PMT for review and comments. Consultant shall make revisions and distribute revised Tech Memo 2 to PMT, TAC, and PAC for Joint PMT and TAC Meeting #1 and PAC Meeting #1. Consultant shall make additional revisions in response to comments after Task 2 meetings and distribute final Tech memo 2 to PMT, TAC, and PAC.

- 2.3 Tech Memo 3: TSP Financial Forecast** – Consultant shall prepare draft, revised, and final Tech Memo 3, a TSP Financial Forecast using data provided by the City in Task 1. The purpose of Tech Memo 3 is to estimate the types and amounts of revenue the City will have through 2040 for implementing prioritized projects and programs. Consultant shall also include SCTD financial forecast for capital projects.

Consultant shall distribute draft Tech Memo 3 to City and APM prior to broader distribution; City and APM shall provide comments. Consultant shall make revisions and distribute revised Tech Memo 3 to PMT, TAC, and PAC for Joint PMT and TAC Meeting #1 and PAC Meeting #1. Consultant shall make additional revisions in response to comments after Task 2 meetings and distribute final Tech Memo 3 to PMT, TAC, and PAC.

- 2.4 Joint PMT and TAC Meeting #1** – Consultant shall arrange and conduct Joint PMT and TAC Meeting #1. The purpose of Joint PMT and TAC Meeting #1 is to gain input on revised drafts of Tech Memos 1 through 3; to distribute Project Flyer 1, and to discuss Task 3. Consultant shall prepare and distribute agenda and meeting materials at least one week prior to Joint PMT and TAC Meeting #1. Consultant shall prepare and distribute a meeting summary no later than one week following Joint PMT and TAC Meeting #1.

- 2.5 PAC Meeting #1** – Consultant shall arrange and conduct PAC Meeting #1 to introduce the Project; review Meeting Protocols; review and receive feedback on revised draft Tech Memos 1 through 3 and to outline the Project’s next steps.

Consultant shall prepare and distribute agenda and meeting materials at least one week prior to PAC Meeting #1. Consultant shall prepare and distribute a meeting summary no later than one week following PAC Meeting #1.

City Deliverables

- 2a Joint PMT and TAC Meeting #1 (Subtask 2.4)
- 2b PAC Meeting #1 (Subtask 2.5)
- 2c Review and comment on Consultant deliverables

Consultant Deliverables

- 2A Tech Memo 1: Policy Framework and Code Review (Subtask 2.1)
- 2B Tech Memo 2: TSP Analyses Methodology and Project Evaluation Criteria (Subtask 2.2)
- 2C Tech Memo 3: TSP Financial Forecast (Subtask 2.3)
- 2D Joint PMT and TAC Meeting #1 (Subtask 2.4)
- 2E PAC Meeting #1 (Subtask 2.5)

Task 3: Existing Transportation System and Future Needs Analysis

Subtasks

3.1 Draft Tech Memo 4: Existing Transportation System – Consultant shall prepare draft and revised Draft Tech Memo 4, an assessment of existing conditions and planned improvements for all transportation systems and services.

Consultant shall distribute draft Tech Memo 4 to City and APM for review and comment. Consultant shall make revisions based on City and APM comments and distribute revised Draft Tech Memo 4 to PMT, TAC, and PAC for Joint PMT and TAC Meeting #2 and PAC Meeting #2. Initial draft of Draft Tech Memo 4 must be provided to City and APM concurrently with Draft Tech Memo 5.

Draft Tech Memo 4 must include the following:

- A. Environmental Justice – Consultant shall identify Title VI populations within Project Area for the purposes of identifying the City's transportation needs consistent with OAR 660-0012-0030 (1)(b), and avoiding undue adverse impacts when considering future projects. The Environmental Justice inventory must include maps identifying concentrations of sensitive populations in the Project Area and vehicle ownership by Census Block if available.
- B. Safety – Consultant shall analyze and document the crash data for the past five years on streets throughout the Project Area, including City, State, and County streets, and among all users, including people driving, walking, and riding bicycles. The analysis must identify and focus on fatalities and severe injuries (versus property damage only; consistent with the Oregon Transportation Safety Action Plan). Information from ODOT's most recent Safety Priority Index System list may be used when preparing the safety analysis for State highways and intersections. Consultant shall analyze offset arterial intersections and determine which of those pose a safety problem. Consultant shall analyze pedestrian crossings with pedestrian-involved crashes and determine which of those pose a safety problem.
- C. Public Transit – Consultant shall update the 2001 TSP to reflect Project Area's current transit conditions. Current transit conditions include school bus stop locations; and SCTD's stop locations, number of on- and off-boardings, travel times, headways, and service hours. Consultant shall identify deficiencies in the sidewalk network that affect access to transit stops and identify missing or deficient pedestrian crossings near transit stops. The deficiencies must be tracked throughout the Project to make clear they are related to access to transit (versus a general sidewalk deficiency). The public transit section must identify and acknowledge LIFT paratransit service.
- D. Active Transportation Options for Bicyclists and Pedestrians Inventory – Consultant shall update the 2001 TSP bicycle and pedestrian text and maps. Consultant shall update the Base Maps developed under Task 1 to document the sidewalk network gaps, deficiencies and general condition. Consultant shall also create a map showing crosswalk deficiencies. Field work must be conducted to confirm sidewalk system general conditions (i.e. poor,

somewhat poor, satisfactory). Existing and planned facilities must be distinguished. Inventory must include existing sidewalk and bike-lane widths and presence of landscape or buffer strips, and indicate sidewalks in poor condition and those in need of repair or replacement. Special attention must be given to identifying safe routes to schools and connecting citizens to key destinations without sole reliance on driving. Existing and Planned Pedestrian and Bicycle Facilities and Destinations must incorporate City's Parks, Recreation and Trails Master Plan. Documentation must include whether a portion or all of Molalla Forest Road has been considered or recommended as a multi-use path.

Consultant shall develop ¼ and ½ miles travel shed diagrams to illustrate the walking distances to key destinations. Key destinations include transit stops, schools, parks, libraries medical facilities, civic institutions, trailheads, and other destinations as recommended by the Consultant.

Consultant shall perform a needs analysis for bicycle facilities. Consultant shall develop one-mile and five-mile travel shed diagrams to illustrate biking distances to key destinations. Key destinations include transit stops, schools, parks, libraries medical facilities, civic institutions, trailheads, and other destinations as recommended by the Consultant.

- E. TSMO and TDM – Consultant shall prepare an existing conditions section addressing current or planned TSMO, TDM, access management, parking management, traffic calming and park and ride facilities, devices, and programs for the Project Area.
- F. Vehicle Traffic Speeds and Volumes and Performance– Consultant shall document existing traffic performance in accordance with the methodology and assumptions set forth in Tech Memo 2. Intersection performance information including bike and pedestrian movement must be provided for the following 16 intersections:

State Facilities (10):

- OR 211/S Ona Way
- OR 211/Leroy Avenue
- OR 211/Riding Avenue
- OR 211/S Molalla Avenue
- OR 211/Mathias Road including data needed to consider a roundabout as part of Tech Memo 8.
- OR 211/ Shirley Street
- OR 213 /Vick Road
- OR 213/Meadow Road
- OR 213/Toliver Road
- OR 213/OR 211

City Facilities (6):

- N Molalla Avenue/S Vick Road
- N Molalla Avenue/Toliver Road
- N Molalla Avenue/Heintz Street

DRAFT

- N Molalla Avenue/Shirley Street
- N Molalla Avenue/5th Street
- 5th Street/Mathias Road

Consultant shall conduct traffic counts for all plan intersections. Intersection counts must include mid-week weekday 2-hour P.M. Peak (4-6 P.M.) manual classification turning movement counts, including truck, bicycle, and pedestrian data. Count collection must be avoided in the following months: December, January, and February.

Consultant shall develop summary maps depicting roadway functional classifications, Average Daily Traffic volumes as available, PM peak hour traffic volumes and performance, posted speeds as available on arterial and collector streets throughout the Project Area. City shall provide and Consultant shall identify planned and completed roadway improvements in Project Area per the 2001 TSP.

- G. Street Network and Connectivity – Consultant shall create “Street Network Connectivity” map by updating Figure 18 of the 2001 TSP consistent with OAR 660-0012(045)(3). The updated map must include existing and proposed arterial, collector, and local streets; and pedestrian, bicycle, and trail connections. Consultant shall provide text description about the existing conditions of Molalla Forest Road and its classification to introduce the issue of reclassification to something other than an arterial including a multiuse trail system for pedestrian and cyclists.
- H. Freight – Consultant shall document existing freight routes. Consultant shall also determine and report on the ownership and status of the rail route between Canby and Molalla. Consultant shall document the location of area businesses that move freight by truck, and the routes they use.
- I. Evacuation Routes – Consultant shall document existing potential or actual evacuation routes using input from the Molalla Fire Department.
- J. Rail, Air, Pipeline, and Water Transportation – Consultant shall document any existing conditions changes since the 2001 TSP to rail, air, pipeline, and water transportation systems in the Project Area and vicinity.

- 3.2 **Draft Tech Memo 5: Future Needs Analysis** – Consultant shall prepare draft and revised Draft Tech Memo 5 building upon Tech Memos 1 through 4 to identify transportation needs that reflect the system gaps and deficiencies in the planning horizon year consistent with OAR 660-012-0030. Documentation of the transportation needs include all classifications of street types and modes.

Consultant shall distribute draft Tech Memo 5 to City and APM and City for review and comment. Consultant shall make revisions based on APM and City comments and distribute revised Draft Tech Memo 5 to PMT, TAC, and PAC for Joint PMT and TAC Meeting #2 and PAC Meeting #2. Initial draft of Draft Tech Memo 5 must be provided to City and APM concurrently with Draft Tech Memo 4.

Draft Tech Memo 5 must include review of the 2001 TSP identified needs and report on whether they remain needs. If they remain needs, Consultant shall include those needs in Draft Tech Memo 5 indicating they were previously identified in the 2001 TSP. Draft Tech Memo 5 must include a summary as well as a full report including the following elements which include a menu of potential solutions with a recommended list of solutions (i.e. project and programs) to be agreed upon for refinement as part Tech Memo 7.

Draft Tech Memo 5 must include the following:

- A. Street Network and Connectivity Needs Analysis – Consultant shall analyze the updated “Street Network Connectivity” map to determine consistency with OAR 660-0012(045)(3) and with the City’s street connectivity standards including local streets. Consultant shall identify deficiencies in street or pathway connectivity.
- B. Public Transportation and Inter-modal Connections Analysis – Consultant shall identify desired transit service levels and routes in the community, along with the actions and investments needed to support the desired level of transit service in coordination with SCTD, using the Environmental Justice map from Draft Tech Memo 4: Existing Transportation System. Consultant shall identify key pedestrian and bicycle needs that will provide better access to transit stops, including sidewalks and safe street crossings. Consultant shall identify the quality of existing transit stops, where more or new service is needed or desired.
- C. Safety Needs Analysis – Consultant shall update the 2001 TSP section on Safety applying the performance measures identified in Tech Memo 2: TSP Analyses Methodology and Project Evaluation Criteria, to identify locations that need safety improvements including pedestrian and bicyclist crossings of streets, especially those leading to key destinations Consultant shall update the 2001 TSP section on Safety to address the “safety intersections” and problem corridors identified in the existing conditions crash analysis in Draft Tech Memo 4: Existing Transportation System. City shall provide Consultant with information about observed and perceived speeding, as well as safety and traffic diversion problems on local streets. Consultant shall analyze needs for City-identified common safety problems and possible traffic calming measures.
- D. Pedestrian Needs Analysis – Consultant shall update the 2001 TSP to determine sidewalk and crosswalk deficiencies in the Project Area. Consultant shall update City maps to document sidewalk deficiencies and create a new map showing crosswalk deficiencies. Consultant shall identify connections needed to local and regional trails. Consultant shall develop ¼- and ½-mile travel shed diagrams to illustrate the walking distances to key destinations. Consultant shall also use a pedestrian level of traffic stress analysis tool to forecast and measure network quality changes.
- E. Bicycle Needs Analysis – Consultant shall update the 2001 TSP to determine bicycle network deficiencies. The Bicycle Needs Analysis must include evaluation of providing bicycle connections to the regional trails and greenways network including the Clackamas County Active Transportation Plan systems. Consultant shall develop one-

mile and five-mile travel shed diagrams to illustrate biking distances to key destinations. Consultant shall apply the Bicycle Level of Traffic Stress Analysis Tool to forecast and measure network quality changes.

- F. Street Future Conditions Performance and Capacity Needs Analysis – Consultant shall update the 2001 TSP to include future street performance and vehicle capacity needs based on applicable performance standards, with explanations of problem areas. The future intersection performance information must be provided for the same intersections Draft Tech Memo 4.
- G. TSMO, Access Management, TDM and Traffic Calming Needs Analysis – Consultant shall update the 2001 TSP needs analysis for access management. Consultant shall evaluate the existing local TSMO and TDM strategies and programs and identify gaps and opportunities to expand TSMO and TDM investments, strategies and programs, including multimodal traffic management, traveler information, and traffic calming. Consultant shall identify the need for any “park and ride” parking lots as part of addressing TDM needs.
- H. Freight Needs Analysis – Consultant shall update the 2001 TSP to identify gaps and deficiencies in the freight system. Consultant shall summarize the tradeoffs of discouraging truck traffic on Main Street (OR 211) and address the cost/benefit at a planning level for Molalla Forest Road being built and serving as an arterial and truck route.
- I. Air, Rail, Pipeline, and Water Needs Analysis – Consultant shall update the 2001 TSP air, rail, pipeline, and water needs analysis and identify needed changes. The Rail section must include information about current and future of passenger rail in the Willamette Valley and Oregon City.
- J. Menu of Potential Solutions – Consultant shall identify a menu of solutions to help solve or address the identified gaps and deficiencies (needs) for all travel modes. The solutions must be consistent with OHP Policy 1G1 where lower cost solutions such as sidewalk investments to support access to transit are made prior to resorting to investments that increase road vehicle capacity.

3.3 Joint PMT and TAC Meeting #2 – Consultant shall arrange and conduct Joint PMT and TAC Meeting #2 to review and receive feedback on Draft Tech Memo 4: Existing Transportation System and Draft Tech Memo 5: Future Needs Analysis; to agree on which projects or programs solutions should be further refined in Tech Memo 6; and to outline the Project next steps.

Consultant shall prepare an agenda and distribute it and Draft Tech Memos 4 and 5 at least two weeks prior to Joint PMT and TAC Meeting #2. Consultant shall prepare and distribute a meeting summary no later than one week following Joint PMT and TAC Meeting #1.

3.4 PAC Meeting #2 – Consultant shall arrange and conduct PAC Meeting #2 to review and receive feedback on Draft Tech Memo 4: Existing Transportation System and Draft Tech Memo 5: Future Needs Analysis; and agree on which PMT and TAC recommended projects or programs

DRAFT

solutions should be further refined in Tech Memo 6. Consultant shall also share PMT and TAC comments on the Draft Tech Memos 4 and 5; and outline the Project's next steps.

Consultant shall prepare an agenda and distribute it and the draft Tech Memos 4 and 5 at least two weeks prior to PAC Meeting #2. Consultant shall prepare and distribute a meeting summary no later than one week following PAC Meeting #2.

- 3.5 Community and On-Line Community Meeting #1** – City shall arrange and Consultant shall conduct Community Meeting #1 to present the Project purpose, opportunities for community input, and the key findings so far. The key findings of Draft Tech Memo 4: Existing Transportation System and Draft Tech Memo 5: Future Needs Analysis must be summarized and in graphic form. The graphic form to gain feedback on Draft Tech Memos 4 and 5 must be posted on-line as part of On-Line Community Meeting #1. A minimum of two Consultant team members shall attend Community Meeting #1 and the City shall provide any needed staff support. Consultant Key Staff: Matt Bell

Community Meeting #1 must include an On-Line Community Meeting #1 that allows people to participate online to provide input. The On-Line Community Meeting must include web versions of poster boards, presentation slides, and handouts presented at the Community Meeting, as well as the opportunity to provide similar input as sought at the in-person Community Meeting. On-Line Community Meeting #1 must take place during the in-person community meeting and the opportunity to give input must remain available for no fewer than 14 days. The Project Website and City Website must both include prominent links to On-Line Community Meeting #1.

Consultant shall prepare a summary of comments received from On-Line Community Meeting #1 event along with the in-person meeting summary notes within two weeks following the closure of the On-Line Community Meeting or Community Meeting # 1, whichever occurs last.

- 3.6 Final Tech Memos 4 and 5** - Consultant shall prepare Final Tech Memos 4 and 5, incorporating comments received, and distribute to PMT, TAC, and PAC.

City Deliverables

- 3a Joint PMT and TAC Meeting #2 (Subtask 3.3)
- 3b PAC Meeting #2 (Subtask 3.4)
- 3c Community and On-Line Community Meeting #1 (Subtask 3.5)
- 3d Review and comment on Consultant deliverables

Consultant Deliverables

- 3A Draft and revised Draft Tech Memo 4: Existing Transportation System (Subtask 3.1)
- 3B Draft and revised Draft Tech Memo 5: Future Needs Analysis (Subtask 3.2)
- 3C Joint PMT and TAC Meeting #2 (Subtask 3.3)
- 3D PAC Meeting #2 (Subtask 3.4)
- 3E Community and On-Line Community Meeting #1 (Subtask 3.5)
- 3F Final Tech Memos 4 and 5 (Subtask 3.6)

DRAFT

Task 4: Potential Solutions

Subtasks

- 4.1 Draft Tech Memo 6: TSP Solutions** – Consultant shall prepare draft and revised Draft Tech Memo 6 that includes evaluated solutions that address the identified needs in Tech Memo 5: Future Needs Analysis.

Consultant shall distribute draft Tech Memo 6 to City and APM for review and comment. Consultant shall make revisions based on City and APM comments and distribute revised Draft Tech Memo 6 to PMT, TAC, and PAC for Joint PMT and TAC Meeting #3 and PAC Meeting #3.

Draft Tech Memo 6 must consider viable, yet-to-be-completed solutions from the 2001 TSP and identify proposed new solutions for all needs, applying the Menu of Potential Solutions in Tech Memo 5 including solutions identified in the 2001 TSP. Consultant shall identify potential projects that would help meet the performance targets, including operational improvements, local street system improvements, TSMO, TDM, and walking, biking, and transit improvements, with order of magnitude cost estimates. Solutions must be packaged by mode and type.

Consultant shall identify one to two alternative solutions for major projects. City and APM shall provide direction on which projects merit development of alternative solutions, and the number of alternatives.

Consultant shall evaluate TSP Solutions against the final Project Evaluation Criteria identified in Final Tech Memo 2 and document evaluation. Solutions must be ranked and presented by priority such as High (1-5 years), Medium (6-10 years), and Low (11-20 years), and must include order of magnitude planning cost estimates in current dollars.

Tech Memo 6 must include the following elements:

- A. List of Improvements to Improve System Connectivity – Consultant shall recommend updates to the 2001 TSP to improve street network connectivity; where feasible connections can be made.
- B. Update of the 2001 TSP Safety Solutions and Improvements – Consultant shall include the 2001 TSP proposed recommended safety improvements not yet implemented for pedestrian, bicycle, transit, and vehicle travel for the 2001 TSP “Safety Study Intersections.” Consultant shall identify solutions for newly identified safety issues. Safety improvements are expected to potentially include traffic calming, realignment, or other geometric improvements, especially those that slow traffic speed or are among the Federal Highway Administration’s Proven Safety Countermeasures list. The description of proposed solutions must include the needed acquisition of any easements and rights-of-way.
- C. List of TSMO Solutions and Improvements – Consultant shall develop a list of TSMO solutions and improvements, including TDM, geometric, and operational improvements and including consideration of transit and freight signal priority. Consultant shall identify

projects within the Project Area and this region of the County that provide transportation system and demand management benefit for travelers to, through, and within the Project Area. Consultant shall use planning-level evaluation of potential strategies that effect signal timing (e.g., transit signal priority, freight signal priority, and Intelligent Transportation Systems strategies). Consultant shall also include best practices parking management strategies, TDM standards for new development, and TDM education and incentive programs. Consultant shall identify potential new “park and ride” parking lot locations, if identified as a need in Draft Tech Memo 5.

- D. Access Management Solutions – Consultant shall update the 2001 TSP as needed to recommend access management and spacing solutions for State facilities and City and County arterials and collectors. Solutions may be physical improvements or street standard amendments. Consultant shall identify facilities or segments thereof where a future more detailed access management plan would encourage smoother traffic flows with fewer collisions and fewer conflicts with pedestrians and bicycles.
- E. Lists of Pedestrian, Bicycle, Trail, and Transit Solutions and Improvements – Consultant shall recommend potential improvements to the existing local pedestrian, bicycle, trail, and transit system, both locally and regional connections including sidewalk access, safe crossings of streets to access transit stops, improved quality transit stops, and other identified transit needs. Consultant shall identify new routes and areas requiring new or additional transit service and identify whether these routes are likely to be cost-effective to serve.

Any language addressing recommendations for changes in transit service must be developed in collaboration with SCTD. Consultant shall recommend solutions to meet identified bicycle and pedestrian needs, including recommendations to improve connectivity to key employment and shopping destinations, schools and transit stops and to the existing multi-use trails system. Consultant shall recommend new multi-use trail locations within the Project Area. Consultant shall conduct an access to transit opportunities analysis using SCTD off and on data and Pedestrian Level of Traffic Stress Analysis results.

Bicycle and pedestrian projects must be shown as stand-alone projects, while indicating which of those offer the potential to be rolled into larger projects.

- F. List of Solutions and Improvements to Maintain Freight Mobility and Reliability – Consultant shall update the 2001 TSP to consider freight route needs to maintain freight mobility and reliability.
- G. List of Solutions and Improvements to Maintain Needed Vehicle Capacity – Consultant shall review the 2001 TSP vehicle capacity projects and recommend which capacity expansions are no longer financially feasible or desirable. Consultant shall also analyze the feasibility of a roundabouts at applicable intersections, including at OR 211 and Mathias Road; identify locations on state highways that do not or will not be likely to meet state highway mobility standards considering the 2001 TSP vehicle capacity Project

solutions, and the TSP Solutions recommended under A through F in this task, and identify new feasible and desirable solutions for those locations.

- H. **Screening** – Consultant shall screen new solutions (not 2001 TSP solutions) proposed above in A through G, for obvious environmental, engineering, and land use “fatal flaws” and anticipated funding capacity. This screening can be qualitative or sketch level, and need not include a full system wide traffic analysis, but does require operational analysis where alternative solutions to a specific localized operational or capacity demand are proposed.

Consultant shall identify, in consultation with ODOT or other facility owners, whether major improvements are feasible from financial, environmental, and land use perspectives. Where it is infeasible or impractical to meet the applicable mobility targets for OR 211 and OR 213 within the Project Area, the locations not meeting mobility targets and their current and future performance must be identified, and a future action to develop alternative mobility targets must be identified consistent with per OHP Action 1F.3: pg. 77: https://www.oregon.gov/ODOT/TD/TP/docs/OHP/1999_OHP.pdf

- 4.2 Draft Tech Memo 7: Regulatory Solutions** – Consultant shall prepare draft and revised Draft Tech Memo 7, building on Tech Memo 1, Policy Framework and Code Review, to recommend regulatory changes to implement the Project Objectives and to achieve local consistency with the applicable provisions of the OAR 660-012. Consultant shall distribute draft Tech Memo 7 to City and APM for review and comment. Consultant shall make revisions based on City and APM comments and distribute revised Draft Tech Memo 7 to PMT, TAC, and PAC for Joint PMT and TAC Meeting #3 and PAC Meeting #3.

Draft Tech Memo 7 must recommend City Code and Comprehensive Plan amendments that ensure the following:

- Consistency with OAR 660-012-0045(3), (6), and (7);
- Requirements are up to date to achieve connectivity and completeness of streets and pedestrian paths to support walking, bicycling, and transit; building orientation, street lighting, and furniture to support pedestrians; and street tree locations and spacing; and
- City access management standards are up to date for State, County and City collector and higher status classified roads.

Consultant shall use Metro’s “Creating Livable Streets: Street Design Guidelines”, and green street designs set forth in Metro’s “Green Streets: Innovative Solutions for Stormwater and Street Crossings”, and “Trees for Green Streets: an Illustrated Guide”, as well as the NACTO “Urban Street Design Guide” as sources for potential design solutions. Consultant shall consider short term and long term maintenance costs in recommending “Green Streets”.

Draft Tech Memo 7 must be in table format showing:

- City Code or comprehensive policy concept;
- existing City Code language or policy proposed to be changed (if it exists); and

DRAFT

- draft recommended City Code language or policy to achieve compliance in underline/strike-through adoption-ready format.

4.3 Joint PMT and TAC Meeting #3 – Consultant shall arrange and conduct Joint PMT and TAC Meeting #3 to review and receive feedback on Draft Tech Memo 6: TSP Solutions and Draft Tech Memo 7: Regulatory Solutions; and to outline the Project next steps.

Consultant shall prepare an agenda and distribute it and Draft Tech Memos 6 and 7 at least two weeks prior to Joint PMT and TAC Meeting #3. Consultant shall prepare and distribute a meeting summary no later than one week following Joint PMT and TAC Meeting #3.

4.4 PAC Meeting #3 – Consultant shall arrange and conduct PAC Meeting #3 to review and receive feedback on; Draft Tech Memo 6: TSP Solutions and Draft Tech Memo 7: Regulatory Solutions and to outline the Project next steps including Community and On-Line Community Meeting #2.

Consultant shall prepare an agenda and distribute it and Draft Tech Memos 6 and 7 at least two weeks prior to PAC Meeting #3. Consultant shall prepare and distribute a meeting summary no later than one week following PAC Meeting #3.

City Deliverables

- 4a Joint PMT and TAC Meeting #3 (Subtask 4.3)
- 4b PAC Meeting #3 (Subtask 4.4)
- 4c Review and comment on Consultant deliverables

Consultant Deliverables

- 4A Draft and revised Draft Tech Memo 6: TSP Solutions (Subtask 4.1)
- 4B Draft and revised Draft Tech Memo 7: Regulatory Solutions (Subtask 4.2)
- 4C Joint PMT and TAC Meeting #3 (Subtask 4.3)
- 4D PAC Meeting #3 (Subtask 4.4)

Task 5: Present Work to Date to Planning Commission and City Council

Subtasks

5.1 PMT Meeting #2 – Consultant shall arrange and conduct PMT Meeting #2 at City Hall in order to plan Community and On-Line Community Meeting #2 and prepare for Planning Commission and City Council meetings. Consultant shall make a recommendation on the 10 solutions warranting refinement in Task 6 and gain agreement on same with PMT.

Consultant shall prepare an agenda and distribute it and a draft Community and On-Line Community Meeting #2 agenda at least one week prior to PMT Meeting #2.

5.2 Planning Commission Meeting #1 – City shall arrange and Consultant shall conduct Planning Commission Meeting #1, a work session to provide high-level Project update to the Planning Commission. Consultant shall prepare a draft and final 10 to 20 slide presentation summarizing Final Tech Memo 5: Future Needs Analysis, Draft Tech Memo 6: TSP Solutions, and Draft Tech Memo 7: Regulatory Solutions; and to facilitate the Planning Commission’s input.

DRAFT

Consultant shall prepare a draft meeting agenda and distribute it and the draft slide presentation to the PMT for review and comment. Consultant shall prepare the final agenda and slide presentation based on PMT input and distribute to the City. City shall distribute final Planning Commission Meeting #1 agenda. Consultant Key Staff: Matt Bell

- 5.3 City Council Meeting #1** – City shall arrange and Consultant shall conduct City Council Meeting #1, a work session to provide the same presentation provided to the Planning Commission Meeting #1 and share Planning Commission Project comments. City shall distribute City Council Meeting #1 agenda. Consultant Key Staff: Matt Bell
- 5.4 Final Tech Memo 6** – Consultant shall finalize Tech Memo 6, incorporating comments received, and distribute to PMT, TAC and PAC within two weeks of Task 5 meetings.
- 5.5 Final Tech Memo 7** – Consultant shall finalize Tech Memo 7, incorporating comments received, and distribute to PMT, TAC and PAC within two weeks of Task 5 meetings. Tech Memo 7 must include the complete recommended code and policy changes that are proposed to be noticed for public hearing. Any new or modified language to Draft Tech Memo 7 must be clearly distinguished in Final Tech Memo 7.

City Deliverables

- 5a PMT Meeting #2 (Subtask 5.1)
- 5b Planning Commission Meeting #1 (Subtask 5.2)
- 5c City Council Meeting #1 (Subtask 5.3)
- 5e Review and comment on Consultant deliverables

Consultant Deliverables

- 5A PMT Meeting #2 (Subtask 5.1)
- 5B Planning Commission Meeting #1 (Subtask 5.2)
- 5C City Council Meeting #1 (Subtask 5.3)
- 5D Final Tech Memo 6 (Subtask 5.4)
- 5E Final Tech Memo 7 (Subtask 5.5)

Task 6: Refine Solutions

Subtasks

- 6.1 Draft Tech Memo 8: Planned and Financially Constrained Transportation Systems** – Consultant shall prepare draft and revised Draft Tech Memo 8 to describe and analyze the Planned and Financially Constrained Transportation Systems consistent with OAR 660-012-0040. Consultant shall distribute draft to City, APM and TAC for review and comment within two weeks of receipt. Consultant shall make revisions based on City, APM and TAC comments and distribute revised Draft Tech Memo 8 to PAC for PAC Meeting #4.

The description of each of the Transportation Systems must be sufficient to describe the planned mode, function, performance standards, typical cross-section, and general location of facilities, services, and improvements. Projects or planned improvements that involve financial contributions from sources outside the City must include a statement as to the likelihood of

funding availability, developed in concert with the jurisdiction or agency expected to provide funding. One-time capital funds must be distinguished clearly from continuing operating expenditures. The development of the Planned and Financially Constrained Transportation Systems must be consistent with the Project Goals and Objectives and must be based on the Prioritization Criteria. Consultant shall consider the feedback from the PMT, TAC, PAC, Planning Commission, and City Council in previous tasks while developing the Planned and Financially Constrained Transportation Systems.

Consultant shall analyze and summarize the performance of the Planned and Financially Constrained Transportation Systems consistent with Expectations for Traffic Analysis and building upon earlier Tech Memos. Consultant shall recommend any revisions to the Draft Planned and Financially Constrained Systems, based on the performance analysis. Consultant shall recommend phasing and sequencing of projects. If and where the recommended Planned System does not satisfy regional and State mobility targets, Consultant shall document the difference(s) and recommend a strategy for how this issue can best be addressed as a future action, consistent with OHP 1F-3.

Planning level cost estimate assumptions must be approved by City prior to developing project or program cost estimates as part of this deliverable.

Consultant shall prepare an executive summary.

- 6.2 Project Flyer 2** – Consultant shall prepare draft and final Project Flyer 2, a 2-page flyer in English and Spanish. Consultant shall provide draft Project Flyer 2 to City and APM at least one week before a PMT Conference Call Meeting; Consultant shall make revisions in response to comments and prepare final Project Flyer 2 after meeting. Project Flyer 2 must use graphics and text to inform households, businesses, and institutions of the Project purpose, Refined Project Schedule and to announce the Community and On-Line Community Meeting #2 date and location. Project Flyer 2 must also indicate that language interpretation services must be requested at least one week prior to Community Meeting #2. Consultant shall post final Project Flyer 2 on Project Website. City shall post Project Flyer 2 at City Hall, library, Adult Community Center and grocery store(s) at least two weeks prior to Community and On-Line Community Meeting #2.
- 6.3 PAC Meeting #4** – Consultant shall arrange and conduct PAC Meeting #4 to discuss Draft Tech Memo 8: Planned and Financially Constrained Transportation Systems and to gain consensus on what should constitute the Planned and Financially Constrained Transportation Systems and solutions needing further refinement as part of Final Tech Memo 8.

Consultant shall prepare an agenda and distribute it and Draft Tech Memo 8 at least two weeks prior to PAC Meeting #4. Consultant shall prepare and distribute a meeting summary no later than one week following PAC Meeting #4. Consultant Key Staff: Matt Bell

- 6.4 Community and On-Line Community Meeting #2** – City shall arrange and Consultant shall conduct Community and On-Line Community Meeting #2 to gain citizen feedback on Draft Tech Memo 8. City shall invite City Council and Planning Commission members to attend. A minimum of two Consultant team members shall attend Community Meeting #2 and City shall

DRAFT

provide staff support. Meeting materials must be previewed by the City and APM for approval and include, at a minimum, 5 to 10 poster boards and a 10 to 20 slide presentation. Consultant shall provide to City and APM a summary of the citizen comments and recommendations received at Community Meeting #2, in the form of meeting summary notes.

Community and On-Line Community Meeting #2 must allow people to participate on-line to provide input. The online event must take place during the in-person community meeting and remain available for no fewer than 14 days. The On-Line Community Meeting must include web versions of poster boards, presentation slides, and handouts presented at the Community Meeting, as well as the opportunity to provide similar input as sought at the in-person Community Meeting. Project Website and City Website must both include prominent links to On-Line Community Meeting #1. Consultant shall prepare a summary of comments received from On-Line Community Meeting #2 event along with the in-person meeting summary notes within two weeks following the closure of the On-Line Community Meeting or Community Meeting # 2, whichever occurs last. Consultant Key Staff: Matt Bell

- 6.5 City Council and Planning Commission Joint Work Session #1** – City shall arrange and Consultant shall conduct a joint work session to update the Planning Commission and City Council on the status of the Project and gain consensus on what should constitute the Planned and Financially Constrained Transportation Systems in Final Tech Memo 8 and any additional changes to TSP Policy and Regulatory Solutions from Final Tech Memo 7. Consultant’s presentation must include a 10 to 20 slide presentation summarizing the material to be reviewed by the City in advance of joint work session. Consultant Key Staff: Matt Bell
- 6.6 Final Tech Memo 8** – Consultant shall prepare Final Tech Memo 8 to reflect feedback from the City Council and Planning Commission Joint Work Session #1 including additional analysis and refinements of up to three solutions if requested. Consultant shall provide Final Tech Memo 8 to the PMT, TAC, and PAC within two weeks of Task 6 meetings.

City Deliverables

- 6a Project Flyer 2 mailing (Subtask 6.2)
- 6b PAC Meeting #4 (Subtask 6.3)
- 6c Community and On-Line Community Meeting #2 (Subtask 6.4)
- 6d City Council and Planning Commission Joint Work Session #1 (Subtask 6.5)
- 6e Review and comment on Consultant deliverables

Consultant Deliverables

- 6A Draft and revised Draft Tech Memo 8: Planned and Financially Constrained Transportation Systems (Subtask 6.1)
- 6B Project Flyer 2 (Subtask 6.2)
- 6C PAC Meeting #4 (Subtask 6.3)
- 6D Community and On-Line Community Meeting #2 (Subtask 6.4)
- 6E City Council and Planning Commission Joint Work Session #1 (Subtask 6.5)
- 6F Final Tech Memo 8 (Subtask 6.6)

DRAFT

Task 7: Updated TSP

Subtasks

- 7.1 Draft Updated TSP** – Consultant shall prepare a Draft Updated TSP and provide to PMT review and comment at least 60 days before the first evidentiary hearing. PMT shall provide comments within 14 days. Consultant shall make revisions and provide to City, APM, TAC and PAC and post for interested public with a comment deadline. Distribution and posting must occur no later than 40 days prior to the first evidentiary hearing.
- Draft Updated TSP must incorporate earlier Tech Memos as appendices.
- 7.2 DLCD Notice** – City shall prepare DLCD Notice and City shall submit, along with a copy of the Draft Updated TSP and Final Tech Memo 9, to DLCD at least 35 days prior to the first evidentiary hearing as directed by ORS 197.610 and OAR 660-018-020.
- 7.3 City Council and Planning Commission Joint Work Session #2** – City shall arrange and conduct a joint work session of the City Council and Planning Commission to review the Draft Updated TSP needed Code or Plan amendments identified in Final Tech Memo 7. Consultant shall attend to summarize comments from Community and Online Meeting #2, provide an overview of the Draft Updated TSP and to answer questions. Consultant Key Staff: Matt Bell
- 7.4 Recommended Updated TSP** – Consultant shall prepare the Recommended Updated TSP, incorporating City Council and Planning Commission comments, and shall submit six hard copies and one electronic copy to the City and one hard copy to the APM. Consultant shall post Recommended Updated TSP and regulatory amendments on Project Website. City shall send an email with a link to the Recommended Updated TSP and regulatory amendments to interested parties including the APM, TAC, PAC and DLCD.

City Deliverables

- 7a DLCD Notice (Subtask 7.2)
- 7b City Council and Planning Commission Joint Work Session #2 (Subtask 7.3)
- 7c Recommended Updated TSP Email Notice (Subtask 7.4)
- 7d Review and comments on Consultant deliverables

Consultant Deliverables

- 7A Draft Updated TSP (Subtask 7.1)
- 7B City Council and Planning Commission Joint Work Session #2 (Subtask 7.3)
- 7C Recommended Updated TSP (Subtask 7.4)

Task 8: Adoption

Subtasks

- 8.1 TSP Staff Report and Preliminary Findings** – City shall prepare TSP Staff Report with findings to support adoption of the Recommended Updated TSP and needed Code or Plan amendments identified in Final Tech Memo 7.

DRAFT

- 8.2 Planning Commission Hearing** – City shall arrange and conduct the Planning Commission Hearing to consider the Recommended Updated TSP and needed Code or Plan amendments identified in Final Tech Memo 7. Consultant shall attend one hearing to present the materials to be considered. Consultant Key Staff: Matt Bell
- 8.3 City Council Hearing** – City shall arrange and conduct the City Council Hearing to consider adoption of the Recommended Updated TSP and needed Code or Plan amendments identified in Final Tech Memo 7. Consultant shall attend one hearing to present the materials to be considered and the Planning Council recommended changes. Consultant Key Staff: Matt Bell
- 8.4 Final Updated TSP** – Consultant shall prepare a final version of the Updated TSP with the adopting ordinance number and effective date incorporating City Council actions at adoption hearings as reported by City. Consultant shall submit six printed and bound copies of the Final Updated TSP to City, plus two hard copies to APM and submit an electronic version to the City and APM in PDF and a modifiable format.
- 8.5 Final Updated Policy and Code Amendments** - City shall prepare Final Updated Policy and Code amendments, a revision, as necessary, of needed Code or Plan amendments identified in Final Tech Memo 8 to capture modifications or recommendations proposed through the adoption process. City shall submit two hard copies and an electronic version in PDF and a modifiable format to APM.
- 8.6 Adopted Documents to DLCD** – City shall submit an electric copy of the Final Updated TSP and Final Updated Policy and Code amendments to DLCD within 14 days after adoption.
- 8.7 Title VI Report** – City shall prepare and submit to APM Title VI Report documenting Project processes and outreach for all income, race, gender, and age groups for the entire Project.

City Deliverables

- 8a TSP Staff Report and Preliminary Findings (Subtask 8.1)
- 8b Planning Commission Hearing (Subtask 8.2)
- 8c City Council Hearing (Subtask 8.3)
- 8d Final Updated Policy and Code amendments (Subtask 8.5)
- 8e Adopted Documents to DLCD (Subtask 8.6)
- 8f Title VI Report (Subtask 8.7)

Consultant Deliverables

- 8A Planning Commission Hearing (Subtask 8.2)
- 8B City Council Hearing (Subtask 8.3)
- 8C Final Updated TSP (Subtask 8.4)

Task 9: Contingent Task

Contingent Task: No Services under this contingent task shall be performed without the prior written approval (e-mail acceptable) of APM. APM shall give separate written authorization for each subtask.

DRAFT

- 9.1 Contingent Meeting** – City shall arrange and Consultant shall attend an additional Project meeting (PMT, TAC, PAC, Planning Commission, or City Council) to present and receive feedback. Consultant shall provide summary meeting notes within one week of meeting.

City Deliverables

- 9a Contingent Meeting (Subtask 9.1)

Consultant Deliverables

- 9A Contingent Meeting (Subtask 9.1)

Project Schedule

Task	Schedule
1	Project Start
2	Policy, Prioritization and Financial Framework
3	Existing Transportation System and Future Needs Analysis
4	Potential Solutions
5	Present Work to Date to Planning Commission and City Council
6	Refine Solutions
7	Updated TSP
8	Adoption

City Match Table Estimate

Task	Supplies	Labor	Total	
1	Project Start	\$350	\$1,500	\$1,850
2	Policy, Prioritization and Financial Framework	\$350	\$3,000	\$3,350
3	Existing Transportation System and Future Needs Analysis	\$250	\$2,500	\$2,750
4	Potential Solutions	\$250	\$2,500	\$2,750
5	Present Work to Date to Planning Commission and City Council	\$100	\$2,500	\$2,600
6	Refine Solutions	\$100	\$2,500	\$2,600
7	Updated TSP	\$100	\$1,500	\$1,600
8	Adoption	\$105	\$1,500	\$1,605
	TOTALS	\$1,605	\$17,500	\$19,105

DRAFT

Consultant Amount Per Deliverable Table

Task 1	Project Start	Lump Sum Per Deliverable Amount
1A	PMT Conference Call Meetings (up to 12 @ \$450) (Subtask 1.1)	\$ 5,400
1B	Base Maps (Subtask 1.3)	\$ 1,550
1C	Refined Project Schedule (Subtask 1.6)	\$ 1,220
1D	Project Flyer 1 (Subtask 1.7)	\$ 1,210
1E	Project Website (Subtask 1.8)	\$ 3,880
1F	“Transportation System Planning 101” Training (Subtask 1.9)	\$ 2,130
1G	PMT Meeting #1 (Subtask 1.10)	\$ 1,970
	Subtotal	\$17,360
Task 2	Policy, Prioritization and Financial Framework	
2A	Tech Memo 1: Policy Framework and Code Review (Subtask 2.1)	\$ 4,720
2B	Tech Memo 2: TSP Analyses Methodology and Project Evaluation Criteria (Subtask 2.2)	\$ 5,640
2C	Tech Memo 3: TSP Financial Forecast (Subtask 2.3)	\$ 2,080
2D	Joint PMT and TAC Meeting #1 (Subtask 2.4)	\$ 2,230
2E	PAC Meeting #1 (Subtask 2.5)	\$ 1,150
	Subtotal	\$15,820
Task 3	Existing Transportation System and Future Needs Analysis	
3A	Draft Tech Memo 4: Existing Transportation System (Subtask 3.1)	\$17,340
3B	Draft Tech Memo 5: Future Needs Analysis (Subtask 3.2)	\$13,470
3C	Joint PMT and TAC Meeting #2 (Subtask 3.3)	\$ 1,360
3D	PAC Meeting #2 (Subtask 3.4)	\$ 640
3E	Community and On-Line Community Meeting #1 (Subtask 3.5)	\$6,540
3F	Final Tech Memos 4 and 5 (Subtask 3.6)	\$3,350
	Subtotal	\$42,700
Task 4	Potential Solutions	
4A	Draft Tech Memo 6: TSP Solutions (Subtask 4.1)	\$ 7,030
4B	Draft Tech Memo 7: Regulatory Solutions (Subtask 4.2)	\$ 3,820
4C	Joint PMT and TAC Meeting #3 (Subtask 4.3)	\$ 2,220
4D	PAC Meeting #3 (Subtask 4.4)	\$ 1,150
	Subtotal	\$ 14,220
Task 5	Present Work to Date to Planning Commission and City Council	
5A	PMT Meeting #2 (Subtask 5.1)	\$ 1,640
5B	Planning Commission Meeting #1 (Subtask 5.2)	\$ 1,580
5C	City Council Meeting #1 (Subtask 5.3)	\$ 1,580
5D	Final Tech Memo 6 (Subtask 5.4)	\$ 2,300
5E	Final Tech Memo 7 (Subtask 5.5)	\$ 1,460

DRAFT

Task 1	Project Start	Lump Sum Per Deliverable Amount
	Subtotal	\$ 8,560
Task 6	Refine Solutions	
6A	Draft Tech Memo 8: Planned and Financially Constrained Transportation Systems (Subtask 6.1)	\$ 7,840
6B	Project Flyer 2 (Subtask 6.2)	\$ 1,210
6C	PAC Meeting #4 (Subtask 6.3)	\$ 1,350
6D	Community and On-Line Community Meeting #2 (Subtask 6.4)	\$ 6,530
6E	City Council and Planning Commission Joint Work Session #1 (Subtask 6.5)	\$ 1,880
6F	Final Tech Memo 8 (Subtask 6.6)	\$ 2,560
	Subtotal	\$ 21,370
Task 7	Updated TSP	
7A	Draft Updated TSP (Subtask 7.1)	\$ 7,850
7B	City Council and Planning Commission Joint Work Session #2 (Subtask 7.3)	\$ 1,870
7C	Recommended Updated TSP (Subtask 7.4)	\$ 2,560
	Subtotal	\$ 12,280
Task 8	Adoption	
8A	Planning Commission Hearing (Subtask 8.2)	\$ 2,160
8B	City Council Hearing (Subtask 8.3)	\$ 1,720
8C	Final Updated TSP (Subtask 8.4)	\$ 2,560
	Subtotal	\$ 6,440
	Subtotal Non-Contingent	\$138,750
Task 9	Contingent Tasks	
9A	Contingent Meeting (9.1)	\$1,300
	Subtotal Contingent	\$1,300
	TOTAL	\$140,050

EXHIBIT B (Local Agency or State Agency)

CONTRACTOR CERTIFICATION

Contractor certifies by signing this contract that Contractor has not:

- (a) Employed or retained for a commission, percentage, brokerage, contingency fee or other consideration, any firm or person (other than a bona fide employee working solely for me or the above consultant) to solicit or secure this contract,
- (b) agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out the contract, or
- (c) paid or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above consultant), any fee, contribution, donation or consideration of any kind for or in connection with, procuring or carrying out the contract, except as here expressly stated (if any):

Contractor further acknowledges that this certificate is to be furnished to the Federal Highway Administration, and is subject to applicable State and Federal laws, both criminal and civil.

AGENCY OFFICIAL CERTIFICATION (ODOT)

Department official likewise certifies by signing this contract that Contractor or his/her representative has not been required directly or indirectly as an expression of implied condition in connection with obtaining or carrying out this contract to:

- (a) Employ, retain or agree to employ or retain, any firm or person or
- (b) pay or agree to pay, to any firm, person or organization, any fee, contribution, donation or consideration of any kind except as here expressly stated (if any):

Department official further acknowledges this certificate is to be furnished to the Federal Highway Administration, and is subject to applicable State and Federal laws, both criminal and civil.

EXHIBIT C

Federal Provisions Oregon Department of Transportation

I. CERTIFICATION OF NONINVOLVEMENT IN ANY DEBARMENT AND SUSPENSION

Contractor certifies by signing this contract that to the best of its knowledge and belief, it and its principals:

- 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
- 2. Have not within a three-year period preceding this contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery falsification or destruction of records, making false statements or receiving stolen property;
- 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

DRAFT

4. Have not within a three-year period preceding this contract had one or more public transactions (federal, state or local) terminated for cause or default.

Where the Contractor is unable to certify to any of the statements in this certification, such prospective participant shall submit a written explanation to Department.

List exceptions. For each exception noted, indicate to whom the exception applies, initiating agency, and dates of action. If additional space is required, attach another page with the following heading: Certification Exceptions continued, Contract Insert.

EXCEPTIONS:

Exceptions will not necessarily result in denial of award, but will be considered in determining Contractor responsibility. Providing false information may result in criminal prosecution or administrative sanctions.

The Contractor is advised that by signing this contract, the Contractor is deemed to have signed this certification.

II. INSTRUCTIONS FOR CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS—PRIMARY COVERED TRANSACTIONS

1. By signing this contract, the Contractor is providing the certification set out below.
2. The inability to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The Contractor shall explain why he or she cannot provide the certification set out below. This explanation will be considered in connection with the Oregon Department of Transportation determination to enter into this transaction. Failure to furnish an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the Department determined to enter into this transaction. If it is later determined that the Contractor knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government or the Department may terminate this transaction for cause or default.
4. The Contractor shall provide immediate written notice to the Department if at any time the Contractor learns that its certification was

erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", and "voluntarily excluded", as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the Department's Program Section (Tel. (503) 986-3400) to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The Contractor agrees by entering into this contract that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transactions with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the Department or agency entering into this transaction.
7. The Contractor further agrees by entering into this contract that it will include the Addendum to Form FHWA-1273 titled, "Appendix B--Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions", provided by the Department entering into this covered transaction without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List published by the U. S. General Services Administration.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

DRAFT

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government or the Department, the Department may terminate this transaction for cause or default.

III. ADDENDUM TO FORM FHWA-1273, REQUIRED CONTRACT PROVISIONS

This certification applies to subcontractors, material suppliers, vendors, and other lower tier participants.

- Appendix B of 49 CFR Part 29 -

Appendix B--Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion--Lower Tier Covered Transactions

Instructions for Certification

1. By signing and submitting this contract, the prospective lower tier participant is providing the certification set out below.
 2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
 3. The prospective lower tier participant shall provide immediate written notice to the person to which this contract is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
 4. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal", and "voluntarily excluded", as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this contract is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this contract that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
 6. The prospective lower tier participant further agrees by submitting this contract that it will include this clause titled, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction", without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
 7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the nonprocurement list.
 8. Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
 9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion--Lower Tier Covered Transactions

- a. The prospective lower tier participant certifies, by submission of this proposal, that neither it

nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.

- b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall submit a written explanation to Department.

IV. EMPLOYMENT

1. Contractor warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this contract and that he has not paid or agreed to pay any company or person, other than a bona fide employee working solely for Contractors, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach or violation of this warranting, Department shall have the right to annul this contract without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.
2. Contractor shall not engage, on a full or part-time basis or other basis, during the period of the contract, any professional or technical personnel who are or have been at any time during the period of this contract, in the employ of Department, except regularly retired employees, without written consent of the public employer of such person.
3. Contractor agrees to perform consulting services with that standard of care, skill and diligence normally provided by a professional in the performance of such consulting services on work similar to that hereunder. Department shall be entitled to rely on the accuracy, competence, and completeness of Contractor's services.

V. NONDISCRIMINATION

During the performance of this contract, Contractor, for himself, his assignees and successors in interest, hereinafter referred to as Contractor, agrees as follows:

1. Compliance with Regulations. Contractor agrees to comply with Title VI of the Civil Rights Act of 1964, and Section 162(a) of the Federal-Aid Highway Act of 1973 and the Civil Rights

Restoration Act of 1987. Contractor shall comply with the regulations of the Department of Transportation relative to nondiscrimination in Federally assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are incorporated by reference and made a part of this contract. Contractor, with regard to the work performed after award and prior to completion of the contract work, shall not discriminate on grounds of race, creed, color, sex or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. Contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contract covers a program set forth in Appendix B of the Regulations.

2. Solicitation for Subcontractors, including Procurement of Materials and Equipment. In all solicitations, either by competitive bidding or negotiations made by Contractor for work to be performed under a subcontract, including procurement of materials and equipment, each potential subcontractor or supplier shall be notified by Contractor of Contractor's obligations under this contract and regulations relative to nondiscrimination on the grounds of race, creed, color, sex or national origin.
3. Nondiscrimination in Employment (Title VII of the 1964 Civil Rights Act). During the performance of this contract, Contractor agrees as follows:
 - a. Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex or national origin. Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this nondiscrimination clause.

b. Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex or national origin.

4. Information and Reports. Contractor will provide all information and reports required by the Regulations or orders and instructions issued pursuant thereto, and will permit access to his books, records, accounts, other sources of information, and his facilities as may be determined by Department or FHWA as appropriate, and shall set forth what efforts he has made to obtain the information.

5. Sanctions for Noncompliance. In the event of Contractor's noncompliance with the nondiscrimination provisions of the contract, Department shall impose such agreement sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:

- a. Withholding of payments to Contractor under the agreement until Contractor complies; and/or
- b. Cancellation, termination or suspension of the agreement in whole or in part.

6. Incorporation of Provisions. Contractor will include the provisions of paragraphs 1 through 6 of this section in every subcontract, including procurement of materials and leases of equipment, unless exempt from Regulations, orders or instructions issued pursuant thereto. Contractor shall take such action with respect to any subcontractor or procurement as Department or FHWA may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event Contractor becomes involved in or is threatened with litigation with a subcontractor or supplier as a result of such direction, Department may, at its option, enter into such litigation to protect the interests of Department, and, in addition, Contractor may request Department to enter into such litigation to protect the interests of the State of Oregon.

VI. DISADVANTAGED BUSINESS ENTERPRISE (DBE) POLICY

In accordance with Title 49, Code of Federal Regulations, Part 26, Contractor shall agree to abide by and take all necessary and reasonable steps to comply with the following statement:

DBE POLICY STATEMENT

DBE Policy. It is the policy of the United States Department of Transportation (USDOT) to practice nondiscrimination on the basis of race, color, sex and/or national origin in the award and administration of USDOT assist contracts. Consequently, the DBE requirements of 49 CFR 26 apply to this contract.

Required Statement For USDOT Financial Assistance Agreement. If as a condition of assistance the Agency has submitted and the US Department of Transportation has approved a Disadvantaged Business Enterprise Affirmative Action Program which the Agency agrees to carry out, this affirmative action program is incorporated into the financial assistance agreement by reference.

DBE Obligations. The Oregon Department of Transportation (ODOT) and its contractor agree to ensure that Disadvantaged Business Enterprises as defined in 49 CFR 26 have the opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds. In this regard, Contractor shall take all necessary and reasonable steps in accordance with 49 CFR 26 to ensure that Disadvantaged Business Enterprises have the opportunity to compete for and perform contracts. Neither ODOT nor its contractors shall discriminate on the basis of race, color, national origin or sex in the award and performance of federally-assisted contracts. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of such contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as ODOT deems appropriate.

The DBE Policy Statement and Obligations shall be included in all subcontracts entered into under this contract.

Records and Reports. Contractor shall provide monthly documentation to Department that it is subcontracting with or purchasing materials from the DBEs identified to meet contract goals. Contractor shall notify Department and obtain its written approval before replacing a DBE or making any change in the DBE participation listed. If a DBE is unable to fulfill the original obligation to the contract, Contractor must demonstrate to Department the Affirmative Action steps taken to replace the DBE with another DBE. Failure to do so will result in withholding payment on those items. The monthly documentation will not be

DRAFT

required after the DBE goal commitment is satisfactory to Department.

Any DBE participation attained after the DBE goal has been satisfied should be reported to the Departments.

DBE Definition. Only firms DBE certified by the State of Oregon, Department of Consumer & Business Services, Office of Minority, Women & Emerging Small Business, may be utilized to satisfy this obligation.

CONTRACTOR'S DBE CONTRACT GOAL

DBE GOAL 0 %

By signing this contract, Contractor assures that good faith efforts have been made to meet the goal for the DBE participation specified in the contract for this project as required by ORS 200.045, and 49 CFR 26.53 and 49 CFR, Part 26, Appendix A.

VII. LOBBYING

The Contractor certifies, by signing this agreement to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering

into this transaction imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor also agrees by signing this agreement that he or she shall require that the language of this certification be included in all lower tier subagreements, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

FOR INQUIRY CONCERNING ODOT'S
DBE PROGRAM REQUIREMENT
CONTACT OFFICE OF CIVIL RIGHTS
AT (503)986-4354.

DRAFT

EXHIBIT D
ELIGIBLE PARTICIPATING COST
DESCRIPTION
PERSONNEL SERVICES
<i>Salaries</i> - Straight time pay for regular working hours in a monthly period. Includes standard labor distributions like Social Security Taxes, Workers' Compensation Assessments and Medical, Dental, Life Insurance. Excludes mass transit tax, vacation leave, sick leave and compensatory time taken.
<i>Overtime</i> - Payments to employees for work performed in excess of their regular work shift.
<i>Shift Differential</i> - Payments to employees, in addition to regular pay, for shift differential work as described in labor contracts or Personnel Rules.
<i>Travel Differential</i> - Payments to employees, in addition to regular pay, for travel time to and from work on projects in excess and beyond an 8 hour day as described in labor contracts or Personnel Rules.
SERVICES AND SUPPLIES
In-State Travel - Per Rates Identified in State Travel Handbook
<i>Meals & Misc.</i> - Payment for meals incurred while traveling within the State of Oregon.
<i>Lodging & Room Tax</i> - Payment for lodging, including room taxes, incurred while traveling within the State of Oregon. Fares, Taxi, Bus, Air, Etc.
<i>Per Diem</i> - Payment for per diem, incurred while traveling within the State of Oregon.
<i>Other</i> - Payment for other miscellaneous expense, incurred while traveling within the State of Oregon.
<i>Private Car Mileage</i> - Payment for private car mileage while traveling within the State of Oregon.
Office Expense
<i>Direct Project Expenses Including:</i>
<i>Photo, Video & Microfilm Supplies</i> - Payment for photography, video and microfilm supplies such as film for cameras, blank video tapes, storage folders, etc.
<i>Printing, Reproduction & Duplication</i> - Expenditures for services to copy, print, reproduce and/or duplicate documents.
<i>Postage</i> - Payment for direct project postage.
<i>Freight & Express Mail</i> - Payment for direct project freight services on outgoing shipments.
Telecommunications
<i>Phone Toll Charges (long-distance)</i> - Payment for telephone long distance charges.
Publicity & Publication
<i>Publish & Print Photos</i> - Payment for printing and publishing photographs to development of publicity and publications.
<i>Conferences</i> (costs to put on conference or seminars)
Equipment \$250 - \$4,999
NOT ELIGIBLE
Employee Training, Excluding Travel
NOT ELIGIBLE
Training In-State Travel
NOT ELIGIBLE
CAPITOL OUTLAY
NOT ELIGIBLE

DRAFT

EXHIBIT E

Information Required by 2 CFR 200331(a) (1)

1. Federal Award Identification: 0000(240)
2. Grantee Name (which must match the name associated with 3 below): City of Molalla
3. Grantee's unique entity identifier (i.e. DUNS number): 002173748
4. Federal Award Identification Number (FAIN): 0000(240)
5. Federal Award Date: September 9, 2016
6. Period of Performance Start and End Date: From June 2017 to October 2018
7. Total Amount of Federal Funds Obligated by this Agreement: \$140,050

A. Total Amount of Federal Award: \$140,050

Federal award project description: 2015-17 Transportation and Growth Management

Program

Name of Federal awarding agency: FHWA

Contact information for awarding official: Linda Swan

Indirect cost rate: 0%

i.a. CFDA Number and Name: 20.205 - Highway Planning and Construction

i.b. Amount: \$140,050

ii.a. CFDA Number and Name: _____

ii.b. Amount: _____

iii.a. CFDA Number and Name: _____

iii.b. Amount: _____

B. Total Amount of Federal Award: _____

Federal award project description: _____

Name of Federal awarding agency: _____

Contact information for awarding official: _____

Indirect cost rate: _____

i.a. CFDA Number and Name: _____

i.b. Amount: _____

ii.a. CFDA Number and Name: _____

ii.b. Amount: _____

iii.a. CFDA Number and Name: _____

iii.b. Amount: _____

C. Total Amount of Federal Award: _____

Federal award project description: _____

Name of Federal awarding agency: _____

DRAFT

Contact information for awarding official:

Indirect cost rate: _____

i.a. CFDA Number and Name: _____

i.b. Amount: _____

ii.a. CFDA Number and Name: _____

ii.b. Amount: _____

iii.a. CFDA Number and Name: _____

iii.b. Amount: _____

8. Total Amount of Federal Funds Obligated to Grantee: \$140,050
9. Is Award R&D? Yes No



Public Works Department

117 N Molalla Avenue

PO Box 248

Molalla, Oregon 97038

Phone: (503) 829-6855

Fax: (503) 829-3676

May 18, 2017

TO: Dan Huff, City Manager
Chaunee Seifried, Finance Director

FROM: Gerald Fisher, Public Works Director

RE: Recommended Modification to the Stormwater Fee Methodology

Dan,

In 1999, the City adopted a stormwater fee methodology to provide for a mechanism that would generate revenue for the maintenance and operation of the stormwater collection and detention system. This memorandum provides a brief overview of the original methodology, updated analysis of impervious surface equivalent dwelling unit (EDU), and recommended methodology revisions for adoption by the City Council in a resolution.

1999 Storm Drainage User Fee Calculation

The attached report and resolution discussed the methodology for setting a base EDU, determining the total EDU's in the City of Molalla using Clackamas County GIS data, and setting a fee based on EDU's with limitations on large commercial and industrial properties. The EDU's were set at 2,640 square feet of impervious surface based on a Unified Sewerage Agency (now Cleanwater Services) stormwater user fee. A budget for operations and maintenance of the system was calculated and divided by the total number of EDU's to determine a monthly price for EDU. That total was set at \$2.00 per month. The report also recommended that large commercial and industrial properties be capped at 20 EDU's as an interim measure to limit the impact on those properties with the adoption of a new user fee.

V. Conclusions and Recommendations

"... The adoption of the user charge system we have proposed will not be burdensome to most residents and will be received by the regulatory agencies as a positive step. In the interim, single family residential users should be charged a minimum fee of \$2.00 per month and multi-family users be charged a multiple of this amount as we have indicated in the preceding sections of this report. Of primary concern is how much and how to charge the larger commercial and industrial users. We are recommending that, in the interim, the user charge for the larger commercial and industrial customers be limited to

an equivalent of 20 EDU's per each site. This issue will have to be addressed further and more in depth as it could be considered to be unfair. ..."

Eighteen years have passed since the adoption of this methodology and to date no revisions to the methodology have been approved.

Updated EDU and Impervious Surface Analysis

The Public Works Department recently performed an analysis of 30 randomly selected single family residential properties utilizing the City's GIS system (see attached February 27, 2017 report). Each property was measured for total impervious surface and an average of 2,984 square feet was calculated. A selection was made of all commercial, industrial, and residential properties not classified as single family residential and each property was measured for impervious surface. The total impervious surface calculated was 11,255,252 square feet, or 3,776.93 EDU's. The total number of single family residential properties was 2,244 giving a grand total of 6,021 EDU's within the City. Applying the existing methodology from the 1999 report, a cap of 20 EDU's was applied to all large properties which in turn decreased the total number of EDU's in the City to 4,539, a difference of 1,482 EDU's or single family homes. The total number of properties which currently receive the 20 EDU cap is approximately 1.5% of all users.

Recommended Revisions to the Methodology

The difference in EDU's that is artificially created by the cap on large properties transfers the costs of operating, maintaining, and upgrading the stormwater systems from large users to the other 98.5% of users. As rates increase, the percentage of fees paid by single family residential properties increases at a greater rate than those of a large property. In order to balance the fees and associated increases to a fair square foot to square foot of impervious surface stormwater cost, the following is a list of recommended methodology changes:

Recommendation #1 – Based on the revised numbers from the analysis report, we recommend that the EDU be adjusted from the Unified Sewerage Agency value of 2,640, which is based on a Portland Metropolitan Area value, to a local value of 2,980 square feet based on City of Molalla property data.

Recommendation #2 – We recommend that the multifamily property EDU's be calculated based on their impervious surface contribution and not on the number of dwelling units. The impervious surfaces already determined will then be divided by 2,980 to provide an EDU factor that can be multiplied by a monthly fee per EDU.

Recommendation #3 – We recommend that the cap of 20 EDU's for commercial and industrial properties be removed. The impervious surfaces already determined will then be divided by 2,980 to provide an EDU factor that can be multiplied by a monthly fee per EDU. This will match the methodology applied to multifamily properties and provide an incentive for

commercial and industrial properties to balance the need for impervious surface with a fair share cost to provide a conveyance system to support their runoff.

Recommendation #4 – We recommend that the factor generated from multifamily, commercial, and industrial properties be rounded to the nearest hundredth. A property with 48,393 SF of impervious surface would have a factor of 16.24 ($48,393 \div 2,980 = 16.24$). A property with 7,284 SF of impervious surface would have a factor of 2.44 ($7,284 \div 2,980 = 2.44$).

Recommendation #5 – We recommend that this modification be adopted by City Council in a resolution that repeals Resolution 1999-11 and becomes effective upon adoption.

Thank you and let me know if you need any additional information.

RESOLUTION 1999-¹¹~~10~~

A RESOLUTION OF THE CITY OF MOLALLA ESTABLISHING A SURFACE WATER UTILITY USER CHARGE AND ADOPTING A METHODOLOGY THEREFOR.

WHEREAS, Section 13.13.030 of the Molalla Municipal Code establishes a Surface Water Utility User Charge, and specifies that the rate shall be in an amount reasonable and necessary to fund the administration, planning, design, construction, operation, maintenance and repair of the Surface Water Management System; and,

WHEREAS, that Section of the Municipal Code specifies that the rate shall be set by City Council resolution,

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOLALLA AS FOLLOWS:

1. The methodology attached hereto and incorporated herein by reference regarding the calculation of the Surface Water Utility User Charge is hereby adopted.

2. The Surface Water Utility User rate is hereby established at \$2.00 per month per Equivalent Development Unit.

Duly adopted this 28th day of April, 1999 by a vote of 6 ayes and 0 nays:

Nick Clarke
MAYOR

ATTEST this 28th day of April, 1999:

Melanie Helms
City Recorder

CITY OF MOLALLA, OREGON

STORM DRAINAGE USER FEE CALCULATION

I. INTRODUCTION

Many municipalities and special purpose districts have established user fees for those services that relate to maintenance of public infrastructure. These fees are often collected for the maintenance and operation of storm water collection and detention systems.

Cities that have a storm drainage user fee are covering expenses that directly relate to the administration and maintenance of storm water collection systems. The user fees are collected separately and are maintained in a special storm drainage fund. These funds are used only for storm drainage projects. The storm drainage budget must be well defined and be supported by work plans that match or in some cases exceed the funds available from the fees collected. A city starting a user fee system is usually well behind in funding what is required for supporting a good storm drainage maintenance system. This is especially true now that water quality and quantity standards for discharges into streams have become more regulated and stringent.

The storm water discharge requirements are currently being revised. The regulations are probably going to be more stringent, especially regarding discharge into a stream that has or may have had runs of anadromous fish. Certainly, meeting the goals of this program will be very expensive.

II. GOALS

The goals of the Clean Water Act, the Oregon Plan, EPA Regulations, and other initiatives and the benefits derived from cleaning up our nation's waterways have merit. However, what needs to be done and what the public can afford to support are difficult to match. A well maintained and functioning storm drainage system is a key factor in meeting the goals of these programs. To be viable, such a system requires stable financing. A storm drainage user fee could be used to provide stable and adequate funding for the system. The goals of the storm water user fee program are as follows:

1. To support the goal of cleaning up our nation's waterways.
2. To develop a user fee system that makes the cost causer and the cost payer one and the same.
3. To develop a stable financial base from which the City of Molalla can develop a Plan of Operation to meet the local and state goals for clean water discharging into the tributaries of the Molalla River and Pudding River.

III. STUDY PARAMETERS

The parameters for calculating a storm drainage user fee are similar to other user charge calculation. One must arrive at a cost for performing the service and then develop a method to spread those costs to those benefiting from the service. The parameters for the study must lead to a fair and equitable user charge that supports the goals of the

CITY OF MOLALLA, OREGON STORM DRAINAGE USER FEE CALCULATION

program. The user fees must not be used for anything other than maintenance and repair of the storm drainage collection system.

IV. METHODOLOGY

The first step in the methodology is perform an inventory of the areas that are within the City of Molalla's corporate limits that are considered to be impervious. All rainfall on those impervious areas is treated as run-off to the drainage ditches and storm drain system of the city. Bookman-Edmonston Engineering (B-E) used a recent aerial map to estimate the impervious areas, especially for the larger multi-family, commercial and industrial areas. A percentage of those areas will be used for the calculation of the user fee.

It is impractical to determine and then charge each individual home, business or other property by the exact amount of impervious area associated with the property. Therefore an Equivalent Development Unit (EDU) has been adopted as the basis for the user fee determination. We have adopted the standard of 2,640 square feet of impervious area for each single family residential unit and assigned one EDU to that single family residential unit. (The area is based on the Unified Sewerage Agency's storm drainage user fee.) The EDUs for multi-family units are equivalent to the number of units in the building, i.e., a four-plex is equivalent to four EDUs.

Using the EDU square footage of 2,640, we have also developed the number of EDUs for Commercial and Industrial Users within the City of Molalla city limits. The total area of each property was determined from GIS information provided by Clackamas County and correlated with the aerial mapping. Then using the aerial map, we determined the impervious area for the property. We determined the number of EDUs for the property by dividing the impervious area by 2,640. The largest properties have been limited to 20 EDUs, to minimize the financial impact associated with paying these new fees. The number of EDUs by type of property are listed in Table 1.

TABLE 1

Clackamas County GIS - Zoning Data			
	Improved Lots	with address	EDU (2,640 sq. ft.)
Public/Semi-Public	26	7	76
Residential	1,399	1,339	1,339
Commercial	217	205	486
Industry	58	36	169
	1,701		2,070

After B-E totaled the number of EDUs for all of the City's impervious areas, we developed the proposed work program and budget needed to support the program and meet the program's goals.

CITY OF MOLALLA, OREGON
STORM DRAINAGE USER FEE CALCULATION

The work program for the 1999 - 2000 Year will cost \$49,678.60. This program is based on the 1998-99 budget as shown in Table 2. The labor costs associated with the storm drainage system have been estimated by the City of Molalla to be 20 percent (20%) of the total street department budget.

TABLE 2

	1998-99 Requested	20% to Storm
Fringe Benefits	\$ -	\$ -
PERS	6,042.00	1,208.40
SAIF	5,042.00	1,008.40
FICA	9,047.00	1,809.40
ETAX	137.00	27.40
Insurance	14,628.00	2,925.60
Foreman	11,751.00	2,350.20
Crew	62,661.00	12,532.20
Extra Help	2,500.00	1,500.00
Overtime	5,000.00	1,000.00
PW Director	-	3,842.00
Administrative Assistant	-	1,846.00
City Planner	-	2,189.00
Total	\$ 116,808.00	\$ 32,238.60
		20% to Storm
Operations and Maintenance	\$ 40,000.00	\$ 8,000.00
Insurance	6,700.00	1,340.00
Professional Service	2,500.00	500.00
Gas and Vehicle Maintenance	4,500.00	900.00
Vehicle Repairs	6,500.00	1,300.00
Uniforms and Safety Gear	2,000.00	400.00
Total	\$ 62,200.00	\$ 12,440.00
		100% to Storm
Storm Drains	\$ 5,000.00	\$ 5,000.00
TOTAL STORM DRAINAGE SYSTEM BUDGET		\$ 49,678.60

CITY OF MOLALLA, OREGON STORM DRAINAGE USER FEE CALCULATION

With the total budget determined, the cost of the work program is divided by the total number of EDUs to determine the user fee per EDU.

$$\frac{\text{Total Budget}}{\text{EDUs}} = \frac{\$49,678.60}{2,070} = \$24.00 \text{ per year}$$

Therefore the charge for one EDU per month is \$2.00.

Examples:

A commercial property has 11,000 square feet of impervious area. The user fee is be calculated by dividing the 11,000 square feet by 2,640 square feet per EDU. In this instance the number of EDUs would be four. The number of EDUs, multiplied by the estimated cost per EDU (\$2.00) will be the monthly user fee for the property, or \$8.00 per month.

A single family residence would be considered one EDU and would pay \$2.00 per month.

A large industrial property has two acres of impervious area, or almost 90,000 square feet. This would be equivalent to 34 EDUs or \$68.00 per month. However, since the maximum number of EDUs has been limited to 20, the user fee would be \$40.00 per month.

V. CONCLUSIONS AND RECOMMENDATIONS

We believe that almost every city in the Northwest without a functioning surface water maintenance program to meet the Clean Water Act goals will be charged with putting one into service. The needs and the goals of the agencies mandating restoration of the fisheries in all streams are being driven by regulations in the Endangered Species Act and other statewide programs. It is our conclusion that the City of Molalla will have to follow as have other cities in the Northwest. The primary questions are how can Molalla afford a program such as this and how soon can it be started? We believe that establishing a user charge system that is goal oriented is the first step and should be adopted soon.

The adoption of the user charge system we have proposed will not be burdensome to most residents and will be received by the regulatory agencies as a positive step. In the interim, single family residential users should be charged the minimum fee of \$2.00 per month and multi-family users be charged a multiple of this amount, as we have indicated in the preceding sections of this report. Of primary concern is how much and how to charge the larger commercial and industrial users. We are recommending that, in the interim, the user charge for the larger commercial and industrial customers be limited to an equivalent of 20 EDUs per each site. This issue will have to be addressed further and more in depth as it could be considered to be unfair. Further study is needed in those areas as there may be ways to treat and discharge the onsite storm drainage that would not impact the City of Molalla's storm drainage system.



Public Works Department

117 N Molalla Avenue

PO Box 248

Molalla, Oregon 97038

Phone: (503) 829-6855

Fax: (503) 829-3676

Date: 2/27/2017

TO: Gerald Fisher, Public Works Director

FROM: Dan Zinder, GIS Analyst

RE: Storm Rate Analysis – Average Impervious Surface for Residential Properties

Residential properties were selected from our GIS parcel database. All properties zoned as single family residential were selected and properties with nonconforming uses and road parcels were manually omitted from selection. A sample of thirty (30) residential parcels, shown in Figure 1 below, was selected for impervious surface analysis by using a random number generator with the generated results corresponding with the property's feature ID number. Figure 2 through Figure 31 includes aerial images of each property analyzed.

For each sample property, square footage was analyzed from aerial imagery in Google maps.

Figure 1: Impervious Surface for Selected Single Family Residential Properties

Address	Impervious SQFT
1213 HOMESTEAD PL	3993
1312 HOMESTEAD PL	3468
1442 MEADOWLARK PL	3793
1319 MEADOWLARK PL	2427
1319 MEADOWLAWN PL	3464
1200 MEADOWLARK PL	2473
852 JAMES DR	2187
1046 MEADOWLARK PL	2838
1125 MEADOWLAWN PL	2618
934 MEADOWLARK PL	2491
598 ANNE LN	2279
779 ZEPHER WAY	2628
210 ESCORT ST	2984
905 BRONCO AVE	3141
712 N MOLALLA AVE UNIT A	6242
609 N MOLALLA AVE	2287
155 SHIRLEY ST UNIT A	4084
708 E HEINTZ ST	2630
705 PATROL ST	3244
709 PATROL ST	2556
715 PATROL ST	1967

103 STOWERS RD	2517
219 S COLE AVE	1734
238 S COLE AVE	2935
740 STOREY DR	2578
402 CAROL CT	2736
706 E 5TH ST	6306
403 S COLE AVE	2298
708 E 7TH ST	2203
836 E 7TH ST	2421

Average Residential Impermeable SQFT: 2984

Residential Properties Analyzed

Figure 2: 1213 HOMESTEAD PL

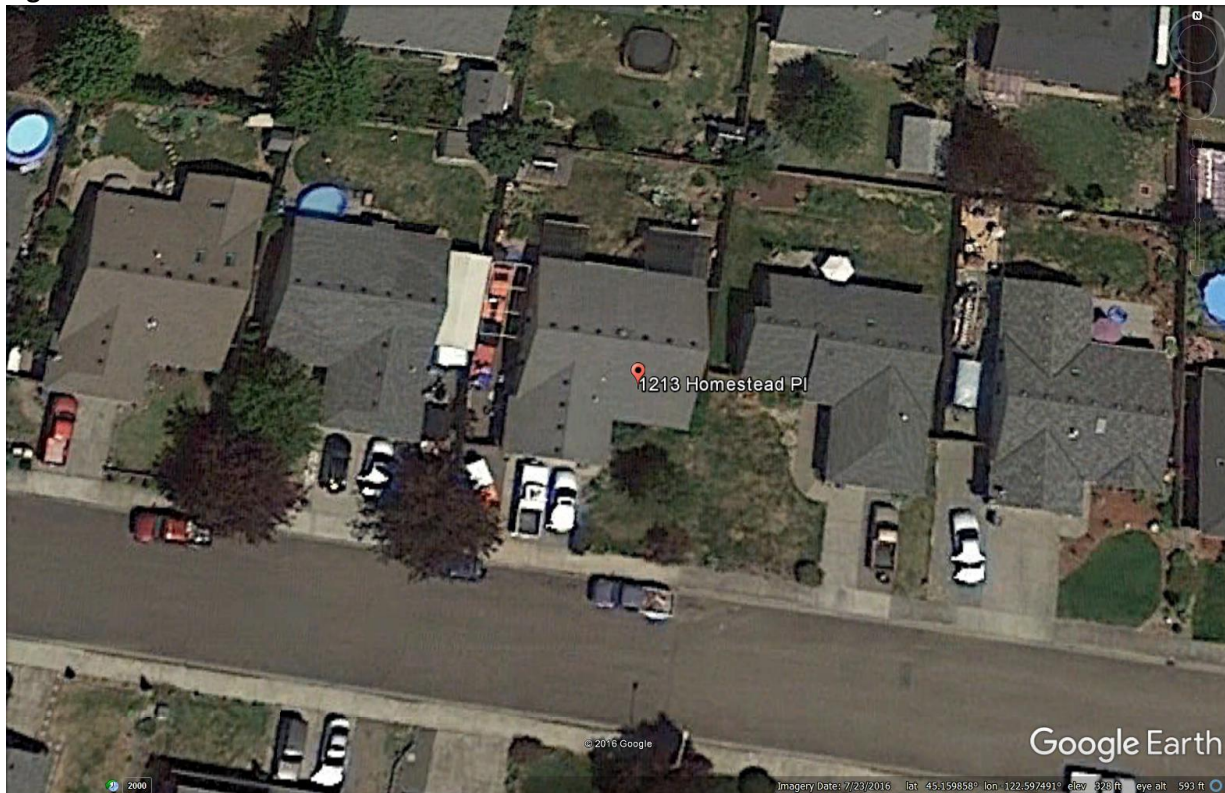


Figure 3: 1312 HOMESTEAD PL

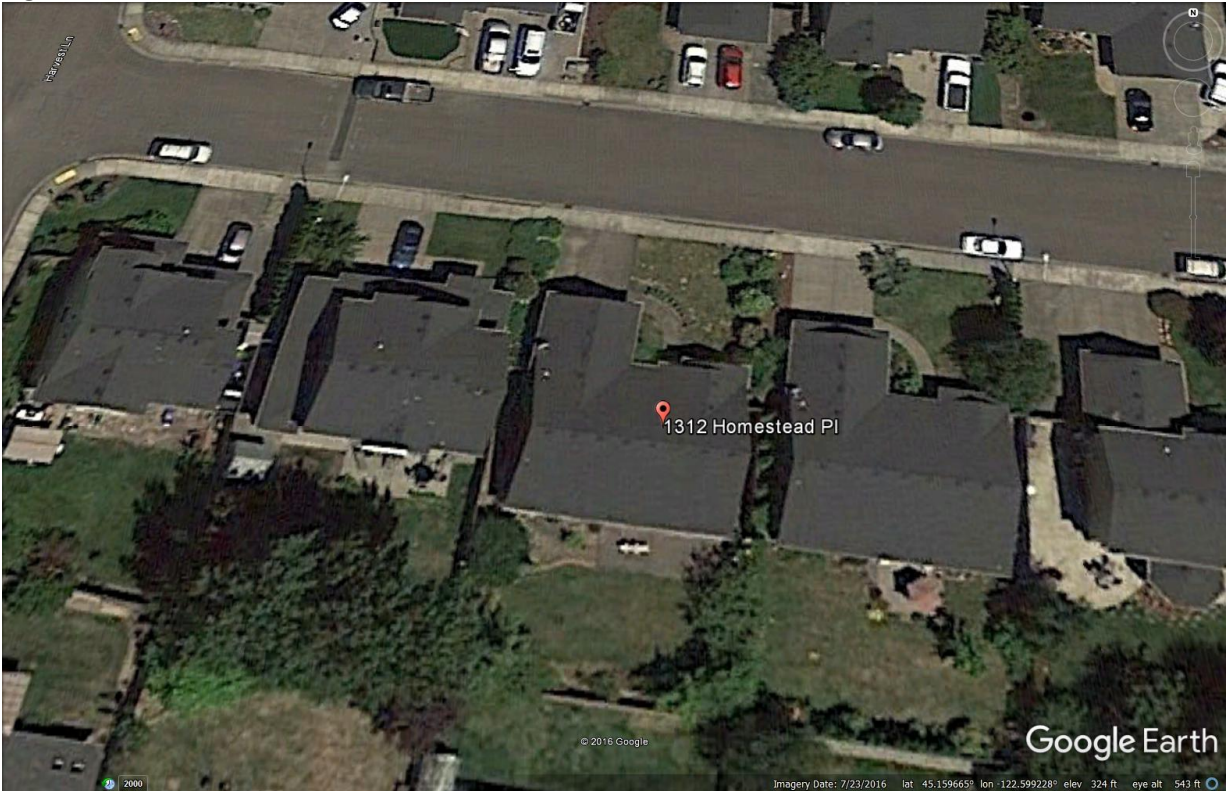


Figure 4: 1442 MEADOWLARK PL

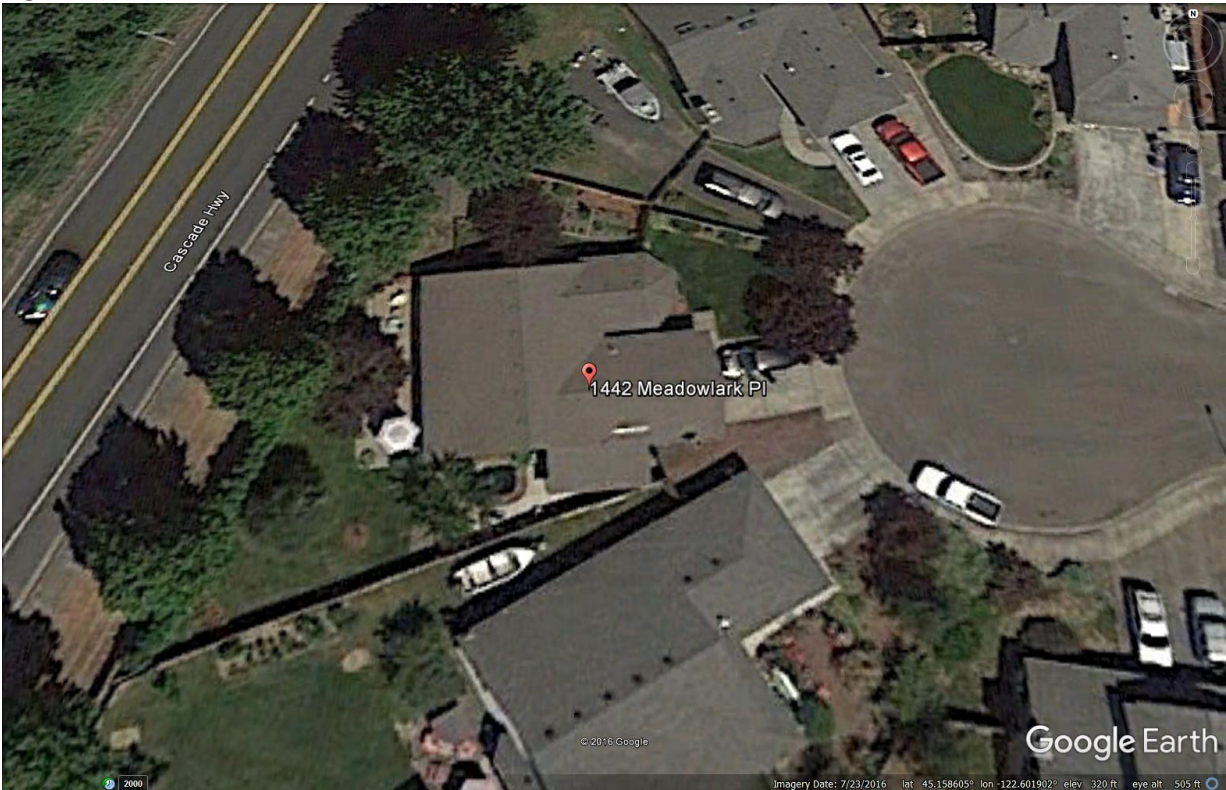


Figure 5: 1319 MEADOWLARK PL

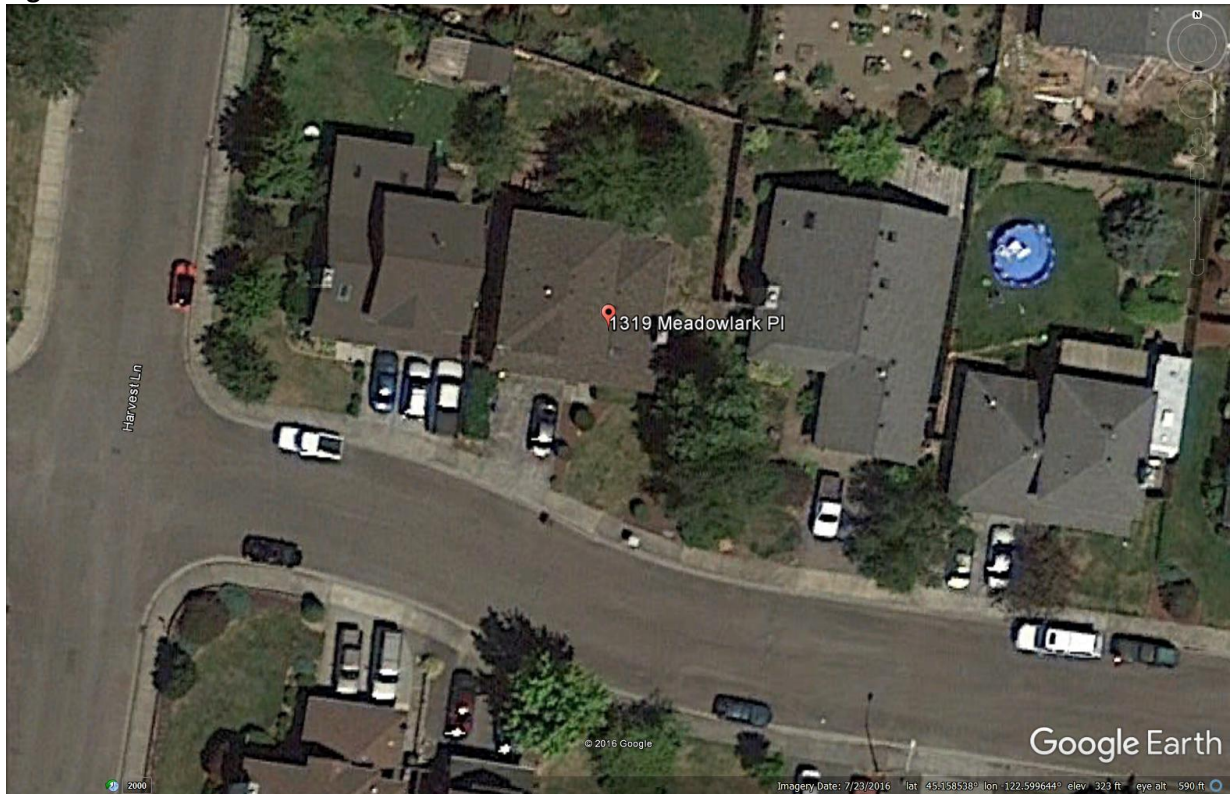


Figure 6: 1319 MEADOWLAWN PL

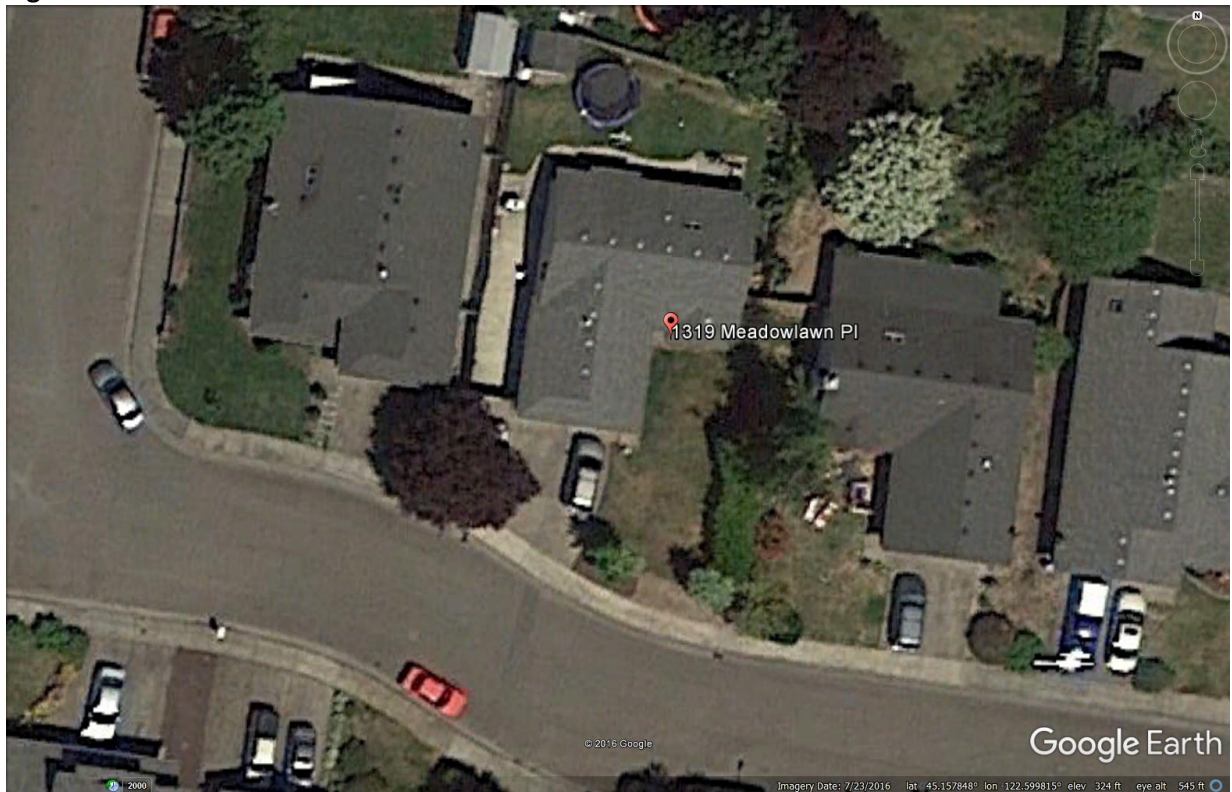


Figure 7: 1200 MEADOWLARK PL



Figure 8: 852 JAMES DR

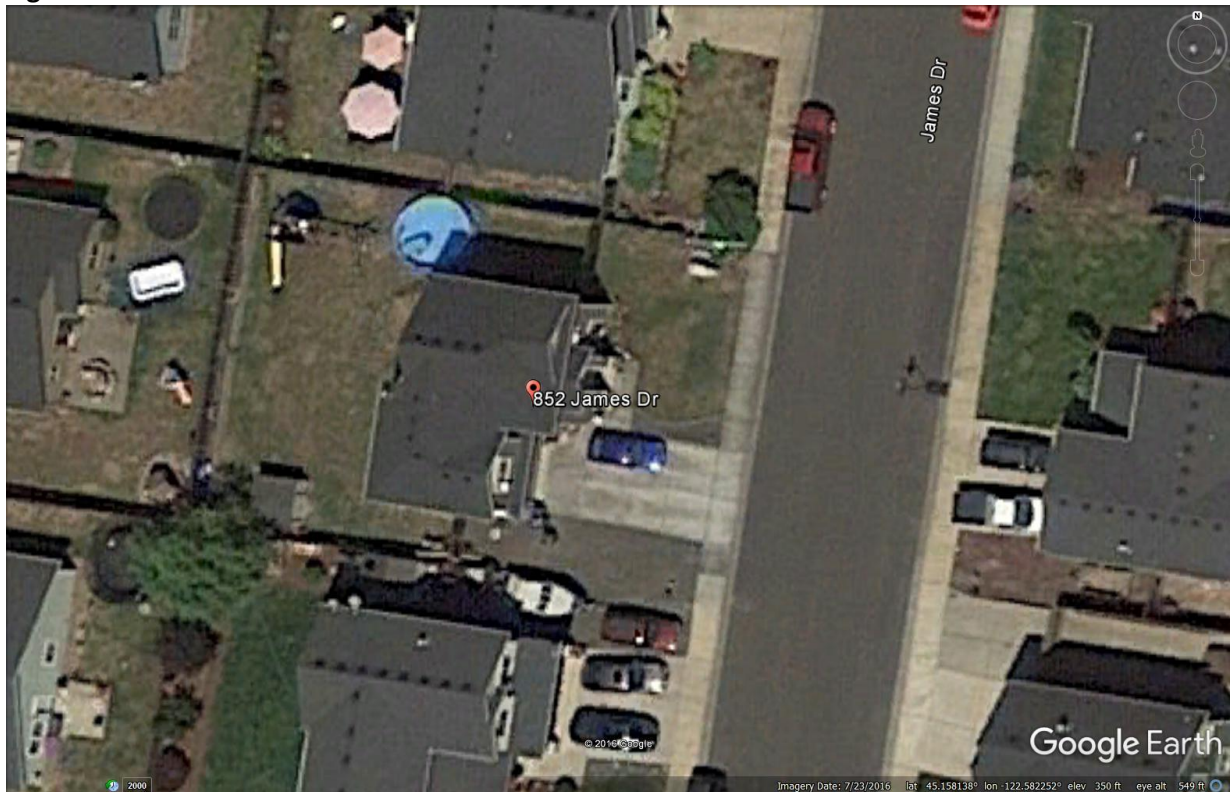


Figure 9: 1046 MEADOWLARK PL

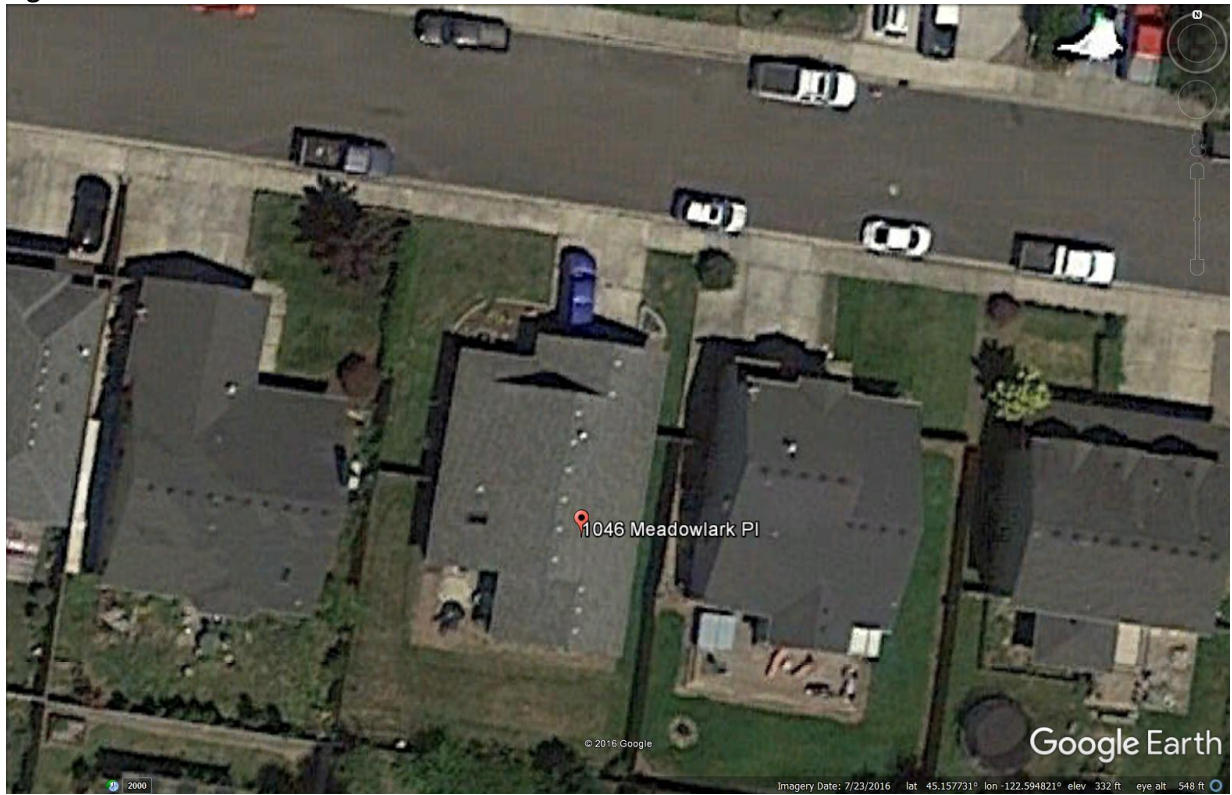


Figure 10: 1125 MEADOWLAWN PL

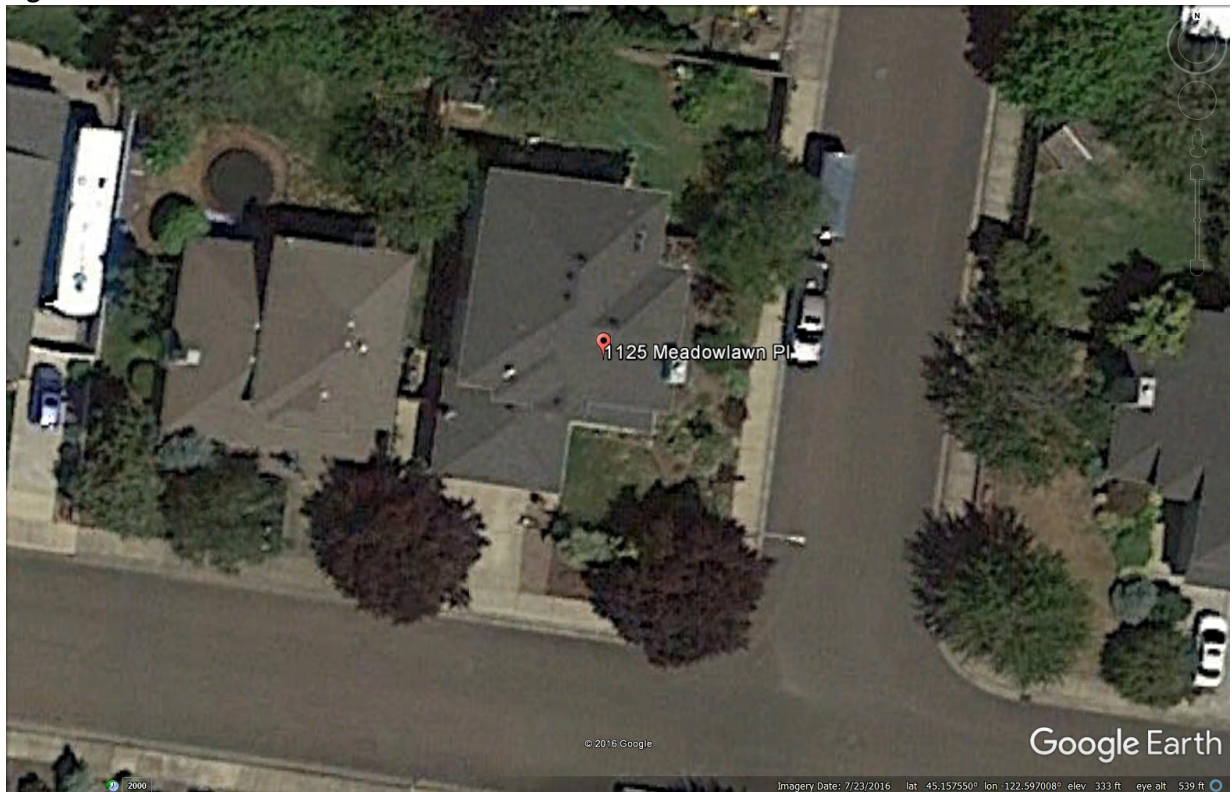


Figure 11: 934 MEADOWLARK PL

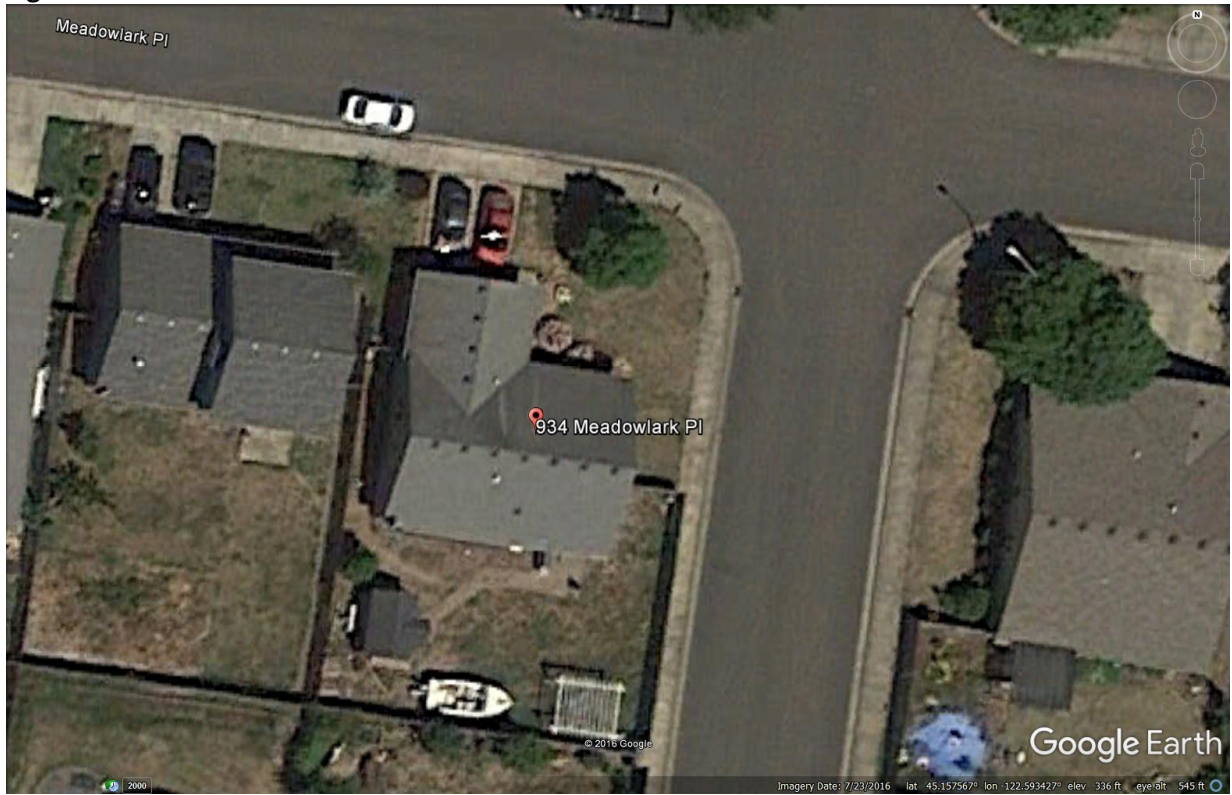


Figure 12: 598 ANNE LN



Figure 13: 779 ZEPHER WAY

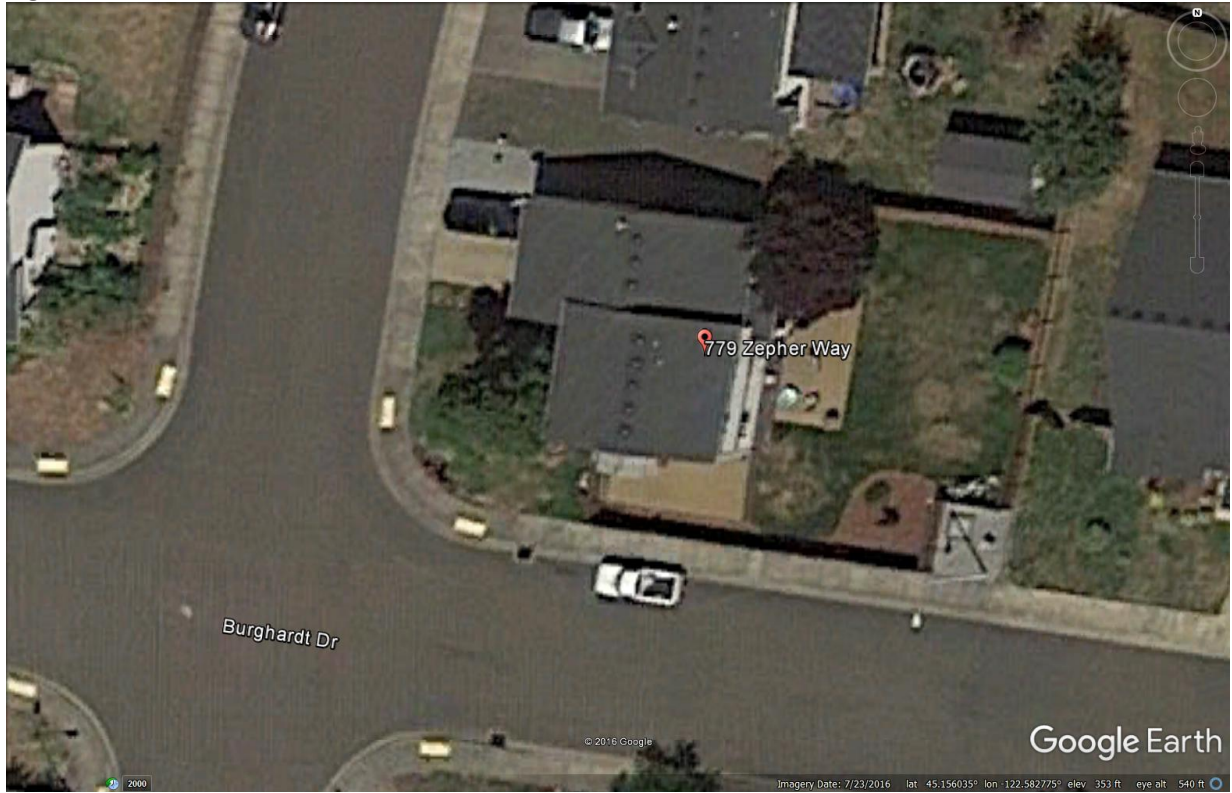


Figure 14: 210 ESCORT ST

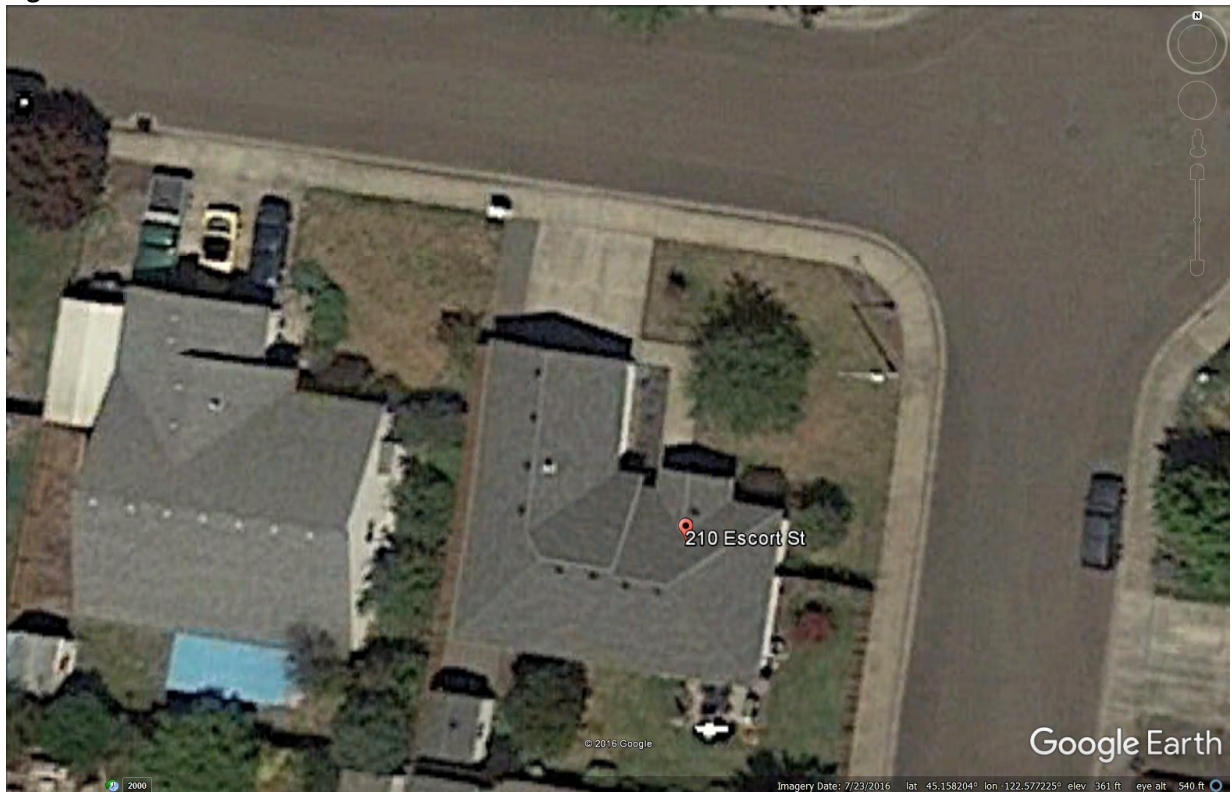


Figure 15: 905 BRONCO AVE



Figure 16: 712 N MOLALLA AVE UNIT A

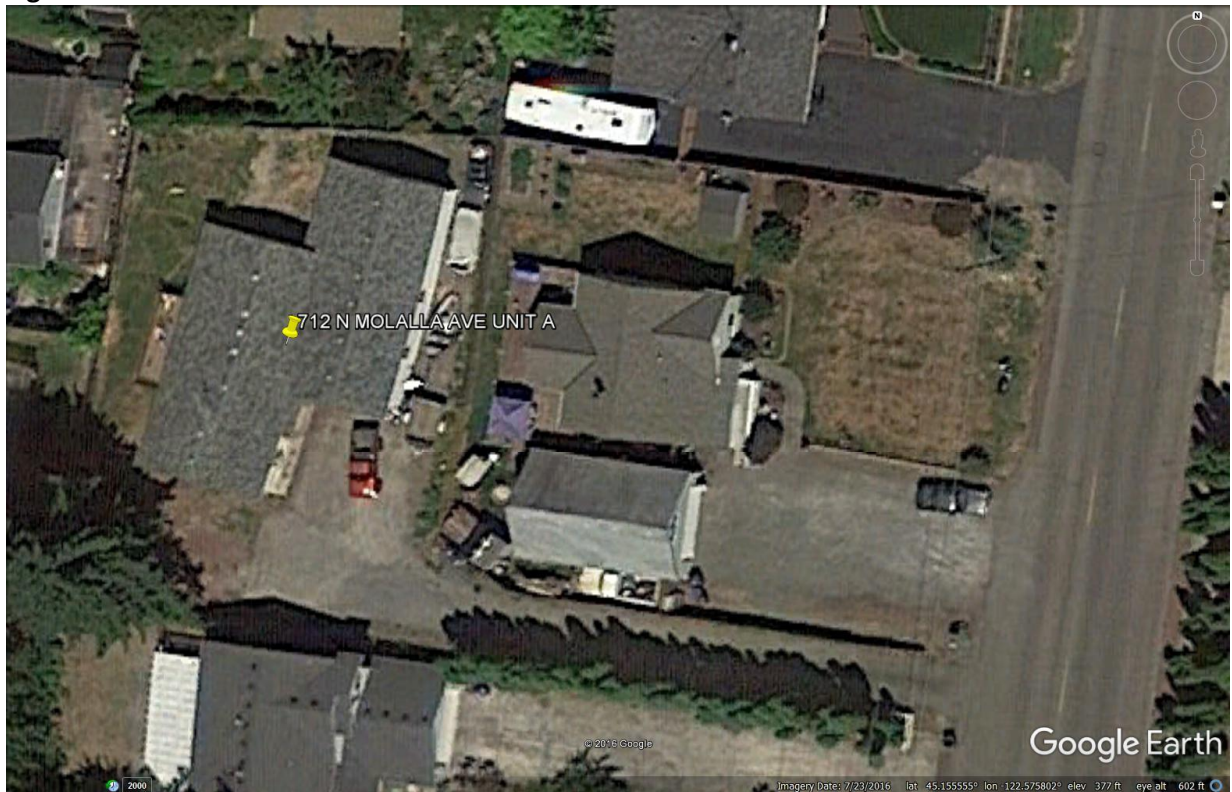


Figure 17: 609 N MOLALLA AVE



Figure 18: 155 SHIRLEY ST UNIT A

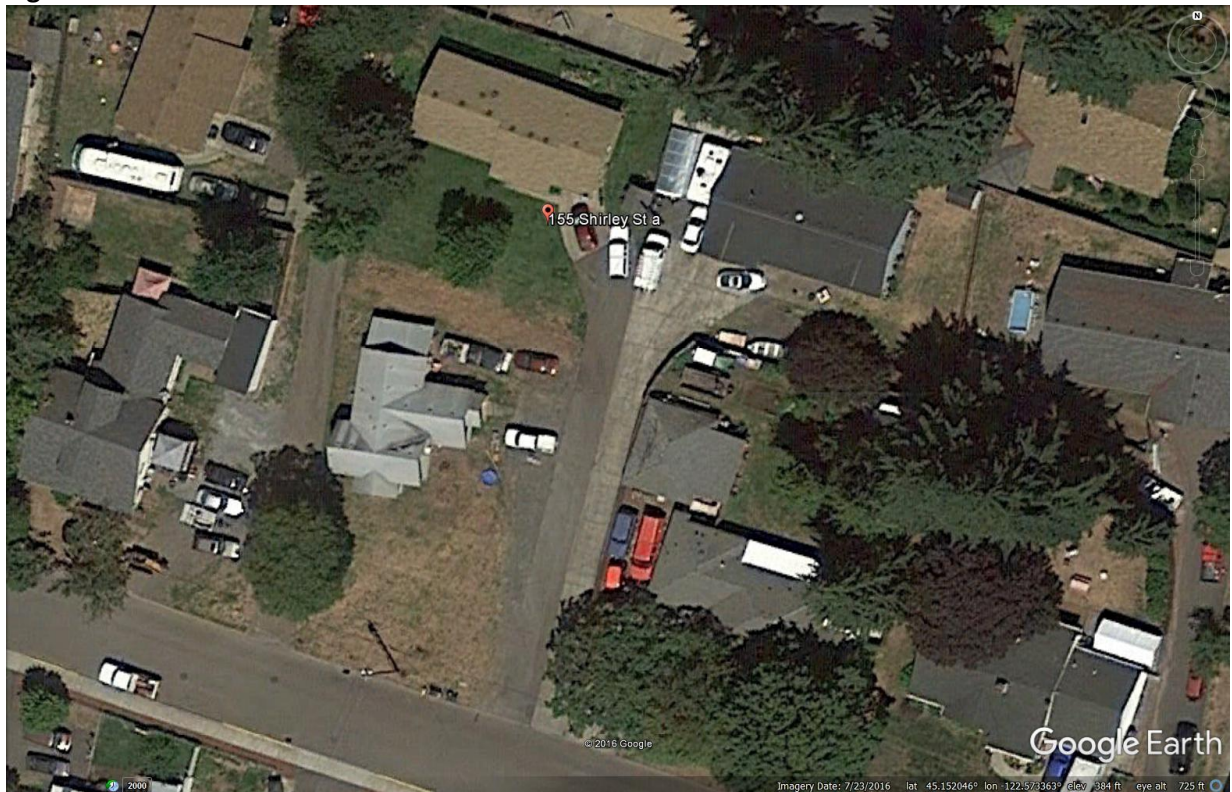


Figure 19: 708 E HEINTZ ST

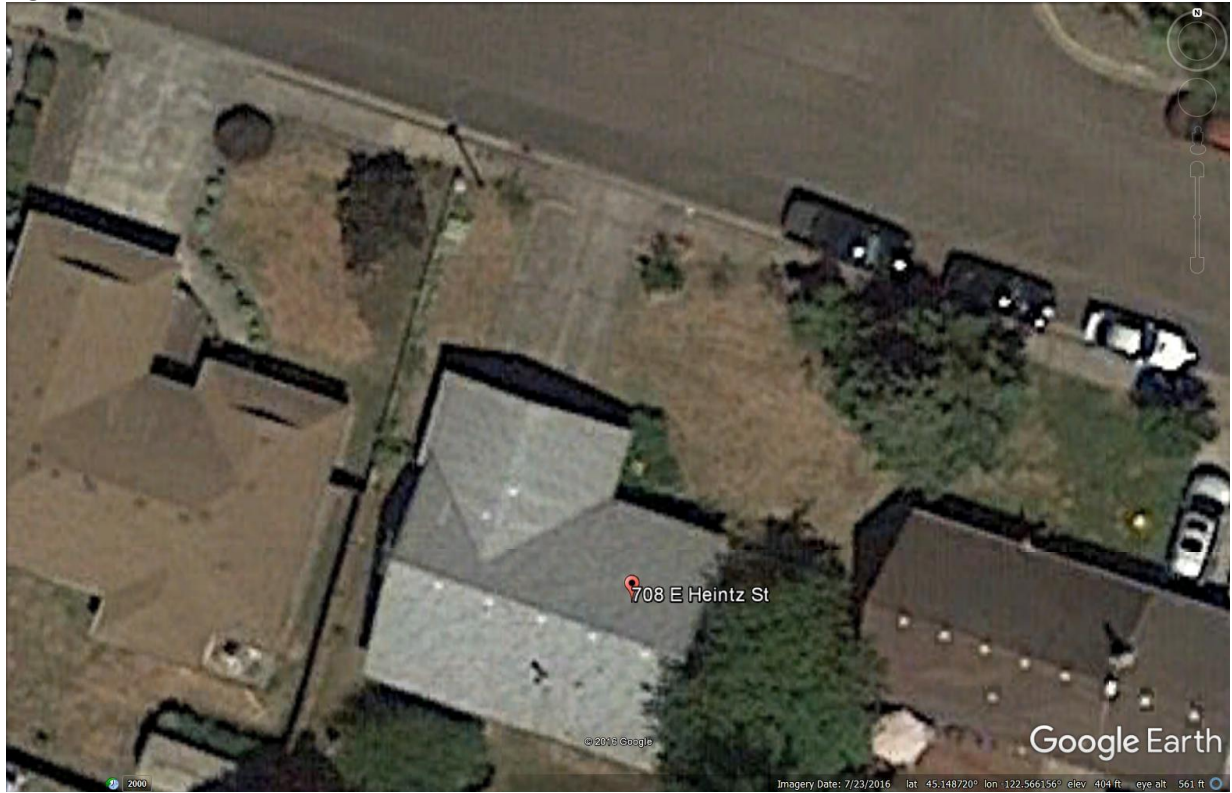


Figure 20: 705 PATROL ST

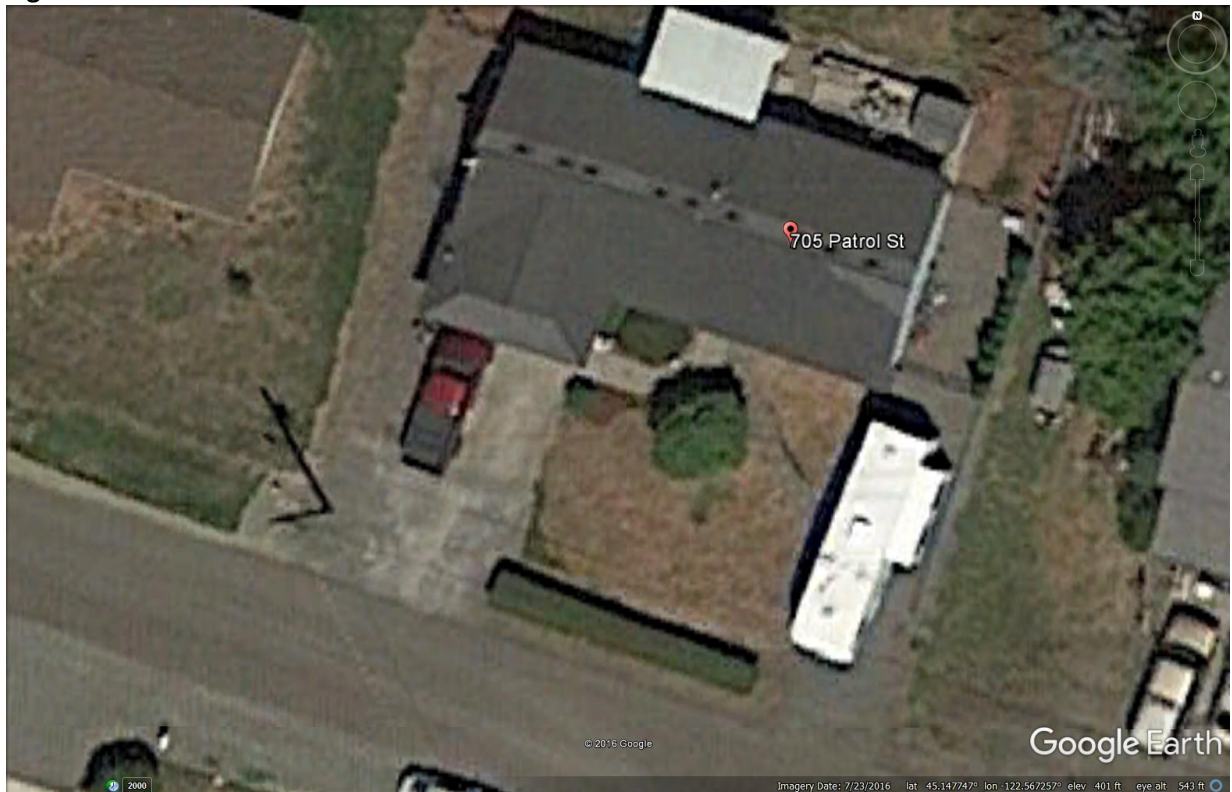


Figure 21: 709 PATROL ST

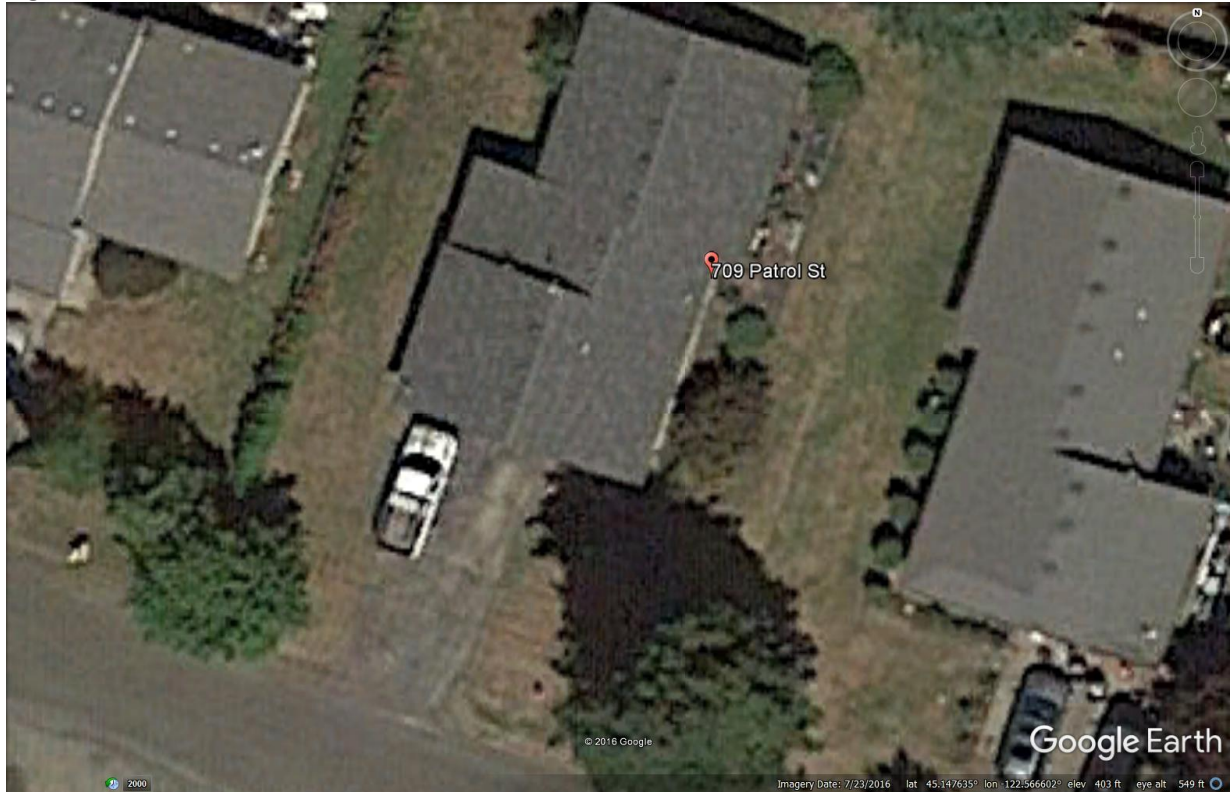


Figure 22: 715 PATROL ST

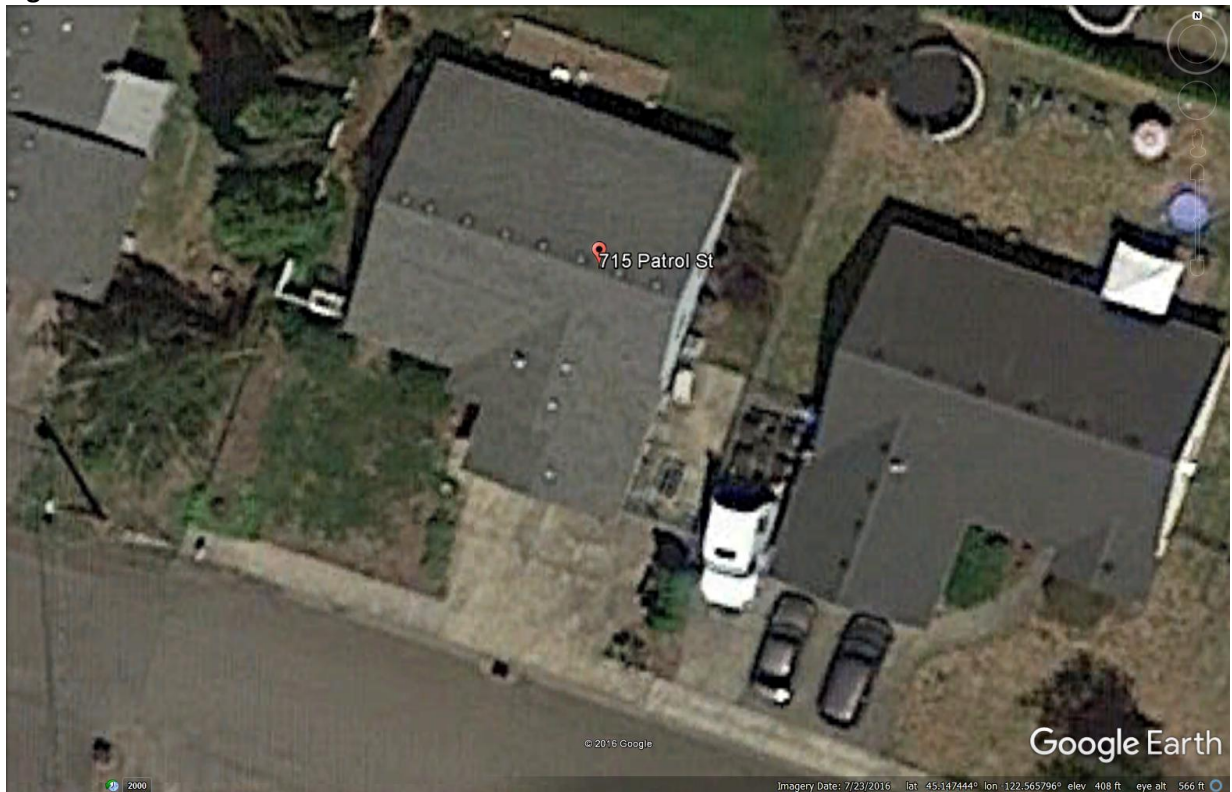


Figure 23: 103 STOWERS RD

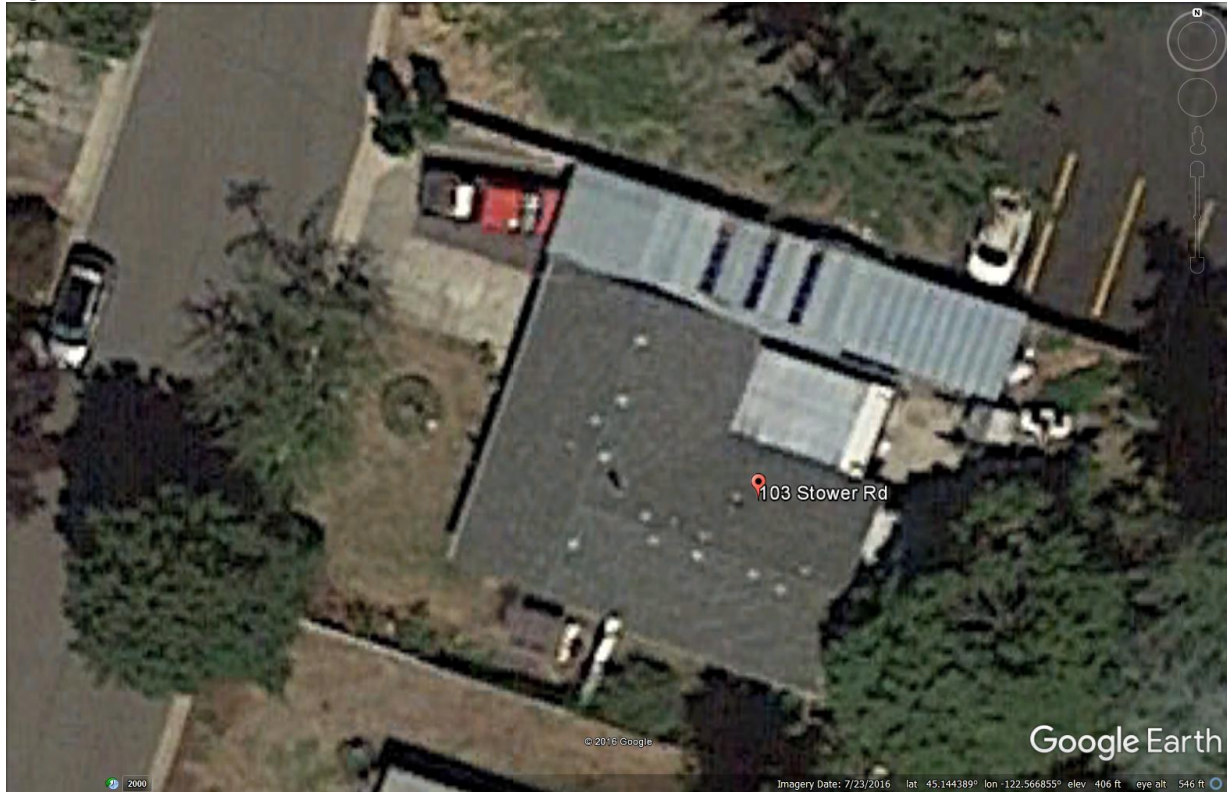


Figure 24: 219 S COLE AVE

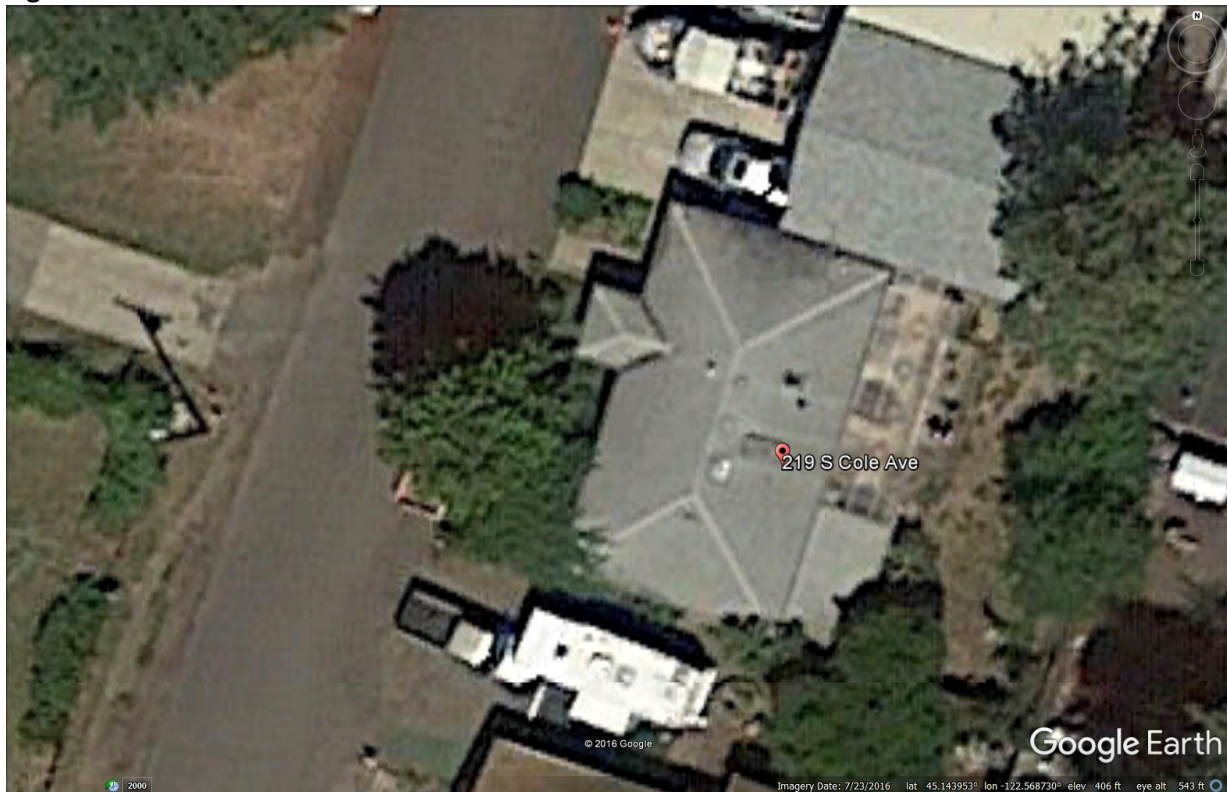


Figure 25: 238 S COLE AVE

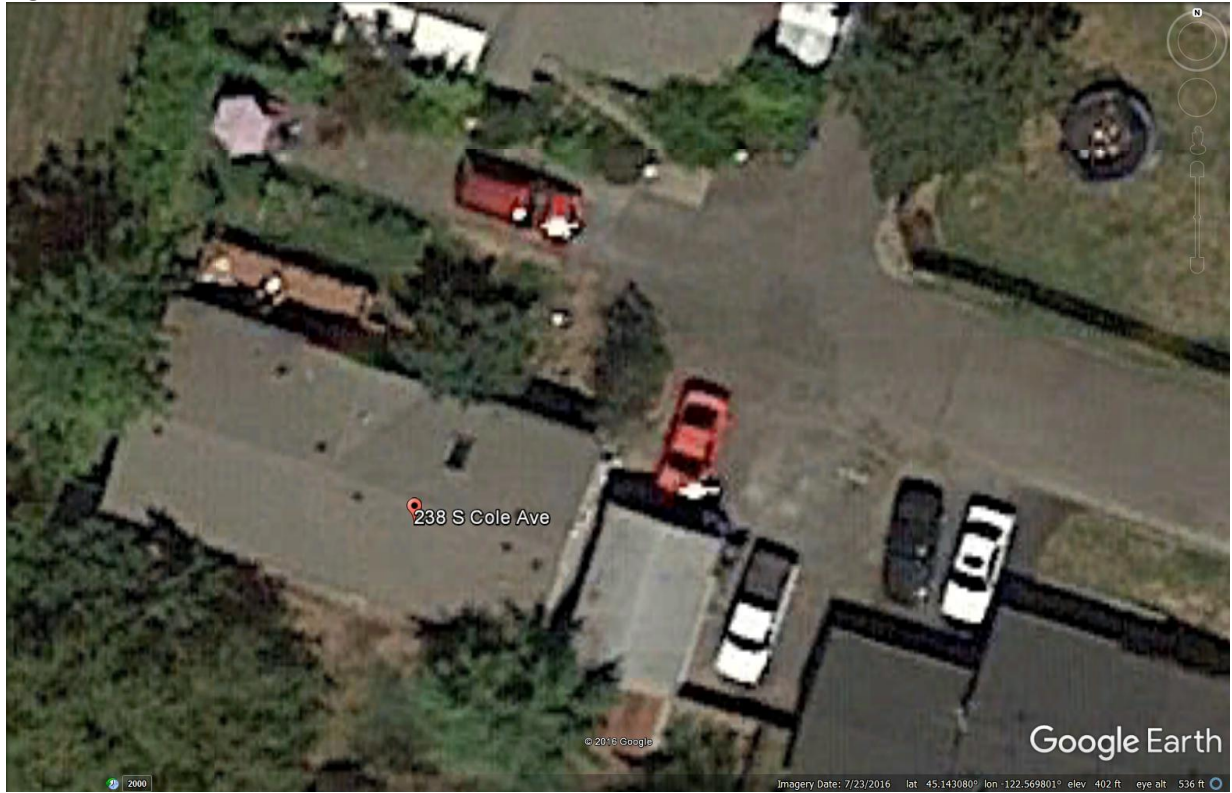


Figure 26: 740 STOREY DR

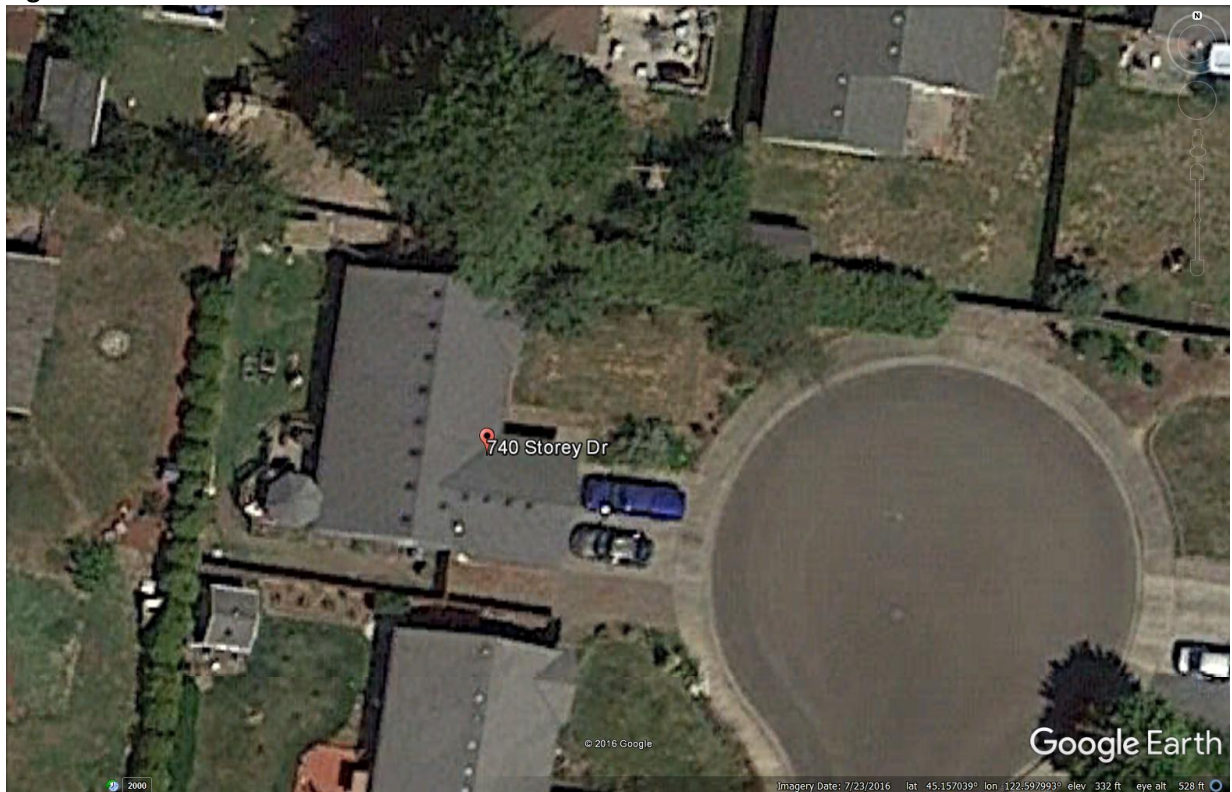


Figure 27: 402 CAROL CT



Figure 28: 706 E 5TH ST

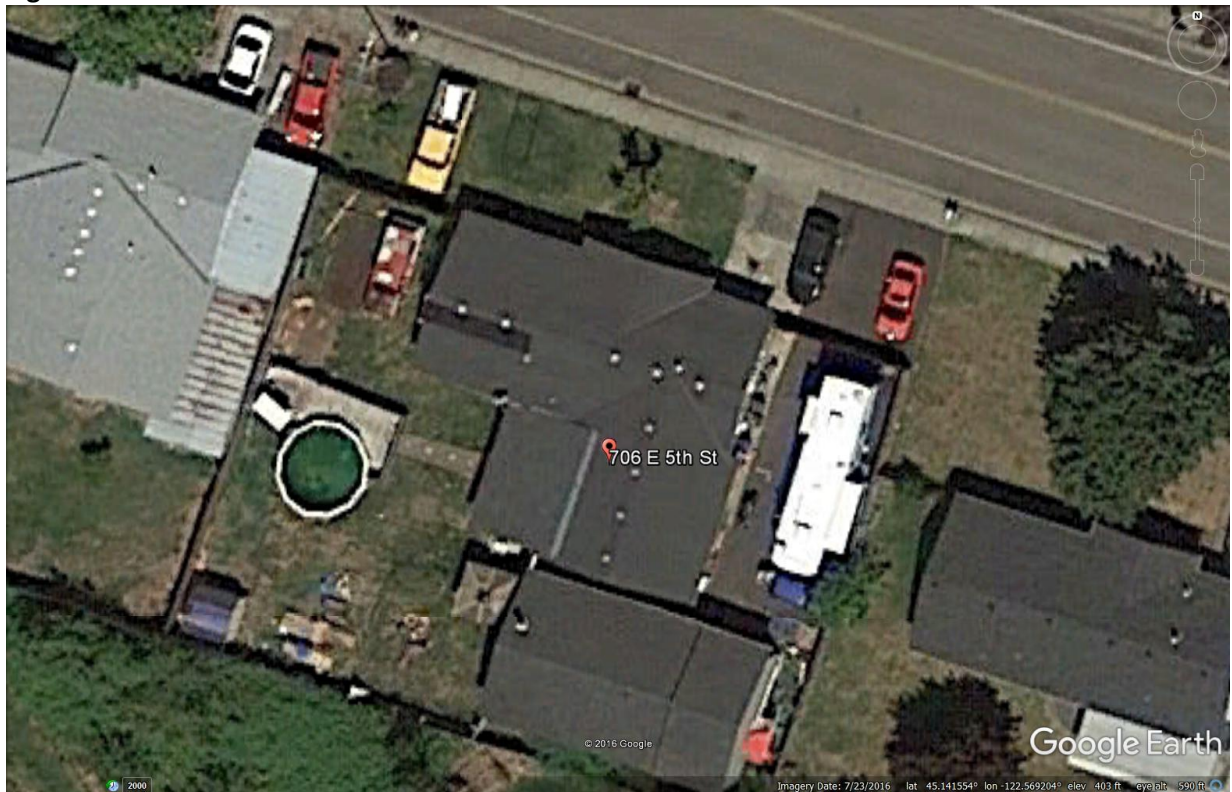


Figure 29: 403 S COLE AVE

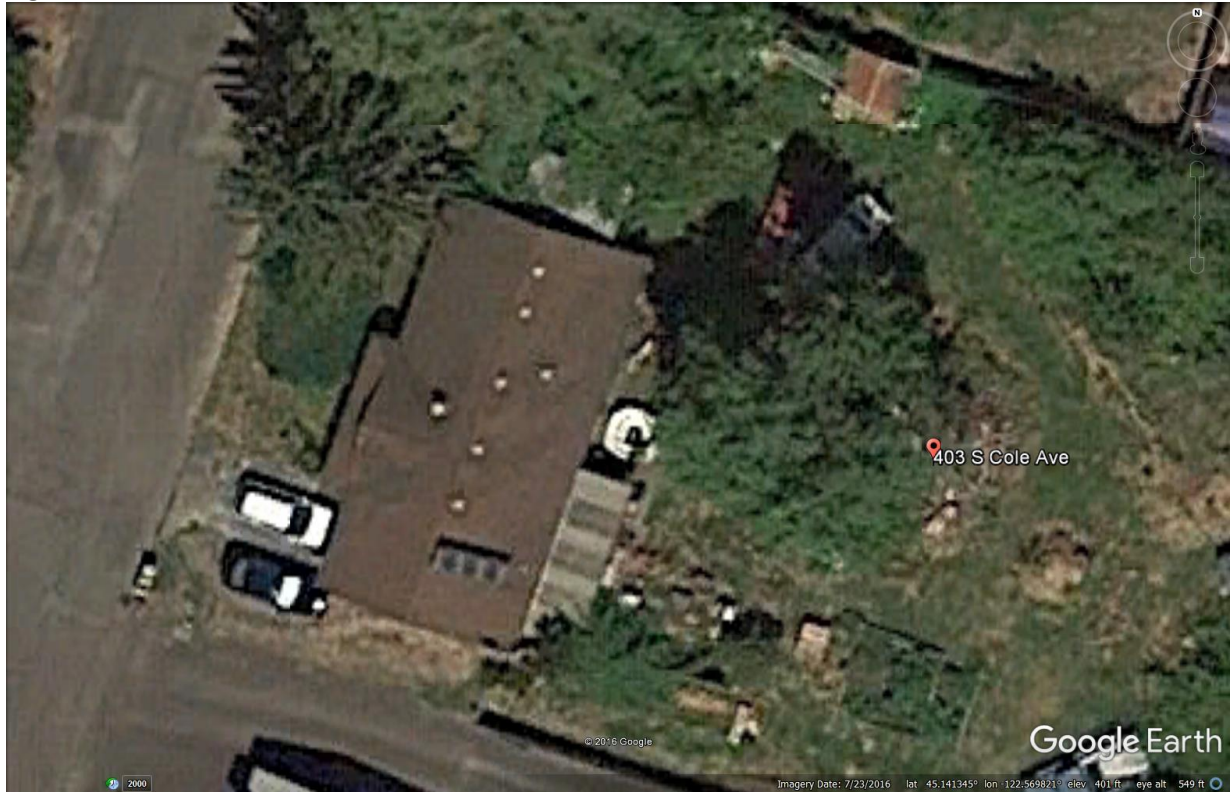


Figure 30: 708 E 7TH ST



Figure 31: 836 E 7TH ST



City Of Molalla

City Council Meeting



Agenda Category: New Business

Subject: Sewer Fee Increase for Capital Projects

Recommendation: Council Approval

Date of Meeting to be Presented: June 14, 2017

Fiscal Impact: Sewer Fund, Capital Projects Fund \$594,000

Background:

The FY 2017-2018 budget included notations within the Sewer Fund and Stormwater Fund sections stating that without an increase to both the sewer and stormwater rates key projects involving a Community Development Block Grant (CDBG) and ongoing infiltration and inflow (I&I) repairs would not be accomplished. Included in this packet is a summary report and Resolution for an increase in the sewer rate. A separate Resolution covers the stormwater rate.

Staff recommends that the City Council approve the Resolution for the sewer rate increase to allow the City to keep its CDBG grant and continue work on reducing I&I.

SUBMITTED BY: Gerald Fisher, Public Works Director
APPROVED BY: Dan Huff, City Manager



Public Works Department

117 N Molalla Avenue

PO Box 248

Molalla, Oregon 97038

Phone: (503) 829-6855

Fax: (503) 829-3676

June 06, 2017

TO: Dan Huff, City Manager
Chaunee Seifried, Finance Director

FROM: Gerald Fisher, Public Works Director

RE: Rate Increase Alternatives for Additions to FY 2017-18 Capital Projects

Dan,

There are several projects not included in the FY 2017-18 budget approved by the Budget Committee that will require additional revenue in order to fund the projects. These projects were described in the narrative of the draft budget. This memorandum provides a brief description of the projects along with alternative rate increases for the City Council to consider that would become effective July 01, 2017.

Project Descriptions

Fenton Street Reconstruction (CDBG) – This project is a change to the original Community Development Block Grant (CDBG) request with Clackamas County and HUD. The proposed project has been moved from Lola Avenue to Fenton Avenue due to preliminary household income results from Clackamas County mapping not meeting the minimum requirements in the Lola Avenue neighborhood. The project includes reconstruction of the sanitary sewer system, installation of a new storm sewer system, extension of a new waterline, and reconstruction of the roadway with curb and gutter and sidewalk approximately 750 lineal feet south of the Heintz/Fenton intersection. Failure to fund this project will require the City to abandon the approved grant which may decrease the City's grant opportunities in the future. Because of the potential of losing a grant, this project is a Priority 1 project.

WWTP Aeration Basin Cleaning – This project will remove sediment buildup within the aeration basin from grit and filter backwash in advance of a relining project anticipated in fiscal year 2018-19. Because of the potential to increase aeration basin capacity and prepare for a relining project, this is a Priority 2 project.

Lola Avenue Improvements – This project will replace the existing sanitary sewer system and water system from Main Street (Hwy 211 – 5th Street). The water and sewer lines along this section of roadway are beyond their useful life and in need of replacement. This will also allow for opportunities for reconstruction of the substandard street when stormwater and

roadway improvement funding becomes available. Because of the existing infiltration and inflow issues associated with the sewer system, this is a Priority 3 project.

The following is a breakdown of rate increase impact associated with the addition of each project based on its priority and potential alternatives along with a 2.1% inflation index based on Portland-Salem CIP-U. In the last alternative, P2 has been removed with the assumption that it will be combined with the aeration basin relining project in a future fiscal year.

Table 1 – Rate Increase Based on Project Alternatives

Alternative	Projects	Rate Increase Required %
1	P1 (Fenton)	Sewer 6.48%, Stormwater 20.3%
2	P1 (Fenton), P2 (Aeration)	Sewer 8.72%, Stormwater 20.3%
3	P1 (Fenton), P2 (Aeration), P3 (Lola)	Sewer 24.94%, Stormwater 20.3%
4	P1 (Fenton), P3 (Lola)	Sewer 22.70%, Stormwater 20.3%

For the average single family household the rate increases above would result in an average monthly dollar increase as follows:

Table 2 – Average Single Family Increase Based on Project Alternatives

Alternative	Average \$ Increase Per Month*	Total Per Month*
Existing	City of Molalla	Sewer \$53.80, Stormwater \$3.00
1	Sewer \$3.49, Stormwater \$0.61	Sewer \$57.29, Stormwater \$3.61
2	Sewer \$4.69, Stormwater \$0.61	Sewer \$58.49, Stormwater \$3.61
3	Sewer \$13.42, Stormwater \$0.61	Sewer \$67.22, Stormwater \$3.61
4	Sewer \$12.21, Stormwater \$0.61	Sewer \$66.01, Stormwater \$3.61
Comparison	City of Silverton – July 2017	Sewer \$63.46, Stormwater \$7.17

*Assumes base rate plus 600 cubic feet of monthly water use.

The City of Silverton rates have been used as a comparison but do not account for all rates charged. On July 1st, the following table is a comparison of the average monthly fee single family home will pay based on Molalla Option 3:

Table 3 – Average Single Family Comparison (Molalla – Silverton)

Fee	Molalla	Silverton
Water	\$29.66	\$35.87
Sewer	\$67.22	\$63.46
Storm	\$3.61	\$7.17
Street	\$0	\$9.20
Parks	\$0	\$1.52
Total	\$100.49	\$117.22

*Assumes base rate plus 600 cubic feet of monthly water use.

Staff recommends Alternative 3 as the priority alternative. In lieu of Alternative 3, in decreasing order of priority we recommend Alternative 4, Alternative 2, followed by Alternative 1. Rate increases would become effective July 01, 2017 and impact the fiscal year 2017-18 Sewer Fund, Stormwater Fund, and Capital Projects Fund budgets. A supplemental budget will be required after July 01, 2017.

Thank you and let me know if you need any additional information.

City Of Molalla

City Council Meeting



Agenda Category: New Business

Subject: BMX Fundraising Advertising Request

Recommendation: None

Date of Meeting to be Presented: June 14, 2017

Fiscal Impact: None

Background:

The Molalla River BMX board has approached staff with a request to hang temporary banners at the BMX track to advertise a donation requests and show local sponsors. Donations will go towards the reconstruction of the BMX track. The duration of the advertisement is for the 2017 summer racing season. In accordance with MMC 18.32.090 (Q), signs on public property or within the public right of way are prohibited without the permission of the public body having jurisdiction (City Council). In order to approve, the City Council will have to move and pass the following:

Authorize the American Bicycle Association and Molalla River BMX to post temporary advertisements at the BMX Track requesting donations for a period ending on or before October 01, 2017.

SUBMITTED BY: Gerald Fisher, Public Works Director
APPROVED BY: Dan Huff, City Manager



City of Molalla
Application for Appointment to Citizen Committee

Date: 6/7/2017

Board/Committee of Interest: Planning Commission

Name:	Omar Reynaga
Address:	521 Kennel Ave
State/Province:	Molalla, OR 97038
Zip/Postal Code:	
Home Phone:	(503) 349-0177
Work Phone:	
*E-Mail:	Reynaga9@gmail.com
Years of Residence Inside City:	20

Current or Previous Community Affiliations or Activities:

Planning Intern March-June 2016 in Molalla

Why would you like to serve on this committee and give any other background you might have in this area.

I am responsible for organizing and preparing reports for Mt. Angel Planning Commission, planning duties

If applying for re-appointment to this Commission/Board/Committee/Task Force, please indicate what has been the key accomplishment of the group during your service.

NA

If you could make any improvement to the Commission/Board/Committee/Task Force, what would it be?

I want to bring a different perspective to the Commission and I'm passionate about planning.

*Signature: Omar Reynaga

117 Molalla Ave/PO Box 248 Molalla Oregon 97038
Ph: 503.829.6855 Fax: 503.829.3676 www.cityofmolalla.com



City of Molalla
Application for Appointment to Citizen Committee

Date: May 29, 2017

Board/Committee of Interest:

Name:	Ms. Debbie Lumb
Address:	780 Mary Drive Molalla
State/Province	Oregon
Zip/Postal Code:	97038
Home Phone:	Cell (503)752-2933
Work Phone:	Email DebbieLumb780@gmail.com
*E-Mail	
Years of Residence Inside City	12 Years

Current or Previous Community Affiliations or Activities:

Why would you like to serve on this committee and give any other background you might have in this area.

My family has a long history of community involvement. My father was a Gladstone Planning Commission member for 12 years, 4 as chair. He also served on the Gladstone City Council. My sister also served on the Gladstone Planning Commission for 14 years, 3 as chair. She is also currently serving as the Mayor of Gladstone. Every single family gathering or holiday was spent discussing planning goals, zoning, economic development and community engagement ideas! I also have 8 years' experience as a project and business manager with a local small commercial contractor. Creating and implementing a vision for our city is something I feel very strongly about, and would like to be a part of that process.

If applying for re-appointment to this Commission/Board/Committee/Task Force, please indicate what has been the key accomplishment of the group during your service.

N/A

117 Molalla Ave/PO Box 248 Molalla Oregon 97038
Ph: 503.829.6855 Fax: 503.829.3676 www.cityofmolalla.com



If you could make any improvement to the Commission/Board/Committee/Task Force, what would it be?

I would like to see transparency, strong community and regional collaboration, as well as a visioning process that drives the over-arching concept down to the details...creating a living document that we can all buy into and use as our blueprint.

***Signature:**

May 29, 2017

City of Mollala
RE: Debbie Lumb | Planning Commission Application

To Whom It May Concern;

At this time I would like to recommend Ms. Debbie Lumb be considered for an appointment to the City of Molalla Planning Commission. I believe she exhibits the characteristics I find critical for an appointment such as this....integrity, vision, passion, graciousness and kindness. Having served on a Planning Commission for over 14 years I understand just how important those traits can be. Integrity in doing your due diligence, realizing the limitations, and making your decisions based on the guiding documents. Vision in seeing what can be, finding the path forward to support and realize the cities goals. The passion to stick to the course, even when you know how hard it may be. The graciousness and kindness to understand that those community members coming before the commission may be uncomfortable, but for them it is personal. Respecting this and encouraging them to be a part of the discussion and decision. I absolutely know that Debbie understands this and would weave these aspects throughout the process. I believe Debbie would be an asset to your organization and hope you will consider her for this position.

If you have any questions, please don't hesitate to contact me directly.

Sincerely,

Tammy Stempel
Mayor | City of Gladstone, Oregon

Cell (503)868-8047
Work (503)625-2517
POB 972
Gladstone, OR 97027

City Of Molalla

City Council Meeting



Agenda Category: Continued Business

Subject: Purchase over \$10,000 – Wastewater Treatment Irrigation Booster Traveler

Recommendation: Council Approval

Date of Meeting to be Presented: June 14, 2017

Fiscal Impact: Sewer Fund

Background:

The Wastewater Treatment Plant staff is concerned about increasing mechanical and control issues related to the existing irrigation booster traveler (Big Gun) used to distribute treated effluent on DEQ approved sites in the summer month. This equipment is critical to the performance of the City NPDES permit and a failure of one or more of the irrigation units may cause a permit violation. Public Works intends to purchase a new Big Gun and keep the older Big Gun as an emergency back-up if one of the newly replaced units has a mechanical or control failure. This will continue our work on creating redundancy within our treatment systems. Staff recommends City Council approve the purchase of the new Big Gun. A transfer resolution is also included in the packet that will provide the necessary funds for this purchase.

SUBMITTED BY: Gerald Fisher, Public Works Director
APPROVED BY: Dan Huff, City Manager

INTEROFFICE MEMORANDUM

TO: MOLALLA CITY COUNCIL
FROM: JASON CLIFFORD, LEAD OPERATOR, WWTP
SUBJECT: PURCHASE OF NEW ERNST IRRIGATION TRAVELING IRRIGATOR
DATE: MAY 16, 2017
CC: DAN HUFF, GERALD FISHER

Dear Molalla City Council members,

I am officially requesting the purchase of a new ECHO Hard Hose Traveler, to be purchased from Ernst Irrigation in St. Paul, OR. I am attaching a quote for the new irrigator. I called Anthony Tasselli in the irrigation sales department to request a quote. The city purchased a Water Master Traveling Irrigator in June of 2015 to help discharge more water to Coleman Ranch, helping to reduce lagoon levels during the irrigation season. The original Water Master Traveling Irrigator is fifteen years old and has obvious signs of wear and tear. It would be beneficial for this council to approve this purchase so the WWTP will have reliable irrigation equipment for the foreseeable future. The WWTP will utilize the (2) newest irrigators and the original will be used as a backup/extra irrigation source, if needed. If you have any questions, please do not hesitate to contact me.

Respectfully,



Jason Clifford

jclifford@cityofmolalla.com

503-793-5283

20179 MAIN ST. NE
P.O. BOX 490
ST. PAUL, OR 97137



WWW.ERNSTIRRIGATION.COM

Phone: 503.633.1111
Fax: 503.633.4114

Ship to: SAME AS BELOW

Invoice to: CITY OF MOLALLA
920 TOLIVER
PO BOX 248
MOLALLA OR 97038

Branch 01 - ST. PAUL		
Date 05/09/2017	Time 11:50:37 (O)	Page 1
Account No. MOLAL002	Phone No. 5038295409	Estimate No. D00554
Ship Via	Purchase Order BOOSTER TRAVELR	
Salesperson ANTHONY TASSELLI		JAT

EQUIPMENT ESTIMATE - NOT AN INVOICE

Description ** Q U O T E ** EXPIRY DATE: 06/08/2017 Amount

Stock #: ? Serial #: 62100.00
2017 EHCO 125-1400B LARGE BOOSTER TRAVELER.....\$59,400
INCLUDES: MATTERMAC PRO 45 COMPUTER, POWER TURNTABLE,
JOHN DEERE 4045 W/ CORNELL 3RB PUMP,
HYDRAULIC OUTRIGGERS & GUN CART LIFT,
NELSON SR150 W/ 3 NOZZLES, 4" FEED HOSE,
GUN CART WEIGHTS, AND DELIVERY WITHIN 50 MILES

OPTIONS
- WHEELED GUN CART.....\$200.00
- GALVANIZED CROSSOVER INLET PIPE.....\$750.00
(ALLOWS SUPPLY FROM EITHER SIDE OF MACHINE)
=====

AUTOMATIC SHUTOFF NELSON.....\$1750.00
-INCLUDES PARTS AND INSTALLATION FOR AUTOMATIC SPRINKLER
SHUTOFF WHEN GUN PULL IN COMPLETE.

Sale # 01 Subtotal: 62100.00
TOTAL: 62100.00

Subtotal: 62100.00
Quote Total: 62100.00

Authorization: _____

***** THANK YOU FOR DOING BUSINESS WITH US !!!! *****
****THIS MACHINE, AS QUOTED, IS EQUIPPED FOR WATER AND
LIGHT/CLEANED EFFLUENT. A SOLIDS HANDLING MACHINE WOULD
REQUIRE A CORNELL 3HM PUMP-END AND WOULD NOT BE
COMPATIBLE WITH THE AUTOMATIC SHUT-OFF VALVE. ADDITIONAL
COSTS REQUIRED TO UPGRADE PUMP END (~\$4000.00)

EHCO Hard Hose Traveler

**BOOSTER MACHINE
EHCO 125-1320 FRAME IV
EHCO 125-1400 FRAME IV**



Nobody knows Northwest Irrigation like Ernst. We have 60 years of experience in the field. We are familiar with and have made repairs on almost every piece of irrigation equipment commercially available.

We know what works and what doesn't, and we have established a reputation for technical knowledge and outstanding service.

EHCO Hard Hose Travelers

Designed and manufactured in the Northwest for the Northwest.

ERNST IRRIGATION

A PROVEN LEADER IN THE FIELD

Ernst Irrigation, 20179 Main St. NE,
St. Paul, OR 97137

Local (503)633-1111 Fax (503)633-4114

ERNST IRRIGATION



Will a hard hose traveler designed for an agricultural producer work for a municipality? Not necessarily. Based on our 60 years of experience, Ernst Irrigation has designed their travelers with features and options that allow us to customize a machine to fit specific needs. We work **WITH** our customers, and have asked many of them for their participation in designing out systems. The results have been well worth the effort. Clearly, there are many advantages to buying an EHCO hard hose traveler. Since our equipment is manufactured right here in the Northwest, using standard components, service is easily provided. All parts are available close by, and we can assist you immediately if you need help. What's more, our travelers utilize a simple drive system. They're easy to operate and maintain. Each EHCO model comes equipped with a 270-degree turntable, allowing you to irrigate larger areas without moving the unit repeatedly. Plus our units are operable with both fresh water and waste and waste water.

EHCO 125—Frame IV **Standard Features Include:**

- 4.0 I.D. (125 MM hose) with lengths up to 1500'
- John Deere 4045T/F290 Engine w/ Cornell 3RB booster pump
- Variable sprinkler retraction rates
- Simple level wind mechanism for smooth hose layout
- Adjustable self leveling skid or wheeled gun cart
- Medium density polyethylene hose
- Nelson SR150 slow reverse big gun
- Hydraulic gearbox with PTO capability
- Power spades and cart pickup
- Manual turntable
- Double axle
- Height 12'1"
- Width 9'2"
- Length 27' with cart
- Weight 13,000 without booster

EHCO Options Include:

- Computerized Controls
- Purge Pumps
- Low pressure cut out
- Perkins 1104C-44 engine w/ Berkeley B3JQBM pump
- Power Turntable

ERNST IRRIGATION

503-633-1111
St. Paul, OR

**EHCO/GK MACHINE
WARRANTY**

1. Products manufactured by EHCO/GK are warranted, for a period of 12 months after the date of shipment to the original retail buyer ("Buyer"), to be free of any defects in materials and workmanship. The 12-month warranty period shall not be extended by any repair or replacements of products pursuant to this warranty.
2. Subject to terms and conditions of this warranty, EHCO/GK will repair or replace, at its option, any products or components that are found to be defective or nonconforming, provided that buyer give prompt written notice of the defect or nonconformity within the warranty period. Buyer shall make the product or component available for inspection by an EHCO/GK representative, or at EHCO/GK's option, return the product or component to EHCO/GK.
3. Buyer shall be responsible for all cost of freight and other transportation and EHCO/GK shall be responsible for all labor charges for repair by any authorized third party (subject to EHCO/GK determination that such charges are reasonable) in connection with the repair or replacement of products pursuant to this warranty.
4. This warranty shall be void in case of (a) any modifications or repairs to the products not expressly approved by EHCO/GK, (b) use of unauthorized replacement parts, (c) misuse of products, including failure to observe operation instructions, (d) failure to perform normal maintenance, or (e) breakage or wear caused by normal use of products.
5. EHCO/GK shall be responsible for claims relating to defects of any component supplied by a third party and incorporated into products manufactured by EHCO/GK (including, but not limited to, diesel engines, gasoline engines, axles, tires, PTO shafts and batteries) only to the extent that such claims are covered by such third party's warranty.
6. Any adjustments of hydraulic pressure relief valves not approved by EHCO/GK and not performed to EHCO/GK specifications will void machine warranties.
7. Adjustments of shutoff linkages that do not conform to the Operator's Manual or have not been approved by EHCO/GK will void machine and hose warranties.
8. This warranty is in lieu of all other warranties or obligations, express or implied. EHCO/GK expressly disclaims all implied warranties of merchantability and fitness for a particular purpose and non-infringement. Buyer's exclusive remedy for breach of warranty is repair or replacement of products as provided herein. Dealers are not authorized to modify this warranty in any part, and EHCO/GK will not be responsible for promises not contained in this warranty.
9. **LIMITATION OF LIABILITY** – In no event will EHCO/GK, its officers, directors, employees, or affiliates, be liable for any direct, indirect, special, incidental or consequential damages of any kind (including, but not limited to, the products, or arising out of any legal theory, whether contract, negligence, strict tort liability or infringement.) In no event shall EHCO/GK be liable to buyer for any claim, whether based upon contract, negligence, strict tort liability, or any other legal theory, arising out of or relating to the product sold, in an amount exceeding the purchase price of the subject product, even if EHCO/GK has been advised of the possibility of such damages. Any action by buyer against EHCO/GK, its officers, directors, employees, or affiliates, arising out of or relating to the subject product, shall be brought within one year from shipment of the subject product to buyer.

TERMS OF WARRANTY FOR PE PIPES

The following Terms of Warranty apply to the PE pipes on EHCO/GK Travelers:

1. This PE pipe warranty is valid for a period of five years from the date of delivery to the original retail buyer (the "Buyer") and is set up as follows:
 - a) During the first 12 months, EHCO/GK will provide free replacement of material for the repair of the PE pipe. If a break occurs more than three times, EHCO/GK will replace the affected PE pipe free of charge.
 - b) From the 13th to the 24th month, EHCO/GK will provide free replacement of material for the repair of the PE pipe. If a break occurs more than three times, including any break during the first 12 months, EHCO/GK will replace the affected PE pipe upon payment by buyer of 20% of the then current price of PE pipe.
 - c) From the 25th to the 36th month, EHCO/GK will provide free replacement of material for the repair of the PE pipe. If a break occurs more than three times, including any break during the first 24 months, EHCO/GK will replace the affected PE pipe upon payment by buyer of 40% of the then current price of PE pipe.
 - d) From the 37th to the 48th month, EHCO/GK will provide free replacement of material for the repair of the PE pipe. If a break occurs more than three times, including any break during the first 36 months, EHCO/GK will replace the affected PE pipe upon payment by buyer of 60% of the then current price of PE pipe.
 - e) From the 49th to the 60th month, EHCO/GK will provide free replacement of material for the repair of the PE pipe. If a break occurs more than three times, including any break during the first 48 months, EHCO/GK will replace the affected PE pipe upon payment by buyer of 80% of the then current price of PE pipe.
 - f) The warranty does not cover products damaged due to misuse, neglect, use of force, unauthorized repair, improper storage or normal wear.

The period of warranty will not be extended by any repair or replacement of PE pipe pursuant to this warranty. Buyer shall be responsible for all costs of freight and other transportation, and EHCO/GK shall be responsible for all labor charges for repairs by any authorized third party (subject to EHCO/GK's determination that such charges are reasonable) in connection with the repair or replacement of the PE pipe pursuant to this warranty.

Buyer must promptly notify EHCO/GK in writing of any defects, and must indicate the serial number of the unit.

The warranty obligation is only applicable if the manufacturer, after examining it, recognizes the damage as a result of a defect in materials or workmanship.

2. The warranty obligation is only valid if:
 - a) EHCO/GK has received payment for the PE pipe pursuant to the agreed payment terms.
 - b) The certificate of warranty has been duly completed, including the date of delivery to the buyer, and returned to EHCO/GK within 10 days from the date of delivery.
 - c) The operating instructions for the EHCO/GK Traveler are observed exactly.
 - d) The temperature of the operating water does not exceed 86 degrees Fahrenheit.
 - e) The PE pipe is cooled off after excessive exposure to sunlight.
 - f) Pipes which have become covered by mud are not reeled up before they are lifted from the ground.
 - g) The speed at which the PE pipe is drawn off or reeled up does not exceed 3 mph.
 - h) The reading pressure at the unit does not exceed 150 psi.
 - i) The friction brake is properly set.
3. EHCO/GK will bear the cost of the repair by the buyer himself or a third person only if we have given our prior written consent.
4. The warranty is only valid for the original buyer and expires upon buyer's resale of the products.
5. This warranty is in lieu of all other warranties or obligations, express or implied. EHCO/GK expressly disclaims all implied warranties of merchantability, fitness for a particular purpose and non-infringement. Buyer's exclusive remedy for breach of warranty is repair or replacement of products and provided herein. Dealers are not authorized to modify this warranty in any part, and EHCO/GK will not be responsible for promises not contained in this warranty.
6. **LIMITAION OF LIABILITY** ~ In no event will EHCO/GK, its officers, directors, employees, or affiliates, be liable for any direct, indirect, special, incidental or consequential damages of any kind (including, but not limited to, personal injury, property damage, or lost profits or revenues), sustained from any cause relating to the products or arising out of any legal theory, whether contract, negligence, strict tort liability or infringement. In no event shall EHCO/GK be liable to buyer for any claim, whether based upon contract, negligence, strict tort liability, or any other legal theory, arising out of or relating to the product sold, in an amount exceeding the purchase price of the subject product, even if EHCO/GK has been advised of the possibility of such damages. Any lawsuit by buyer against EHCO/GK, its officers, directors, employees, or affiliates, arising out of or relating to the subject product, shall be filed within one year from shipment of the subject product to buyer.

City Of Molalla

City Council Meeting



Agenda Category: Continued Business

Subject: Stormwater Fee Methodology Update

Recommendation: Council Approval

Date of Meeting to be Presented: June 14, 2017

Fiscal Impact: Storm Fund

Background:

On May 24, 2017, Staff presented a stormwater utility fee methodology update to City Council for their consideration. Per Council direction, staff has included a Resolution for modification to the stormwater utility fee methodology and a rate increase for identified capital projects (Fenton St CDBG).

Staff recommends City Council approve the Resolution modifying the stormwater fee methodology and rate increase.

SUBMITTED BY: Gerald Fisher, Public Works Director
APPROVED BY: Dan Huff, City Manager



Administration – City Manager’s Office
117 N Molalla Avenue, PO Box 248, Molalla, Oregon 97038
Phone: (503) 829-6855 Fax: (503) 829-3676

Agenda Category – PUBLIC HEARING / NEW BUSINESS

June 14, 2017

To: Molalla Mayor and City Council

From: Dan Huff, City Manager, and Budget Officer

RE: Public Hearing, Administrative Recommendations, Deliberations, and Adoption of FY 2017/2018 budget with changes by resolution.

On Tuesday May 9, 2017, the City of Molalla Budget Committee approved the proposed budget to City Council on June 14, 2017.

It is important to note that this budget is a positive budget even though we are stating that issues for the City are looming on the horizon. Our assessed value for the City has grown to over \$25,000,000 from last year. The reality is that our tax income will produce approximately \$200,000 in additional revenue to the General Fund. Our General Fund is the sole source of revenue for our Police Department. The Budget as presented has earmarked 2.6 million to Police with a General Fund projection of 2.9 million. We perform all other City functions using other sources of revenue.

A couple of other areas to note is the creation of two new departments within the General fund for Parks and Planning services. Historically we have housed Parks in the street fund and we are moving Parks to a separate fund to be paid out of the General Fund. This is the right thing to do. Planning is a necessary service and we need to track costs for this service as a stand-alone program.

Other significant changes are the addition of two positions in the Police Department and one additional position in Public Works. Each of these proposals represent the minimum we can afford in order to meet demand. The Police Department is operating in not only a substandard facility but with a staffing level that was in place with 2,500 fewer people 10 years ago. Public Works, for example is funded through user fees, rates shared revenue, etc. We looked up two years ago and found ourselves in a rate deficient position in public works. The increase in our administrative component will address growth but rates have not kept up with maintenance and operations. Public Works is anticipating additional administrative functions and reporting requirements as we crack that 10,000 mark.

During the City’s initial visioning session one word stood out during the discussion. Amazing. Let’s make Molalla amazing. In order to do that we will need to pay for it. We wrestled with proposing a Budget that identified future needs for a plus 10,000 population and services that were paid for by rate or fee increases. We chose however, to present a balanced Budget that improves certain areas with smaller steps but basically keeps us where we are today.

We need to do better and we need to look beyond where we are today. We have performed many tasks and moved forward with a skeleton crew but more needs to be completed and we do not have the appropriate staff to perform the tasks. Our decisions (within the budget) to bolster Finance as well as the Administration staff person will help us contend with not only the important task of fiscal control but improve our provision of public information.

We have all been charged with fiduciary responsibility and managing public assets. We do that here with this Budget. We recognize that there are a number of potentially positive components heading our way in 2017/18 such as the Transportation System Plan, Development Code and a Visioning Project that will serve Molalla for years to come. I truly believe Molalla is on the cusp of great things and becoming that amazing place but we continue to have work to do.

As we have for some time we have continued to monitor spending with the budget proposal for the 2017/18 fiscal year. And we continue to embrace the concept of doing as much as we can with the level of resources available and examine efficiencies as well as deficiencies. Again, this is not sustainable with current Staff levels or current revenues.

Public Works is an additional concern for us in that I believe we produce some of our best Economic Development by maintaining and managing our infrastructure. Again, we have addressed administrative needs with an operations supervisor and a part time administrative assistant but we have dialed down capital improvements and projects and may have to turn back certain projects that we desperately need. Our monitoring and management requirements go up as our population grows and we need revenue to match these needs. My suggestion is that we implement rate increases in wastewater and storm drainage and institute a parks fee as well as a street fee.

One of those hard items to swallow is that without increases to the Water, Sewer, and Storm water Fund user fees, the City will be delayed in our ability to perform needed operation and maintenance activities and move ahead of deferred capital improvements. Operations and projects will reach a tipping point as the community moves past a population of 10,000 creating additional requirements related to permitting, testing, reporting, staff certification, and capital expenditures for upgrades in the water, sewer, and storm water systems.

Pavement condition index is in the low 60's for city owned and operated streets. The threshold for accelerated degradation of pavement begins at a score of 70. Without a street user fee or other sustainable funding source, the street system will continue to degrade increasing the cost of repair and rehabilitation. Projects related to transportation enhancement are essentially unfunded and have been since the adoption of the Transportation Master Plan in 2001. An update to the plan is underway and without a sustainable funding source to match with transportation system development charges, the City will continue to be unable to design and construct any of the capacity increasing and safety related project that will serve the community as it grows.

We fully understand that the list of unmet needs is large and this Budget does not begin to tackle the need. But the budget is balanced and in compliance with Oregon Budget Law. We are in a position today that is not unlike other communities in that we are looking for ways to pay for our community improvements. Molalla continues to be in a good place.

Summary (by appropriation) detail of the Approved Budget:



General Fund Line Item detail of the Approved Budget:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	GENERAL FUND SUMMARY RESOURCES	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 788,595.04	\$ 951,559.68	\$ 1,050,000.00	<i>BFB</i>	\$ 1,215,874.00	\$ 1,215,874.00	\$ -
\$ 2,537,724.70	\$ 2,654,666.73	\$ 2,705,000.00	<i>Property Tax</i>	\$ 2,887,000.00	\$ 2,887,000.00	\$ -
\$ 157,326.81	\$ 152,085.06	\$ 148,000.00	<i>All Other Resources</i>	\$ 172,500.00	\$ 172,500.00	\$ -
\$ 159,621.62	\$ 161,128.13	\$ 192,750.00	<i>Fed, State, Grant</i>	\$ 265,350.00	\$ 265,350.00	\$ -
\$ 805,810.81	\$ 888,089.00	\$ 929,126.19	<i>Fees, Licenses, Permits</i>	\$ 808,479.00	\$ 808,479.00	\$ -
\$ 4,449,078.98	\$ 4,807,528.60	\$ 5,024,876.19	TOTAL RESOURCES	\$ 5,349,203.00	\$ 5,349,203.00	\$ -
REQUIREMENTS						
\$ 442,744.37	\$ 511,371.06	\$ 636,725.00	<i>Personnel Service-OGM</i>	\$ 644,540.00	\$ 644,540.00	\$ -
\$ 1,604,913.83	\$ 1,562,286.82	\$ 1,857,250.00	<i>Personnel Service-PD</i>	\$ 2,028,700.00	\$ 2,028,700.00	\$ -
\$ 136,663.59	\$ 143,044.87	\$ 147,450.00	<i>Personnel Service-Court</i>	\$ 118,900.00	\$ 118,900.00	\$ -
\$ -	\$ -	\$ -	<i>Personnel Service-Planning</i>	\$ 85,270.00	\$ 85,270.00	\$ -
\$ -	\$ -	\$ -	<i>Personnel Service-Parks</i>	\$ 126,300.00	\$ 126,300.00	\$ -
\$ 295,148.76	\$ 279,758.58	\$ 317,750.00	<i>Material & Services-OGM</i>	\$ 318,000.00	\$ 318,000.00	\$ -
\$ 365,068.98	\$ 439,749.83	\$ 509,500.00	<i>Material & Services-PD</i>	\$ 537,641.00	\$ 537,641.00	\$ -
\$ 69,111.84	\$ 71,078.03	\$ 87,700.00	<i>Material & Services-Court</i>	\$ 87,825.00	\$ 87,825.00	\$ -
\$ 30,790.61	\$ -	\$ -	<i>Material & Services-Planning</i>	\$ 29,200.00	\$ 29,200.00	\$ -
\$ -	\$ -	\$ -	<i>Material & Services-Parks</i>	\$ 59,927.00	\$ 59,927.00	\$ -
\$ 12,130.82	\$ 89,172.95	\$ 400,000.00	<i>Capital Improvement-OGM</i>	\$ 27,000.00	\$ 27,000.00	\$ -
\$ 53,446.50	\$ 58,618.91	\$ 55,000.00	<i>Capital Improvement-PD</i>	\$ 55,000.00	\$ 55,000.00	\$ -
\$ -	\$ -	\$ -	<i>Capital Improvement-Parks</i>	\$ 4,900.00	\$ 4,900.00	\$ -
\$ 487,500.00	\$ 545,000.00	\$ 300,000.00	<i>Transfers Out</i>	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ 100,000.00	<i>Contingency</i>	\$ 100,000.00	\$ 100,000.00	\$ -
\$ -	\$ -	\$ 200,000.00	<i>Reserve</i>	\$ 125,000.00	\$ 125,000.00	\$ -
\$ 3,497,519.30	\$ 3,700,081.05	\$ 4,611,375.00	TOTAL REQUIREMENTS	\$ 4,349,203.00	\$ 4,349,203.00	\$ -
		\$ 413,501.19	<i>UEFB</i>	\$ 1,000,000.00	\$ 1,000,000.00	\$ -
\$ 951,559.68	\$ 1,107,447.55	\$ (0.00)	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

Actuals	Actuals	Budgeted	GENERAL FUND REVENUE DETAIL	Proposed	Approved	Adopted
FY 2014/2015	FY 2015/2016	FY 2016/2017	Account Name	FY 2017/2018	FY 2017/2018	FY 2017/2018
\$ 788,595.04	\$ 951,559.68	\$ 1,050,000.00	BEGINNING FUND BALANCE	\$ 1,215,874.00	\$ 1,215,874.00	\$ -
\$ 2,537,724.70	\$ 2,654,666.73	\$ 2,705,000.00	CURRENT PROPERTY TAXES	\$ 2,887,000.00	\$ 2,887,000.00	\$ -
\$ 49,625.48	\$ 40,384.01	\$ 50,000.00	PRIOR PROPERTY TAXES	\$ 35,000.00	\$ 35,000.00	\$ -
\$ 37,033.17	\$ 22,895.04	\$ 40,000.00	STATE REVENUE SHARING	\$ 85,000.00	\$ 85,000.00	\$ -
\$ -	\$ -	\$ -	MARIJUANA TAX	\$ 100.00	\$ 100.00	\$ -
\$ 111,335.48	\$ 128,406.85	\$ 140,000.00	LIQUOR TAX	\$ 153,000.00	\$ 153,000.00	\$ -
\$ 11,252.97	\$ 9,826.24	\$ 12,750.00	CIGARETTE TAX	\$ 12,750.00	\$ 12,750.00	\$ -
\$ 25,298.00	\$ 25,937.50	\$ 22,500.00	BUSINESS LICENSES	\$ 24,000.00	\$ 24,000.00	\$ -
\$ 12,291.30	\$ 8,277.22	\$ 10,000.00	LEINS	\$ -	\$ -	\$ -
\$ 12,964.00	\$ 47,326.00	\$ 69,948.00	SDC ADMINISTRATION FEE	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 53,720.85	\$ 61,566.10	\$ 52,000.00	INTEREST	\$ 91,500.00	\$ 91,500.00	\$ -
\$ 51,985.48	\$ 48,819.95	\$ 45,000.00	REFUNDS & REBATES	\$ 45,000.00	\$ 45,000.00	\$ -
\$ 1,575.00	\$ 1,300.00	\$ 1,000.00	KEY DEPOSITS	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 380,053.57	\$ 384,585.67	\$ 415,528.19	COST ALLOCATION PLAN	\$ 331,000.00	\$ 331,000.00	\$ -
\$ 43,253.60	\$ 42,142.73	\$ 42,250.00	NW NATURAL GAS FRANCHISE	\$ 42,000.00	\$ 42,000.00	\$ -
\$ 12,321.29	\$ 13,023.51	\$ 11,000.00	TELEPHONE FRANCHISE	\$ 13,479.00	\$ 13,479.00	\$ -
\$ 33,473.05	\$ 32,701.85	\$ 32,000.00	TV FRANCHISE	\$ 32,000.00	\$ 32,000.00	\$ -
\$ 62,500.00	\$ 62,500.00	\$ 50,000.00	PGE FRANCHISE	\$ 125,000.00	\$ 125,000.00	\$ -
\$ 1,870.00	\$ 4,731.14	\$ 3,000.00	ALARM PERMITS	\$ 3,000.00	\$ 3,000.00	\$ -
\$ 15.00	\$ -	\$ -	FINGERPRINTS	\$ -	\$ -	\$ -
\$ 1,500.00	\$ 2,850.00	\$ 2,000.00	TOW FEES	\$ 2,000.00	\$ 2,000.00	\$ -
\$ 1,145.00	\$ 1,701.89	\$ 1,750.00	POLICE REPORTS	\$ 2,000.00	\$ 2,000.00	\$ -
\$ 238.94	\$ 8,096.55	\$ 4,000.00	PD REFUNDS & REBATES	\$ 4,000.00	\$ 4,000.00	\$ -
\$ 207,466.16	\$ 214,091.86	\$ 235,150.00	POLICE FINES & BAILS	\$ 210,000.00	\$ 210,000.00	\$ -
\$ -	\$ -	\$ -	DUII POLICE GRANT	\$ 3,500.00	\$ 3,500.00	\$ -
\$ -	\$ -	\$ -	OT REIMBURSE	\$ 10,000.00	\$ 10,000.00	\$ -
\$ -	\$ -	\$ -	VEST GRANT	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 420.00	\$ 15.00	\$ -	COFFEE PAYROLL DEDUCTION	\$ -	\$ -	\$ -
\$ 11,420.90	\$ 40,123.08	\$ 30,000.00	PLANNING FEES	\$ 15,000.00	\$ 15,000.00	\$ -
\$ 4,449,078.98	\$ 4,807,528.60	\$ 5,024,876.19	Total General Fund Resources	\$ 5,349,203.00	\$ 5,349,203.00	\$ -

Actuals	Actuals	Budgeted	GOVERNANCE & MANAGEMENT	Proposed	Approved	Adopted
FY 2014/2015	FY 2015/2016	FY 2016/2017	Account Name	FY 2017/2018	FY 2017/2018	FY 2017/2018
\$ 2,183.46	\$ (4,552.77)	\$ 55,725.00	PERS	\$ 74,000.00	\$ 74,000.00	\$ -
\$ -	\$ -	\$ -	PERS UAL/RHIA	\$ -	\$ -	\$ -
\$ (729.54)	\$ (27.78)	\$ 1,000.00	SAIF	\$ 1,200.00	\$ 1,200.00	\$ -
\$ 26,411.22	\$ 31,026.29	\$ 32,500.00	FICA	\$ 37,400.00	\$ 37,400.00	\$ -
\$ 69,639.33	\$ 79,354.51	\$ 86,000.00	INSURANCE	\$ 91,000.00	\$ 91,000.00	\$ -
\$ -	\$ -	\$ 5,000.00	UNEMPLOYMENT LIABILITY	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 98,693.52	\$ 110,206.79	\$ 110,000.00	CITY MANAGER	\$ 120,000.00	\$ 120,000.00	\$ -
\$ -	\$ -	\$ -	EXEC ADMINISTRATIVE ASSISTANT	\$ 33,600.00	\$ 33,600.00	\$ -
\$ 43,153.74	\$ 58,263.40	\$ 62,500.00	ECON. DEVELOPMENT/PLANNER	\$ -	\$ -	\$ -
\$ -	\$ 42,075.00	\$ 55,000.00	GIS MAPPING/CODE DEVELOPMENT	\$ -	\$ -	\$ -
\$ -	\$ -	\$ 26,000.00	OFFICE SPECIALIST	\$ 11,000.00	\$ 11,000.00	\$ -
\$ 23,313.44	\$ 14,080.61	\$ 14,000.00	ASSISTANT TO CITY RECORDER	\$ -	\$ -	\$ -
\$ 80,275.84	\$ 86,960.08	\$ 87,500.00	FINANCE DIRECTOR	\$ 94,065.00	\$ 94,065.00	\$ -
\$ 76,490.08	\$ 79,904.32	\$ 87,500.00	ASST CM / CITY RECORDER	\$ 91,875.00	\$ 91,875.00	\$ -
\$ 23,313.28	\$ 14,080.61	\$ 14,000.00	SENIOR ACCOUNTANT	\$ 85,400.00	\$ 85,400.00	\$ -
\$ 442,744.37	\$ 511,371.06	\$ 636,725.00	Total OGM Personnel Services	\$ 644,540.00	\$ 644,540.00	\$ -

Actuals	Actuals	Budgeted	GOVERNANCE & MANAGEMENT	Proposed	Approved	Adopted
FY 2014/2015	FY 2015/2016	FY 2016/2017	Account Name	FY 2017/2018	FY 2017/2018	FY 2017/2018
\$ 6,383.34	\$ 6,361.47	\$ 8,000.00	POWER	\$ 6,500.00	\$ 6,500.00	\$ -
\$ 14,413.52	\$ 17,782.07	\$ 17,250.00	PHONE	\$ 15,000.00	\$ 15,000.00	\$ -
\$ 28,632.36	\$ 24,772.37	\$ 30,000.00	OPERATIONS & MAINTENANCE	\$ 30,000.00	\$ 30,000.00	\$ -
\$ 19,562.48	\$ 4,000.73	\$ 12,500.00	BUILDING MAINTENANCE	\$ 10,000.00	\$ 10,000.00	\$ -
\$ 6,213.66	\$ 10,033.68	\$ 12,500.00	TRAINING & CONF. TRAVEL	\$ 10,000.00	\$ 10,000.00	\$ -
\$ 8,718.83	\$ 11,469.03	\$ 12,500.00	DUES & MEMBERSHIP	\$ 10,000.00	\$ 10,000.00	\$ -

\$ 10,310.92	\$ 4,983.45	\$ 7,000.00	POSTAGE	\$ 7,000.00	\$ 7,000.00	\$ -
\$ 20,452.17	\$ 20,940.55	\$ 23,000.00	PRINTING & PUBLICATIONS	\$ 23,000.00	\$ 23,000.00	\$ -
\$ 14,663.29	\$ 49,624.43	\$ 45,000.00	PROFESSIONAL SERVICES	\$ 45,000.00	\$ 45,000.00	\$ -
\$ 11,397.77	\$ 13,500.33	\$ 16,500.00	INSURANCE/LIABILITY/GEN	\$ 16,500.00	\$ 16,500.00	\$ -
\$ 1,350.00	\$ 1,050.00	\$ 1,000.00	KEY DEPOSIT REFUNDS	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 8,491.23	\$ 8,435.00	\$ 9,000.00	CUSTODIAN	\$ 12,000.00	\$ 12,000.00	\$ -
\$ 5,883.69	\$ 8,921.77	\$ 7,500.00	CUSTODIAL SUPPLIES	\$ 7,000.00	\$ 7,000.00	\$ -
\$ 4,985.19	\$ 11,892.04	\$ 10,000.00	OFFICE SUPPLIES	\$ 11,000.00	\$ 11,000.00	\$ -
\$ -	\$ 300.00	\$ -	MOLALLA FIRE DEPT READER BOARD	\$ -	\$ -	\$ -
\$ 33,305.16	\$ 9,677.68	\$ 25,000.00	CITY ATTORNEY	\$ 30,000.00	\$ 30,000.00	\$ -
\$ 65,812.83	\$ 38,709.40	\$ 40,000.00	COMPUTER SERVICES	\$ 42,000.00	\$ 42,000.00	\$ -
\$ -	\$ -	\$ -	COMPUTER EQUIPMENT & SOFTWARE	\$ -	\$ -	\$ -
\$ 20,244.00	\$ 24,500.00	\$ 27,000.00	AUDITS & BUDGETS	\$ 28,000.00	\$ 28,000.00	\$ -
\$ -	\$ -	\$ -	ANNEXATIONS & ELECTIONS	\$ -	\$ -	\$ -
\$ 4,375.00	\$ 4,200.00	\$ 5,000.00	MEETINGS BROADCASTING	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 8,600.00	\$ 8,400.00	\$ 9,000.00	COUNCIL MEETINGS	\$ 9,000.00	\$ 9,000.00	\$ -
\$ (0.05)	\$ 69.67	\$ -	CASH, OVER/SHORT	\$ -	\$ -	\$ -
\$ 1,353.37	\$ 134.91	\$ -	COFFEE & COFFEE SUPPLIES	\$ -	\$ -	\$ -
\$ 295,148.76	\$ 279,758.58	\$ 317,750.00	Total OGM Materials & Services	\$ 318,000.00	\$ 318,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	GOVERNANCE & MANAGEMENT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 12,130.82	\$ 89,172.95	\$ 400,000.00	CAPITAL IMPROVEMENTS	\$ 27,000.00	\$ 27,000.00	\$ -
\$ 12,130.82	\$ 89,172.95	\$ 400,000.00	Total OGM Capital Improvements	\$ 27,000.00	\$ 27,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	GENERAL FUND TRANSFERS Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 400,000.00	\$ 200,000.00	\$ -	TRANSFER TO SEWER FUND	\$ -	\$ -	\$ -
\$ -	\$ -	\$ 300,000.00	TRANSFER TO STREET FUND	\$ -	\$ -	\$ -
\$ 87,500.00	\$ 345,000.00	\$ -	TRANSFER TO PARKS & REC	\$ -	\$ -	\$ -
\$ 487,500.00	\$ 545,000.00	\$ 300,000.00	Total OGM Transfers	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	GENERAL FUND CONTINGENCY/RESERVE Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 100,000.00	OPERATING CONTINGENCY	\$ 100,000.00	\$ 100,000.00	\$ -
\$ -	\$ -	\$ 200,000.00	CONSTRUCTION RESERVE	\$ 125,000.00	\$ 125,000.00	\$ -
\$ -	\$ -	\$ 300,000.00	Total OGM Contingency/Reserve	\$ 225,000.00	\$ 225,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	POLICE DEPARTMENT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 162,919.08	\$ 189,514.50	\$ 230,000.00	PERS	\$ 235,000.00	\$ 235,000.00	\$ -
\$ 24,313.11	\$ 23,676.57	\$ 27,250.00	SAIF	\$ 35,500.00	\$ 35,500.00	\$ -
\$ 85,877.26	\$ 81,801.14	\$ 97,500.00	FICA	\$ 108,000.00	\$ 108,000.00	\$ -
\$ 204,961.55	\$ 204,792.67	\$ 220,000.00	INSURANCE	\$ 248,000.00	\$ 248,000.00	\$ -
\$ -	\$ -	\$ 5,000.00	UNEMPLOYMENT LIABILITY	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 82,402.52	\$ 88,733.20	\$ 90,000.00	POLICE CHIEF	\$ 100,000.00	\$ 100,000.00	\$ -
\$ -	\$ -	\$ -	LIEUTENANT	\$ 90,000.00	\$ 90,000.00	\$ -
\$ 218,239.27	\$ 172,711.64	\$ 250,000.00	SERGEANTS	\$ 242,000.00	\$ 242,000.00	\$ -
\$ 544,011.63	\$ 558,654.90	\$ 650,000.00	PATROL OFFICERS	\$ 636,500.00	\$ 636,500.00	\$ -
\$ 64,424.88	\$ 43,163.24	\$ 45,000.00	POLICE CLERK	\$ 65,500.00	\$ 65,500.00	\$ -
\$ 16,807.75	\$ 26,211.02	\$ 26,500.00	CERTIFICATE PAY	\$ 31,700.00	\$ 31,700.00	\$ -
\$ 29,414.30	\$ 22,140.89	\$ 21,000.00	HOLIDAY BUYOUT	\$ 23,000.00	\$ 23,000.00	\$ -
\$ 103,596.66	\$ 98,823.80	\$ 125,000.00	OVERTIME	\$ 135,000.00	\$ 135,000.00	\$ -
\$ 7,895.94	\$ (2,924.63)	\$ 10,000.00	BUCKEROO OVERTIME	\$ 17,500.00	\$ 17,500.00	\$ -
\$ 60,049.88	\$ 54,987.88	\$ 60,000.00	PROPERTY OFFICER	\$ 56,000.00	\$ 56,000.00	\$ -
\$ 1,604,913.83	\$ 1,562,286.82	\$ 1,857,250.00	Total Police Personnel Service	\$ 2,028,700.00	\$ 2,028,700.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	POLICE DEPARTMENT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 6,010.38	\$ 6,009.12	\$ 7,500.00	POWER	\$ 7,500.00	\$ 7,500.00	\$ -
\$ 23,164.85	\$ 27,748.12	\$ 29,500.00	PHONE	\$ 29,500.00	\$ 29,500.00	\$ -
\$ 40,733.94	\$ 27,595.79	\$ 28,750.00	CONNECTIVITY	\$ 30,000.00	\$ 30,000.00	\$ -
\$ 25,137.55	\$ 8,032.08	\$ 40,000.00	OPERATIONS & MAINTENANCE	\$ 25,000.00	\$ 25,000.00	\$ -
\$ 10,348.47	\$ 6,272.93	\$ 10,000.00	BUILDING MAINTENANCE	\$ 10,000.00	\$ 10,000.00	\$ -
\$ 5,584.54	\$ 6,142.86	\$ 12,000.00	TRAINING & CONF. TRAVEL	\$ 15,000.00	\$ 15,000.00	\$ -
\$ 415.00	\$ 350.00	\$ 1,000.00	DUES & MEMBERSHIP	\$ 1,500.00	\$ 1,500.00	\$ -
\$ 54.57	\$ 50.14	\$ 500.00	POSTAGE	\$ -	\$ -	\$ -
\$ 1,950.00	\$ 30,620.00	\$ 17,750.00	CONTRACTS & OBLIGATIONS	\$ 38,000.00	\$ 38,000.00	\$ -
\$ 920.50	\$ 29,447.60	\$ 10,000.00	PROFESSIONAL SERVICES	\$ 15,000.00	\$ 15,000.00	\$ -
\$ 36,263.81	\$ 40,159.45	\$ 49,000.00	INSURANCE/LIABILITY/GEN	\$ 61,641.00	\$ 61,641.00	\$ -
\$ 28,218.57	\$ 20,429.04	\$ 30,000.00	VEHICLE FUEL	\$ 35,000.00	\$ 35,000.00	\$ -
\$ 23,540.26	\$ 23,192.22	\$ 30,000.00	VEHICLE REPAIR	\$ 40,000.00	\$ 40,000.00	\$ -
\$ 7,878.20	\$ 8,781.71	\$ 12,000.00	UNIFORMS	\$ 15,000.00	\$ 15,000.00	\$ -
\$ 9,178.73	\$ 8,435.00	\$ 9,000.00	JANITOR	\$ 9,000.00	\$ 9,000.00	\$ -
\$ 10,675.27	\$ 14,446.43	\$ 15,000.00	JANITOR SUPPLIES	\$ 15,000.00	\$ 15,000.00	\$ -
\$ 1,439.65	\$ 441.27	\$ -	OFFICE SUPPLIES	\$ -	\$ -	\$ -
\$ 558.25	\$ 1,373.52	\$ 4,000.00	RADIO REPAIR	\$ -	\$ -	\$ -
\$ 83,769.00	\$ 92,270.00	\$ 95,000.00	CENTRAL DISPATCH	\$ 99,500.00	\$ 99,500.00	\$ -
\$ (225.00)	\$ -	\$ 7,500.00	SPECIAL INVESTIGATION	\$ 10,000.00	\$ 10,000.00	\$ -
\$ 6,135.40	\$ 6,576.83	\$ 8,500.00	OFFICE MACHINES & MAINT	\$ 8,500.00	\$ 8,500.00	\$ -
\$ 4,815.46	\$ 12,185.09	\$ 12,500.00	FIREARMS	\$ 12,500.00	\$ 12,500.00	\$ -
\$ 2,500.00	\$ 2,500.00	\$ -	JUVENILE DIVERSION PANEL FEE	\$ -	\$ -	\$ -
\$ -	\$ 8,638.30	\$ 20,000.00	COMPUTER REPAIR & UPGRADE	\$ 20,000.00	\$ 20,000.00	\$ -
\$ 35,687.11	\$ 57,050.53	\$ 60,000.00	SUPPLIES / EQUIPMENT	\$ 40,000.00	\$ 40,000.00	\$ -
\$ 314.47	\$ 1,001.80	\$ -	CRIME SCENE INV SUPPLIES	\$ -	\$ -	\$ -
\$ 365,068.98	\$ 439,749.83	\$ 509,500.00	Total Police Materials & Services	\$ 537,641.00	\$ 537,641.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	POLICE DEPARTMENT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 53,446.50	\$ 58,618.91	\$ 55,000.00	EMERGENCY VEHICLES	\$ 55,000.00	\$ 55,000.00	\$ -
\$ 53,446.50	\$ 58,618.91	\$ 55,000.00	Total Police Capital Improvements	\$ 55,000.00	\$ 55,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	MUNICIPAL COURT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 6,856.97	\$ 8,067.28	\$ 8,700.00	PERS	\$ 8,000.00	\$ 8,000.00	\$ -
\$ 195.76	\$ 124.58	\$ 250.00	SAIF	\$ 250.00	\$ 250.00	\$ -
\$ 8,130.85	\$ 8,485.45	\$ 9,000.00	FICA	\$ 7,000.00	\$ 7,000.00	\$ -
\$ 15,195.94	\$ 15,448.42	\$ 15,750.00	INSURANCE	\$ 11,700.00	\$ 11,700.00	\$ -
\$ 20,400.00	\$ 20,400.00	\$ 21,250.00	MUNICIPAL COURT JUDGE	\$ 21,250.00	\$ 21,250.00	\$ -
\$ 30,000.00	\$ 30,000.00	\$ 32,500.00	PROSECUTING ATTORNEY	\$ 32,500.00	\$ 32,500.00	\$ -
\$ 52,517.62	\$ 55,767.63	\$ 55,000.00	COURT CLERK	\$ 33,000.00	\$ 33,000.00	\$ -
\$ -	\$ -	\$ -	COURT BAILIFF	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 3,366.45	\$ 4,751.51	\$ 5,000.00	OVERTIME	\$ 200.00	\$ 200.00	\$ -
\$ 136,663.59	\$ 143,044.87	\$ 147,450.00	Total Court Personnel Service	\$ 118,900.00	\$ 118,900.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	MUNICIPAL COURT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	POWER	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ -	PHONE	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 10,458.72	\$ 10,197.48	\$ 15,000.00	OPERATIONS & MAINTENANCE	\$ 10,000.00	\$ 10,000.00	\$ -
\$ -	\$ -	\$ -	BUILDING MAINTENANCE	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 1,461.01	\$ 1,471.81	\$ 2,500.00	TRAINING & CONF. TRAVEL	\$ 700.00	\$ 700.00	\$ -
\$ 150.00	\$ 50.00	\$ 200.00	DUES & MEMBERSHIP	\$ 100.00	\$ 100.00	\$ -
\$ -	\$ -	\$ -	POSTAGE	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ 146.53	\$ 500.00	PRINTING & PUBLICATIONS	\$ 500.00	\$ 500.00	\$ -
\$ 7,090.00	\$ 1,440.00	\$ 1,500.00	PROFESSIONAL SERVICES	\$ 1,500.00	\$ 1,500.00	\$ -
\$ 2,849.44	\$ 2,856.55	\$ 3,250.00	INSURANCE/LIABILITY/GEN	\$ 3,675.00	\$ 3,675.00	\$ -

\$ -	\$ -	\$ -	JANITOR	\$ 2,500.00	\$ 2,500.00	\$ -
\$ -	\$ -	\$ -	JANITOR SUPPLIES	\$ 500.00	\$ 500.00	\$ -
\$ 108.88	\$ -	\$ -	OFFICE SUPPLIES	\$ 100.00	\$ 100.00	\$ -
\$ 9,950.00	\$ 13,250.00	\$ 17,000.00	COURT APPOINTED ATTORNEY	\$ 17,000.00	\$ 17,000.00	\$ -
\$ 2,928.00	\$ 1,296.00	\$ 1,750.00	BAIL REFUND	\$ 1,750.00	\$ 1,750.00	\$ -
\$ 21,815.99	\$ 26,064.70	\$ 27,500.00	CLACKAMAS COUNTY	\$ 27,000.00	\$ 27,000.00	\$ -
\$ 10,136.31	\$ 11,264.13	\$ 15,000.00	OR DEPT OF REVENUE	\$ 15,000.00	\$ 15,000.00	\$ -
\$ 2,163.49	\$ 3,040.83	\$ 3,500.00	VICTIM RESTITUTION	\$ 3,500.00	\$ 3,500.00	\$ -
\$ 69,111.84	\$ 71,078.03	\$ 87,700.00	Total Court Material & Services	\$ 87,825.00	\$ 87,825.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PLANNING DEPARTMENT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	PERS	\$ 8,020.00	\$ 8,020.00	\$ -
\$ -	\$ -	\$ -	SAIF	\$ 350.00	\$ 350.00	\$ -
\$ -	\$ -	\$ -	FICA	\$ 4,400.00	\$ 4,400.00	\$ -
\$ -	\$ -	\$ -	INSURANCE	\$ 15,300.00	\$ 15,300.00	\$ -
\$ -	\$ -	\$ -	COMMUNITY PLANNER	\$ 57,200.00	\$ 57,200.00	\$ -
\$ -	\$ -	\$ -	Total Planning Personnel Service	\$ 85,270.00	\$ 85,270.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PLANNING DEPARTMENT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	POWER	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ -	PHONE	\$ 1,500.00	\$ 1,500.00	\$ -
\$ -	\$ -	\$ -	OPERATIONS & MAINTENANCE	\$ 2,000.00	\$ 2,000.00	\$ -
\$ -	\$ -	\$ -	BUILDING MAINTENANCE	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ -	TRANING & CONF. TRAVEL	\$ 500.00	\$ 500.00	\$ -
\$ -	\$ -	\$ -	DUES & MEMBERSHIP	\$ 300.00	\$ 300.00	\$ -
\$ -	\$ -	\$ -	POSTAGE	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 495.00	\$ -	\$ -	PROFESSIONAL SERVICES	\$ 12,000.00	\$ 12,000.00	\$ -
\$ 30,295.61	\$ -	\$ -	PROFESSIONAL SERVICE-GLASCOW	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	INSURANCE/LIABILITY/GEN	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ -	CUSTODIAN	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ -	OFFICE SUPPLIES	\$ 400.00	\$ 400.00	\$ -
\$ -	\$ -	\$ -	CITY ATTORNEY	\$ 5,000.00	\$ 5,000.00	\$ -
\$ -	\$ -	\$ -	COMPUTER SERVICES	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ -	MEETINGS AND BOARDS	\$ 1,500.00	\$ 1,500.00	\$ -
\$ 30,790.61	\$ -	\$ -	Total Planning Material & Services	\$ 29,200.00	\$ 29,200.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PARKS DEPARTMENT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	PERS	\$ 10,500.00	\$ 10,500.00	\$ -
\$ -	\$ -	\$ -	SAIF	\$ 3,500.00	\$ 3,500.00	\$ -
\$ -	\$ -	\$ -	FICA	\$ 5,500.00	\$ 5,500.00	\$ -
\$ -	\$ -	\$ -	INSURANCE	\$ 19,000.00	\$ 19,000.00	\$ -
\$ -	\$ -	\$ -	PW DIRECTOR	\$ 2,350.00	\$ 2,350.00	\$ -
\$ -	\$ -	\$ -	CREW-FOREMAN	\$ 1,750.00	\$ 1,750.00	\$ -
\$ -	\$ -	\$ -	PW OPERATIONS SUPERVISOR	\$ 6,200.00	\$ 6,200.00	\$ -
\$ -	\$ -	\$ -	CREW-PARKS	\$ 54,000.00	\$ 54,000.00	\$ -
\$ -	\$ -	\$ -	CREW-SEASONAL	\$ 20,000.00	\$ 20,000.00	\$ -
\$ -	\$ -	\$ -	OVERTIME	\$ 3,500.00	\$ 3,500.00	\$ -
\$ -	\$ -	\$ -	Total Parks Personnel Service	\$ 126,300.00	\$ 126,300.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PARKS DEPARTMENT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	POWER	\$ 1,500.00	\$ 1,500.00	\$ -
\$ -	\$ -	\$ -	PHONE	\$ 2,525.00	\$ 2,525.00	\$ -
\$ -	\$ -	\$ -	NATURAL GAS	\$ 500.00	\$ 500.00	\$ -
\$ -	\$ -	\$ -	OPERATIONS & MAINTENANCE	\$ 23,450.00	\$ 23,450.00	\$ -
\$ -	\$ -	\$ -	BUILDING MAINTENANCE	\$ 5,000.00	\$ 5,000.00	\$ -

\$	-	\$	-	\$	-	TRAINING & CERTIFICATES	\$	500.00	\$	500.00	\$	-
\$	-	\$	-	\$	-	DUES & MEMBERSHIP	\$	250.00	\$	250.00	\$	-
\$	-	\$	-	\$	-	POSTAGE	\$	50.00	\$	50.00	\$	-
\$	-	\$	-	\$	-	COMPUTER NETWORK	\$	3,352.00	\$	3,352.00	\$	-
\$	-	\$	-	\$	-	PROFESSIONAL SERVICES	\$	10,000.00	\$	10,000.00	\$	-
\$	-	\$	-	\$	-	INSURANCE/LIABILITY/GEN	\$	7,000.00	\$	7,000.00	\$	-
\$	-	\$	-	\$	-	GAS & VEHICLE MAINTENANCE	\$	2,000.00	\$	2,000.00	\$	-
\$	-	\$	-	\$	-	VEHICLE REPAIR	\$	1,500.00	\$	1,500.00	\$	-
\$	-	\$	-	\$	-	UNIFORM & SAFETY GEAR	\$	800.00	\$	800.00	\$	-
\$	-	\$	-	\$	-	SMALL EQUIPMENT/TOOLS	\$	1,000.00	\$	1,000.00	\$	-
\$	-	\$	-	\$	-	SIGNS	\$	500.00	\$	500.00	\$	-
\$	-	\$	-	\$	-	Total Parks Material & Services	\$	59,927.00	\$	59,927.00	\$	-

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PARKS DEPARTMENT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	CAPITAL IMPROVEMENTS	\$ 4,900.00	\$ 4,900.00	\$ -
\$ -	\$ -	\$ -	Total Parks Capital Improvements	\$ 4,900.00	\$ 4,900.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PARKS DEPARTMENT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	TRANSFER TO FLEET REPLACEMENT	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ -	Total Parks Transfers Out	\$ 1,000.00	\$ 1,000.00	\$ -

Library Fund Line Item detail of the Approved Budget:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	LIBRARY FUND SUMMARY RESOURCES	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 1,122,563.61	\$ 1,274,843.19	\$ 1,390,000.00	<i>BFB</i>	\$ 1,377,883.00	\$ 1,377,883.00	\$ -
\$ 2,070.81	\$ 3,193.85	\$ 2,500.00	<i>All Other Resources</i>	\$ 2,500.00	\$ 2,500.00	\$ -
\$ 792,967.00	\$ 808,468.00	\$ 1,678,500.00	<i>Fed, State, Grant</i>	\$ 1,688,750.00	\$ 1,688,750.00	\$ -
\$ 21,743.73	\$ 21,124.28	\$ 17,500.00	<i>Fees, Licenses, Permits</i>	\$ 17,500.00	\$ 17,500.00	\$ -
\$ 1,939,345.15	\$ 2,107,629.32	\$ 3,088,500.00	TOTAL RESOURCES	\$ 3,086,633.00	\$ 3,086,633.00	\$ -
REQUIREMENTS						
\$ 388,083.02	\$ 478,984.72	\$ 567,600.00	<i>Personnel Service</i>	\$ 587,800.00	\$ 587,800.00	\$ -
\$ 183,346.07	\$ 155,907.80	\$ 273,016.39	<i>Material & Services</i>	\$ 369,201.00	\$ 369,201.00	\$ -
\$ 93,072.87	\$ 76,245.19	\$ 2,076,500.00	<i>Capital Improvement</i>	\$ 2,054,632.00	\$ 2,054,632.00	\$ -
\$ -	\$ -	\$ 100,000.00	<i>Contingency</i>	\$ 75,000.00	\$ 75,000.00	\$ -
\$ 664,501.96	\$ 711,137.71	\$ 3,017,116.39	TOTAL REQUIREMENTS	\$ 3,086,633.00	\$ 3,086,633.00	\$ -
		\$ 71,383.61	<i>UEFB</i>	\$ -	\$ -	\$ -
\$ 1,274,843.19	\$ 1,396,491.61	\$ -	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	LIBRARY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 1,122,563.61	\$ 1,274,843.19	\$ 1,390,000.00	BEGINNING FUND BALANCE	\$ 1,377,883.00	\$ 1,377,883.00	\$ -
\$ 789,090.00	\$ 804,652.00	\$ 825,000.00	COUNTY FUNDS	\$ 835,000.00	\$ 835,000.00	\$ -
\$ -	\$ -	\$ 850,000.00	LIBRARY DISTRICT CAPITAL FUNDS	\$ 850,000.00	\$ 850,000.00	\$ -
\$ 3,877.00	\$ 3,816.00	\$ 3,500.00	GRANTS	\$ 3,750.00	\$ 3,750.00	\$ -
\$ 2,525.58	\$ 3,093.70	\$ 2,500.00	COPIER INCOME	\$ 2,500.00	\$ 2,500.00	\$ -
\$ 952.92	\$ 2,023.69	\$ 1,000.00	MISC	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 19,218.15	\$ 18,030.58	\$ 15,000.00	FINES	\$ 15,000.00	\$ 15,000.00	\$ -
\$ 1,117.89	\$ 1,170.16	\$ 1,500.00	DONATIONS	\$ 1,500.00	\$ 1,500.00	\$ -
\$ 1,939,345.15	\$ 2,107,629.32	\$ 3,088,500.00	Total Library Resources	\$ 3,086,633.00	\$ 3,086,633.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	LIBRARY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 34,016.99	\$ 49,664.97	\$ 55,000.00	PERS	\$ 65,000.00	\$ 65,000.00	\$ -
\$ 406.51	\$ 507.55	\$ 1,000.00	SAIF	\$ 4,300.00	\$ 4,300.00	\$ -
\$ 20,985.28	\$ 25,136.09	\$ 26,000.00	FICA	\$ 26,000.00	\$ 26,000.00	\$ -
\$ 58,355.57	\$ 75,102.44	\$ 78,000.00	INSURANCE	\$ 78,000.00	\$ 78,000.00	\$ -
\$ -	\$ -	\$ -	UNEMPLOYMENT LIABILITY	\$ 10,000.00	\$ 10,000.00	\$ -
\$ 60,262.00	\$ 66,960.00	\$ 68,500.00	LIBRARY DIRECTOR	\$ 73,500.00	\$ 73,500.00	\$ -
\$ 22,764.00	\$ 40,456.50	\$ 46,350.00	LIBRARIAN	\$ 47,500.00	\$ 47,500.00	\$ -
\$ 58,701.12	\$ 60,022.77	\$ 62,750.00	ASST CITY LIBRARIAN	\$ 63,000.00	\$ 63,000.00	\$ -
\$ 35,209.78	\$ 50,887.67	\$ 80,000.00	FULL TIME ASSISTANTS	\$ 80,500.00	\$ 80,500.00	\$ -
\$ 97,381.77	\$ 110,246.73	\$ 125,000.00	PART TIME ASSISTANTS	\$ 115,000.00	\$ 115,000.00	\$ -
\$ -	\$ -	\$ 25,000.00	ACCRUED PAYROLL LIABILITY	\$ 25,000.00	\$ 25,000.00	\$ -
\$ 388,083.02	\$ 478,984.72	\$ 567,600.00	Total Library Personnel Service	\$ 587,800.00	\$ 587,800.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	LIBRARY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 9,486.50	\$ 10,290.30	\$ 12,000.00	POWER	\$ 12,500.00	\$ 12,500.00	\$ -
\$ 9,275.43	\$ 8,758.64	\$ 12,000.00	PHONE	\$ 12,000.00	\$ 12,000.00	\$ -
\$ 1,725.55	\$ 1,373.93	\$ 2,500.00	NW NATURAL GAS	\$ 2,000.00	\$ 2,000.00	\$ -
\$ 2,765.30	\$ 1,577.18	\$ 7,500.00	OPERATIONS & MAINTENANCE	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 12,397.84	\$ 14,564.81	\$ 17,500.00	BUILDING MAINTENANCE	\$ 17,500.00	\$ 17,500.00	\$ -
\$ 1,579.04	\$ 3,261.09	\$ 4,500.00	TRAINING & CONF. TRAVEL	\$ 5,000.00	\$ 5,000.00	\$ -
\$ -	\$ 99.00	\$ 250.00	DUES & MEMBERSHIP	\$ 250.00	\$ 250.00	\$ -
\$ 261.58	\$ 333.79	\$ 500.00	POSTAGE	\$ 300.00	\$ 300.00	\$ -
\$ 1,050.00	\$ -	\$ 50,000.00	PROFESSIONAL SERVICES	\$ 50,000.00	\$ 50,000.00	\$ -
\$ 15,366.20	\$ 5,870.11	\$ 15,000.00	INSURANCE/LIABILITY/GEN	\$ 8,400.00	\$ 8,400.00	\$ -
\$ -	\$ -	\$ -	BOOKS	\$ 65,000.00	\$ 65,000.00	\$ -
\$ -	\$ -	\$ -	E-PUBLICATIONS	\$ 9,000.00	\$ 9,000.00	\$ -
\$ -	\$ -	\$ -	READY TO READ MATERIAL	\$ 3,750.00	\$ 3,750.00	\$ -
\$ -	\$ -	\$ -	AUDIO-VISUAL MATERIAL	\$ 21,000.00	\$ 21,000.00	\$ -
\$ -	\$ -	\$ -	DATA BASES	\$ 11,000.00	\$ 11,000.00	\$ -
\$ 17.60	\$ -	\$ -	MATERIALS, REBINDING	\$ -	\$ -	\$ -
\$ 9,378.84	\$ 10,763.23	\$ 12,500.00	CUSTODIAN	\$ 12,500.00	\$ 12,500.00	\$ -
\$ 7,448.67	\$ 12,119.42	\$ 20,000.00	OFFICE SUPPLIES	\$ 15,000.00	\$ 15,000.00	\$ -
\$ -	\$ 900.00	\$ 1,200.00	MOLALLA FIRE READER BOARD	\$ 1,200.00	\$ 1,200.00	\$ -
\$ 81,259.87	\$ 70,945.12	\$ 82,066.39	COST ALLOCATION AGREEMENT	\$ 84,701.00	\$ 84,701.00	\$ -
\$ 605.39	\$ 60.75	\$ 5,000.00	FURNITURE & FIXTURES	\$ 5,100.00	\$ 5,100.00	\$ -
\$ 6,856.61	\$ 3,999.23	\$ 7,500.00	COPIER EXPENSES	\$ 6,000.00	\$ 6,000.00	\$ -
\$ 5,350.80	\$ 5,910.32	\$ 10,000.00	PROGRAMS	\$ 12,000.00	\$ 12,000.00	\$ -
\$ 3,076.82	\$ 2,782.33	\$ 3,000.00	PERIODICALS	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 15,444.03	\$ 2,298.55	\$ 10,000.00	EQUIPMENT	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 183,346.07	\$ 155,907.80	\$ 273,016.39	Total Library Material & Services	\$ 369,201.00	\$ 369,201.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	LIBRARY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 28,069.11	\$ 326.00	\$ 75,000.00	CAPITAL IMPROVEMENTS	\$ 25,000.00	\$ 25,000.00	\$ -
\$ -	\$ -	\$ 1,900,000.00	CAPITAL PROJECT - CONSTRUCTION	\$ 2,029,632.00	\$ 2,029,632.00	\$ -
\$ 39,200.25	\$ 51,878.97	\$ 65,000.00	BOOKS	\$ -	\$ -	\$ -
\$ -	\$ -	\$ 8,000.00	E-PUBLICATIONS	\$ -	\$ -	\$ -
\$ 3,166.12	\$ 2,434.26	\$ 3,500.00	READY TO READ MATERIAL	\$ -	\$ -	\$ -
\$ 14,271.77	\$ 14,505.14	\$ 15,000.00	AUDIO-VISUAL MATERIAL	\$ -	\$ -	\$ -
\$ 6,927.70	\$ 7,100.82	\$ 10,000.00	DATA BASES	\$ -	\$ -	\$ -
\$ 1,437.92	\$ -	\$ -	MUSIC	\$ -	\$ -	\$ -
\$ 93,072.87	\$ 76,245.19	\$ 2,076,500.00	Total Library Capital Improvements	\$ 2,054,632.00	\$ 2,054,632.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	LIBRARY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 100,000.00	OPERATING CONTINGENCY	\$ 75,000.00	\$ 75,000.00	\$ -
\$ -	\$ -	\$ 100,000.00	Total Library Contingency/Reserve	\$ 75,000.00	\$ 75,000.00	\$ -

Public Works Fund Line Item detail of the Approved Budget:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - ALL FUND SUMMARY RESOURCES	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 255,885.67	\$ 218,183.24	\$ 475,000.00	BFB - Street	\$ 413,124.00	\$ 413,124.00	\$ -
\$ 624,851.82	\$ 403,415.04	\$ 475,000.00	BFB - Sewer	\$ 380,021.00	\$ 380,021.00	\$ -
\$ 958,691.60	\$ 670,171.77	\$ 810,000.00	BFB - Water	\$ 774,043.00	\$ 774,043.00	\$ -
\$ 155,887.47	\$ -	\$ -	BFB - PWPS	\$ -	\$ -	\$ -
\$ 41,477.89	\$ 53,150.24	\$ 54,500.00	BFB - Storm	\$ 43,632.00	\$ 43,632.00	\$ -
\$ -	\$ -	\$ -	BFB - Capital Projects Fund	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	BFB - Fleet Replacement Fund	\$ -	\$ -	\$ -
\$ 3,321,116.67	\$ 3,672,840.61	\$ 4,173,920.00	Fees, Licenses, Permits	\$ 3,979,000.00	\$ 3,979,000.00	\$ -
\$ 972,429.99	\$ 576,562.01	\$ 675,742.00	Fed, State, Grants	\$ 540,000.00	\$ 540,000.00	\$ -
\$ 39,568.20	\$ 72,131.96	\$ 18,000.00	All Other Resources	\$ 8,000.00	\$ 8,000.00	\$ -
\$ 1,638,834.70	\$ 200,000.00	\$ 600,000.00	Transfers In	\$ 3,749,000.00	\$ 3,749,000.00	\$ -
\$ 8,008,744.01	\$ 5,866,454.87	\$ 7,282,162.00	TOTAL PW's RESOURCES	\$ 9,886,820.00	\$ 9,886,820.00	\$ -
REQUIREMENTS						
\$ -	\$ 263,866.05	\$ 348,075.00	Personnel Service - Street	\$ 307,000.00	\$ 307,000.00	\$ -
\$ 1.00	\$ 457,591.74	\$ 558,675.00	Personnel Service - Sewer	\$ 588,575.00	\$ 588,575.00	\$ -
\$ 1.00	\$ 528,680.45	\$ 645,905.00	Personnel Service - Water	\$ 561,365.00	\$ 561,365.00	\$ -
\$ 1,394,722.17	\$ -	\$ -	Personnel Service - PWPS	\$ -	\$ -	\$ -
\$ -	\$ 54,316.50	\$ 73,815.00	Personnel Service - Storm	\$ 128,081.00	\$ 128,081.00	\$ -
\$ 541,848.75	\$ 320,359.93	\$ 418,001.54	Material & Services - Street	\$ 435,609.00	\$ 435,609.00	\$ -
\$ 1,986,780.10	\$ 1,128,892.50	\$ 984,832.18	Material & Services - Sewer Maintenance	\$ 679,919.00	\$ 679,919.00	\$ -
\$ -	\$ -	\$ -	Material & Services - Sewer Operations	\$ 336,200.00	\$ 336,200.00	\$ -
\$ 945,055.34	\$ 421,837.25	\$ 633,717.38	Material & Services - Water Maintenance	\$ 398,600.00	\$ 398,600.00	\$ -
\$ -	\$ -	\$ -	Material & Services - Water Operations	\$ 168,050.00	\$ 168,050.00	\$ -
\$ 56,661.17	\$ 34,340.87	\$ 46,645.70	Material & Services - Storm	\$ 32,360.00	\$ 32,360.00	\$ -
\$ 716,052.36	\$ 69,226.56	\$ 887,927.00	Capital Improvements - Street	\$ 66,991.00	\$ 66,991.00	\$ -
\$ 59,514.68	\$ 164,125.96	\$ 333,427.00	Capital Improvements - Sewer	\$ 66,652.00	\$ 66,652.00	\$ -
\$ 476,905.30	\$ 128,756.31	\$ 362,000.00	Capital Improvements - Water	\$ 65,729.00	\$ 65,729.00	\$ -
\$ 31,545.85	\$ 18,756.95	\$ 37,000.00	Capital Improvements - Storm	\$ 8,026.00	\$ 8,026.00	\$ -
\$ -	\$ -	\$ -	Capital Projects Fund	\$ 3,521,000.00	\$ 3,521,000.00	\$ -
\$ 454,738.00	\$ 565,928.56	\$ 914,655.08	Transfers Out	\$ 1,638,235.00	\$ 1,638,235.00	\$ -
\$ -	\$ -	\$ 450,582.46	Contingency	\$ 656,428.00	\$ 656,428.00	\$ -
\$ -	\$ -	\$ -	Fleet Replacement Reserve	\$ 228,000.00	\$ 228,000.00	\$ -
\$ 6,663,825.72	\$ 4,156,679.63	\$ 6,695,258.34	TOTAL PW's REQUIREMENTS	\$ 9,886,820.00	\$ 9,886,820.00	\$ -
		\$ 176,000.00	UEFB - Street	\$ -	\$ -	\$ -
		\$ 116,094.82	UEFB - Sewer	\$ -	\$ -	\$ -
		\$ 274,272.54	UEFB - Water	\$ -	\$ -	\$ -
		\$ 20,536.30	UEFB - Storm	\$ -	\$ -	\$ -
\$ 1,344,918.29	\$ 1,709,775.24	\$ 0.00	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

Street Fund:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STREET SUMMARY RESOURCES	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 255,885.67	\$ 218,183.24	\$ 475,000.00	BFB	\$ 413,124.00	\$ 413,124.00	\$ -
\$ 972,429.99	\$ 576,562.01	\$ 675,742.00	Fed, State, Grant	\$ 540,000.00	\$ 540,000.00	\$ -
\$ 218,800.43	\$ 220,265.69	\$ 220,000.00	Fees, Licenses, Permits	\$ 163,000.00	\$ 163,000.00	\$ -
\$ -	\$ -	\$ 600,000.00	Transfers In	\$ -	\$ -	\$ -
\$ 28,968.26	\$ 36,593.35	\$ 10,000.00	All Other Resources	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 1,476,084.35	\$ 1,051,604.29	\$ 1,980,742.00	TOTAL RESOURCES	\$ 1,117,124.00	\$ 1,117,124.00	\$ -

REQUIREMENTS

\$ -	\$ 263,866.05	\$ 348,075.00	Personnel Service	\$ 307,000.00	\$ 307,000.00	\$ -
\$ 541,848.75	\$ 320,359.93	\$ 418,001.54	Material & Services	\$ 435,609.00	\$ 435,609.00	\$ -
\$ 716,052.36	\$ 69,226.56	\$ 887,927.00	Capital Improvements	\$ 66,991.00	\$ 66,991.00	\$ -
\$ -	\$ -	\$ -	Transfers Out	\$ 237,000.00	\$ 237,000.00	\$ -
\$ -	\$ -	\$ 150,738.46	Contingency	\$ 70,524.00	\$ 70,524.00	\$ -
\$ 1,257,901.11	\$ 653,452.54	\$ 1,804,742.00	TOTAL REQUIREMENTS	\$ 1,117,124.00	\$ 1,117,124.00	\$ -
\$ -	\$ -	\$ 176,000.00	UEFB	\$ -	\$ -	\$ -
\$ 218,183.24	\$ 398,151.75	\$ -	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STREET FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 255,885.67	\$ 218,183.24	\$ 475,000.00	BEGINNING FUND BALANCE	\$ 413,124.00	\$ 413,124.00	\$ -
\$ 481,147.12	\$ 526,423.47	\$ 540,000.00	STATE GAS TAX	\$ 540,000.00	\$ 540,000.00	\$ -
\$ 218,800.43	\$ 220,265.69	\$ 220,000.00	PGE FRANCHISE FEE	\$ 154,000.00	\$ 154,000.00	\$ -
\$ -	\$ -	\$ 80,742.00	CDBG	\$ -	\$ -	\$ -
\$ 451,282.87	\$ 8,325.98	\$ 10,000.00	STP ALLOCATION	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	PERMITS	\$ 9,000.00	\$ 9,000.00	\$ -
\$ 28,968.26	\$ 36,593.35	\$ 10,000.00	MISCELLANEOUS	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 40,000.00	\$ 41,812.56	\$ 45,000.00	STATE REVENUE SHARE	\$ -	\$ -	\$ -
\$ -	\$ -	\$ 300,000.00	TRANSFER IN FROM GENERAL FUND	\$ -	\$ -	\$ -
\$ -	\$ -	\$ 150,000.00	TRANSFER IN FROM WATER FUND	\$ -	\$ -	\$ -
\$ -	\$ -	\$ 150,000.00	TRANSFER IN FROM SEWER FUND	\$ -	\$ -	\$ -
\$ 1,476,084.35	\$ 1,051,604.29	\$ 1,980,742.00	Total Street Resources	\$ 1,117,124.00	\$ 1,117,124.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STREET FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ 22,524.11	\$ 25,000.00	PERS	\$ 31,500.00	\$ 31,500.00	\$ -
\$ -	\$ 6,713.06	\$ 6,400.00	SAIF	\$ 12,500.00	\$ 12,500.00	\$ -
\$ -	\$ 13,714.10	\$ 14,500.00	FICA	\$ 15,000.00	\$ 15,000.00	\$ -
\$ -	\$ 40,035.48	\$ 42,000.00	INSURANCE	\$ 47,000.00	\$ 47,000.00	\$ -
\$ -	\$ 1,874.09	\$ 2,500.00	UNEMPLOYMENT LIABILITY	\$ -	\$ -	\$ -
\$ -	\$ 27,180.37	\$ 25,500.00	PW DIRECTOR	\$ 27,800.00	\$ 27,800.00	\$ -
\$ -	\$ -	\$ 21,675.00	CITY ENGINEER	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	SENIOR ENGINEERING TECH	\$ 20,700.00	\$ 20,700.00	\$ -
\$ -	\$ -	\$ -	PW OPERATIONS SUPERVISOR	\$ 15,500.00	\$ 15,500.00	\$ -
\$ -	\$ 4,207.50	\$ -	GIS MAPPING TECHNICIAN	\$ -	\$ -	\$ -
\$ -	\$ 18,581.46	\$ 18,500.00	CREW - FOREMAN	\$ 17,400.00	\$ 17,400.00	\$ -
\$ -	\$ 50,838.02	\$ 60,000.00	CREW - STREETS	\$ 80,500.00	\$ 80,500.00	\$ -
\$ -	\$ 50,897.12	\$ 55,000.00	CREW - PARKS	\$ -	\$ -	\$ -
\$ -	\$ -	\$ 12,000.00	CODE ENFORCEMENT	\$ -	\$ -	\$ -
\$ -	\$ 13,260.00	\$ 20,000.00	CREW - SEASONAL	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	GIS MAPPING/CODE DEVELOPMENT	\$ 17,200.00	\$ 17,200.00	\$ -
\$ -	\$ 14,040.74	\$ 10,000.00	OVERTIME	\$ 15,000.00	\$ 15,000.00	\$ -
\$ -	\$ -	\$ -	EXEC ADMINISTRATIVE ASSISTANT	\$ 6,900.00	\$ 6,900.00	\$ -
\$ -	\$ -	\$ 35,000.00	ACCRUED PAYROLL LIABILITY	\$ -	\$ -	\$ -
\$ -	\$ 263,866.05	\$ 348,075.00	Total Street Personnel Service	\$ 307,000.00	\$ 307,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STREET FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 73,199.00	\$ 72,794.39	\$ 91,250.00	POWER	\$ 84,000.00	\$ 84,000.00	\$ -
\$ 7,558.22	\$ 6,285.76	\$ 8,500.00	PHONE	\$ 7,500.00	\$ 7,500.00	\$ -
\$ 2,045.73	\$ 1,801.50	\$ 2,500.00	NATURAL GAS	\$ 2,200.00	\$ 2,200.00	\$ -
\$ 21,745.91	\$ 27,961.79	\$ 25,000.00	O&M	\$ 11,030.00	\$ 11,030.00	\$ -
\$ 23,121.28	\$ 20,794.23	\$ 30,900.00	O&M (PARKS)	\$ -	\$ -	\$ -
\$ 3,669.19	\$ 2,553.64	\$ 5,000.00	BUILDING MAINTENANCE	\$ 7,500.00	\$ 7,500.00	\$ -
\$ -	\$ 1,785.02	\$ 2,500.00	TRAINING & CONF. TRAVEL	\$ 2,475.00	\$ 2,475.00	\$ -
\$ 120.00	\$ 59.67	\$ 120.00	DUES & MEMBERSHIP	\$ 1,075.00	\$ 1,075.00	\$ -

\$ -	\$ 6.96	\$ 100.00	POSTAGE	\$ 200.00	\$ 200.00	\$ -
\$ 9,882.68	\$ 5,342.40	\$ 12,650.00	COMPUTER NETWORK	\$ 11,220.00	\$ 11,220.00	\$ -
\$ 12,841.00	\$ 29,018.41	\$ 20,000.00	PROFESSIONAL SERVICES	\$ 14,150.00	\$ 14,150.00	\$ -
\$ -	\$ -	\$ -	LEGAL & RECORDING	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 17,717.81	\$ 20,731.67	\$ 25,760.00	INSURANCE/LIABILITY/GEN	\$ 39,600.00	\$ 39,600.00	\$ -
\$ 11,209.35	\$ 9,823.57	\$ 15,000.00	VEHICLE FUEL	\$ 9,000.00	\$ 9,000.00	\$ -
\$ 1,219.11	\$ 1,053.56	\$ 2,500.00	VEHICLE FUEL (PARKS)	\$ -	\$ -	\$ -
\$ 6,310.33	\$ 2,258.86	\$ 7,500.00	VEHICLE REPAIR	\$ 29,500.00	\$ 29,500.00	\$ -
\$ 1,073.44	\$ 3,831.27	\$ 2,500.00	VEHICLE REPAIR (PARKS)	\$ -	\$ -	\$ -
\$ 7,142.39	\$ 4,649.81	\$ 5,000.00	UNIFORMS & SAFETY GEAR	\$ 3,795.00	\$ 3,795.00	\$ -
\$ -	\$ -	\$ 1,000.00	UNIFORMS & SAFETY GEAR (PARKS)	\$ -	\$ -	\$ -
\$ 60,535.88	\$ 68,233.23	\$ 70,221.54	COST ALLOCATION AGREEMENT	\$ 64,664.00	\$ 64,664.00	\$ -
\$ 192,889.97	\$ -	\$ -	PW PERSONNEL SERVICE AGREEMENT	\$ -	\$ -	\$ -
\$ 69,623.84	\$ 17,530.82	\$ 75,000.00	SIDEWALK / STREET REPAIRS	\$ 103,500.00	\$ 103,500.00	\$ -
\$ 14,064.95	\$ 20,597.42	\$ 10,000.00	SMALL EQUIPMENT / TOOLS	\$ 2,700.00	\$ 2,700.00	\$ -
\$ -	\$ -	\$ -	PERMITS	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 5,878.67	\$ 3,245.95	\$ 5,000.00	SIGNAGE & STRIPING	\$ 35,500.00	\$ 35,500.00	\$ -
\$ 541,848.75	\$ 320,359.93	\$ 418,001.54	Total Street Material & Services	\$ 435,609.00	\$ 435,609.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STREET FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 716,052.36	\$ 69,226.56	\$ 887,927.00	CAPITAL IMPROVEMENTS	\$ 66,991.00	\$ 66,991.00	\$ -
\$ 716,052.36	\$ 69,226.56	\$ 887,927.00	Total Street Capital	\$ 66,991.00	\$ 66,991.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STREET FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	TRANSFER TO CAPITAL PROJECT F	\$ 137,000.00	\$ 137,000.00	\$ -
\$ -	\$ -	\$ -	TRANSFER TO FLEET REPLACE FUND	\$ 100,000.00	\$ 100,000.00	\$ -
\$ -	\$ -	\$ -	Total Street Transfers	\$ 237,000.00	\$ 237,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STREET FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 150,738.46	OPERATING CONTINGENCY	\$ 70,524.00	\$ 70,524.00	\$ -
\$ -	\$ -	\$ 150,738.46	Total Street Contingency Reserve	\$ 70,524.00	\$ 70,524.00	\$ -

Sewer Fund:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - SEWER SUMMARY RESOURCES	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 624,851.82	\$ 403,415.04	\$ 475,000.00	BFB	\$ 380,021.00	\$ 380,021.00	\$ -
\$ 1,624,714.28	\$ 1,891,277.17	\$ 2,171,920.00	Fees, Licenses, Permits	\$ 2,106,000.00	\$ 2,106,000.00	\$ -
\$ 400,000.00	\$ 200,000.00	\$ -	Transfers In	\$ -	\$ -	\$ -
\$ 4,881.72	\$ 27,971.68	\$ 5,000.00	All Other Resources	\$ 27,000.00	\$ 27,000.00	\$ -
\$ 2,654,447.82	\$ 2,522,663.89	\$ 2,651,920.00	TOTAL RESOURCES	\$ 2,513,021.00	\$ 2,513,021.00	\$ -

REQUIREMENTS

\$ 1.00	\$ 457,591.74	\$ 558,675.00	Personnel Service	\$ 588,575.00	\$ 588,575.00	\$ -
\$ 1,986,780.10	\$ 1,128,892.50	\$ 984,832.18	Material & Services - Maintenance	\$ 679,919.00	\$ 679,919.00	\$ -
\$ -	\$ -	\$ -	Material & Services - Operations	\$ 336,200.00	\$ 336,200.00	\$ -
\$ 59,514.68	\$ 164,125.96	\$ 333,427.00	Capital Improvements	\$ 66,652.00	\$ 66,652.00	\$ -
\$ 204,738.00	\$ 315,928.56	\$ 465,550.00	Transfers Out	\$ 626,435.00	\$ 626,435.00	\$ -
\$ -	\$ -	\$ 193,341.00	Contingency	\$ 215,240.00	\$ 215,240.00	\$ -
\$ 2,251,033.78	\$ 2,066,538.76	\$ 2,535,825.18	TOTAL REQUIREMENTS	\$ 2,513,021.00	\$ 2,513,021.00	\$ -
\$ -	\$ -	\$ 116,094.82	UEFB	\$ -	\$ -	\$ -
\$ 403,414.04	\$ 456,125.13	\$ 0.00	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - SEWER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 624,851.82	\$ 403,415.04	\$ 475,000.00	BEGINNING FUND BALANCE	\$ 380,021.00	\$ 380,021.00	\$ -
\$ 4,881.72	\$ 27,971.68	\$ 5,000.00	MISCELLANEOUS	\$ 2,000.00	\$ 2,000.00	\$ -
\$ -	\$ -	\$ -	WASTEWATER DECREE ALLOCATION	\$ 25,000.00	\$ 25,000.00	\$ -
\$ 400,000.00	\$ 200,000.00	\$ -	TRANSFER FROM GENERAL FUND	\$ -	\$ -	\$ -
\$ 1,600,714.28	\$ 1,855,877.17	\$ 2,161,920.00	MONTHLY USER FEE	\$ 2,100,000.00	\$ 2,100,000.00	\$ -
\$ 24,000.00	\$ 35,400.00	\$ 10,000.00	SERVICE CONNECTIONS	\$ 6,000.00	\$ 6,000.00	\$ -
\$ 2,654,447.82	\$ 2,522,663.89	\$ 2,651,920.00	Total Sewer Resources	\$ 2,513,021.00	\$ 2,513,021.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - SEWER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ 40,841.94	\$ 42,000.00	PERS	\$ 56,525.00	\$ 56,525.00	\$ -
\$ -	\$ 7,013.76	\$ 8,500.00	SAIF	\$ 12,350.00	\$ 12,350.00	\$ -
\$ -	\$ 23,391.45	\$ 26,000.00	FICA	\$ 27,650.00	\$ 27,650.00	\$ -
\$ -	\$ 68,138.51	\$ 80,000.00	INSURANCE	\$ 92,250.00	\$ 92,250.00	\$ -
\$ -	\$ 12,740.25	\$ 10,000.00	UNEMPLOYMENT LIABILITY	\$ -	\$ -	\$ -
\$ -	\$ 27,180.37	\$ 25,500.00	PW DIRECTOR	\$ 28,000.00	\$ 28,000.00	\$ -
\$ -	\$ -	\$ 21,675.00	CITY ENGINEER	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	SENIOR ENGINEERING TECH	\$ 20,700.00	\$ 20,700.00	\$ -
\$ 1.00	\$ -	\$ -	PW OPERATIONS SUPERVISOR	\$ 15,500.00	\$ 15,500.00	\$ -
\$ -	\$ 62,679.50	\$ 71,000.00	PLANT OPERATOR	\$ 72,000.00	\$ 72,000.00	\$ -
\$ -	\$ 70,842.60	\$ 65,000.00	ASST. PLANT OPERATOR	\$ 67,000.00	\$ 67,000.00	\$ -
\$ -	\$ -	\$ 12,000.00	CODE ENFORCEMENT	\$ -	\$ -	\$ -
\$ -	\$ 20,811.28	\$ 23,500.00	CREW - FOREMAN	\$ 20,850.00	\$ 20,850.00	\$ -
\$ -	\$ 4,207.50	\$ -	GIS MAPPING TECHNICIAN	\$ 17,200.00	\$ 17,200.00	\$ -
\$ -	\$ 70,028.17	\$ 79,000.00	CREW - SEWER	\$ 95,200.00	\$ 95,200.00	\$ -
\$ -	\$ 21,500.38	\$ 20,000.00	CREW - SEASONAL	\$ 20,000.00	\$ 20,000.00	\$ -
\$ -	\$ 16,330.61	\$ 29,500.00	UTILITY BILLING CLERK	\$ 21,600.00	\$ 21,600.00	\$ -
\$ -	\$ -	\$ -	EXEC ADMINISTRATIVE ASSISTANT	\$ 6,750.00	\$ 6,750.00	\$ -
\$ -	\$ 11,885.42	\$ 20,000.00	OVERTIME	\$ 15,000.00	\$ 15,000.00	\$ -
\$ -	\$ -	\$ 25,000.00	ACCRUED PAYROLL LIABILITY	\$ -	\$ -	\$ -
\$ 1.00	\$ 457,591.74	\$ 558,675.00	Total Sewer Personnel Service	\$ 588,575.00	\$ 588,575.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - SEWER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 140,307.38	\$ 149,224.51	\$ 164,800.00	POWER	\$ 160,000.00	\$ 160,000.00	\$ -
\$ 7,491.00	\$ 8,330.52	\$ 9,500.00	PHONE	\$ 9,500.00	\$ 9,500.00	\$ -
\$ 1,668.05	\$ 1,764.09	\$ 2,000.00	NATURAL GAS	\$ 2,000.00	\$ 2,000.00	\$ -
\$ 94,692.62	\$ 116,917.47	\$ 80,000.00	OPERATIONS & MAINTENANCE	\$ 23,485.00	\$ 23,485.00	\$ -
\$ 16,542.66	\$ 27,881.12	\$ 15,000.00	BUILDING MAINTENANCE	\$ 7,500.00	\$ 7,500.00	\$ -
\$ -	\$ 1,039.72	\$ 2,000.00	TRAINING & CONF. TRAVEL	\$ 2,725.00	\$ 2,725.00	\$ -
\$ 2,775.50	\$ 3,365.67	\$ 2,000.00	DUES & MEMBERSHIP	\$ 1,660.00	\$ 1,660.00	\$ -
\$ 6,419.08	\$ 5,785.92	\$ 6,000.00	POSTAGE	\$ 7,000.00	\$ 7,000.00	\$ -
\$ -	\$ -	\$ 5,000.00	COMPUTER HARDWARE & SOFTWARE	\$ -	\$ -	\$ -
\$ 6,656.42	\$ 6,352.53	\$ 8,200.00	COMPUTER NETWORK	\$ 13,920.00	\$ 13,920.00	\$ -
\$ 699,742.90	\$ 346,339.68	\$ 200,000.00	PROFESSIONAL SERVICES	\$ 52,650.00	\$ 52,650.00	\$ -
\$ -	\$ -	\$ -	LEGAL & RECORDING	\$ 100,000.00	\$ 100,000.00	\$ -
\$ 18,717.81	\$ 23,448.95	\$ 28,000.00	INSURANCE/LIABILITY/GEN	\$ 39,600.00	\$ 39,600.00	\$ -
\$ 9,135.88	\$ 1,378.88	\$ 11,000.00	VEHICLE FUEL	\$ 2,500.00	\$ 2,500.00	\$ -
\$ 8,551.41	\$ 4,110.65	\$ 4,000.00	VEHICLE REPAIR	\$ 21,000.00	\$ 21,000.00	\$ -
\$ 9,788.98	\$ 11,295.57	\$ 11,000.00	IRRIGATION FUEL	\$ -	\$ -	\$ -
\$ 7,198.64	\$ 4,544.90	\$ 4,500.00	UNIFORMS & SAFETY GEAR	\$ 3,795.00	\$ 3,795.00	\$ -
\$ 84,000.00	\$ -	\$ -	LITIGATION PAYOUT	\$ -	\$ -	\$ -
\$ 109,005.49	\$ 130,413.78	\$ 116,832.18	COST ALLOCATION AGREEMENT	\$ 113,884.00	\$ 113,884.00	\$ -
\$ 499,049.13	\$ -	\$ -	PW PERSONNEL SERVICE AGREEMENT	\$ -	\$ -	\$ -
\$ 44,270.26	\$ 45,487.50	\$ 50,000.00	BIOSOLIDS REMOVAL	\$ -	\$ -	\$ -
\$ 1,257.00	\$ 10,340.00	\$ 10,000.00	EFFLUENT MONITORING	\$ -	\$ -	\$ -
\$ 43,991.80	\$ 56,064.53	\$ 75,000.00	INFLOW & INFILTRATION	\$ 75,000.00	\$ 75,000.00	\$ -
\$ 175,518.09	\$ 174,806.51	\$ 180,000.00	CHLORINE & CHEMICALS	\$ -	\$ -	\$ -

\$	-	\$	-	\$	-	SEWER LINE REPAIR	\$	15,000.00	\$	15,000.00	\$	-
\$	-	\$	-	\$	-	NEW WATER CONNECTIONS	\$	5,000.00	\$	5,000.00	\$	-
\$	-	\$	-	\$	-	PERMITS	\$	1,000.00	\$	1,000.00	\$	-
\$	-	\$	-	\$	-	SMALL EQUIP/TOOLS	\$	2,700.00	\$	2,700.00	\$	-
\$	-	\$	-	\$	-	LIFT STATION MAINT	\$	20,000.00	\$	20,000.00	\$	-
\$	1,986,780.10	\$	1,128,892.50	\$	984,832.18	Total Sewer Maint. Material & Services	\$	679,919.00	\$	679,919.00	\$	-

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - SEWER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018				
\$	-	\$	-	OPERATIONS & MAINTENANCE	\$	70,000.00	\$	70,000.00	\$	-
\$	-	\$	-	BUILDING MAINTENANCE	\$	10,000.00	\$	10,000.00	\$	-
\$	-	\$	-	TRAINING & CONF. TRAVEL	\$	700.00	\$	700.00	\$	-
\$	-	\$	-	DUES & MEMBERSHIP	\$	1,000.00	\$	1,000.00	\$	-
\$	-	\$	-	VEHICLE FUEL	\$	2,500.00	\$	2,500.00	\$	-
\$	-	\$	-	VEHICLE REPAIR	\$	2,000.00	\$	2,000.00	\$	-
\$	-	\$	-	IRRIGATION FUEL	\$	11,000.00	\$	11,000.00	\$	-
\$	-	\$	-	UNIFORMS & SAFETY GEAR	\$	2,000.00	\$	2,000.00	\$	-
\$	-	\$	-	BIOSOLIDS REMOVAL	\$	40,000.00	\$	40,000.00	\$	-
\$	-	\$	-	EFFLUENT MONITORING	\$	8,000.00	\$	8,000.00	\$	-
\$	-	\$	-	CHLORINE & CHEMICALS	\$	180,000.00	\$	180,000.00	\$	-
\$	-	\$	-	PERMITS	\$	9,000.00	\$	9,000.00	\$	-
\$	-	\$	-	Total Sewer Operation Material & Service	\$	336,200.00	\$	336,200.00	\$	-

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - SEWER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018						
\$	59,514.68	\$	164,125.96	\$	333,427.00	CAPITAL IMPROVEMENTS	\$	66,652.00	\$	66,652.00	\$	-
\$	59,514.68	\$	164,125.96	\$	333,427.00	Total Sewer Capital Improvement	\$	66,652.00	\$	66,652.00	\$	-

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - SEWER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018						
\$	174,000.00	\$	315,928.56	\$	315,550.00	TRANSFER TO SEWER DEBT	\$	316,350.00	\$	316,350.00	\$	-
\$	-	\$	-	\$	150,000.00	TRANSFER TO SHOP CAP. PROJECT	\$	-	\$	-	\$	-
\$	-	\$	-	\$	-	TRANSFER TO CAPITAL PROJECT F	\$	228,000.00	\$	228,000.00	\$	-
\$	-	\$	-	\$	-	TRANSFER TO FLEET REPLACE FUND	\$	25,000.00	\$	25,000.00	\$	-
\$	30,738.00	\$	-	\$	-	TRANSFER TO CWSRF	\$	57,085.00	\$	57,085.00	\$	-
\$	204,738.00	\$	315,928.56	\$	465,550.00	Total Sewer Transfers Out	\$	626,435.00	\$	626,435.00	\$	-

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - SEWER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018						
\$	-	\$	-	\$	193,341.00	CONTINGENCY	\$	215,240.00	\$	215,240.00	\$	-
\$	-	\$	-	\$	193,341.00	Total Sewer Contingency/Reserve	\$	215,240.00	\$	215,240.00	\$	-

Water Fund:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - WATER SUMMARY Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 958,691.60	\$ 670,171.77	\$ 810,000.00	BFB	\$ 774,043.00	\$ 774,043.00	\$ -
\$ 1,380,765.09	\$ 1,455,790.56	\$ 1,652,000.00	Fees, Licenses, Permits	\$ 1,555,000.00	\$ 1,555,000.00	\$ -
\$ 2,675.72	\$ 7,566.93	\$ 3,000.00	All Other Resources	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 2,342,132.41	\$ 2,133,529.26	\$ 2,465,000.00	TOTAL RESOURCES	\$ 2,334,043.00	\$ 2,334,043.00	\$ -

REQUIREMENTS						
\$ 1.00	\$ 528,680.45	\$ 645,905.00	Personnel Service	\$ 561,365.00	\$ 561,365.00	\$ -
\$ 945,055.34	\$ 421,837.25	\$ 633,717.38	Material & Services-Maintenance	\$ 398,600.00	\$ 398,600.00	\$ -
\$ -	\$ -	\$ -	Material & Services-Operations	\$ 168,050.00	\$ 168,050.00	\$ -
\$ 476,905.30	\$ 128,756.31	\$ 362,000.00	Capital Improvements	\$ 65,729.00	\$ 65,729.00	\$ -
\$ 250,000.00	\$ 250,000.00	\$ 449,105.08	Transfers Out	\$ 774,800.00	\$ 774,800.00	\$ -
\$ -	\$ -	\$ 100,000.00	Contingency	\$ 365,499.00	\$ 365,499.00	\$ -
\$ 1,671,961.64	\$ 1,329,274.01	\$ 2,190,727.46	TOTAL REQUIREMENTS	\$ 2,334,043.00	\$ 2,334,043.00	\$ -
\$ -	\$ -	\$ 274,272.54	UEFB	\$ -	\$ -	\$ -
\$ 670,170.77	\$ 804,255.25	\$ -	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - WATER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 958,691.60	\$ 670,171.77	\$ 810,000.00	BEGINNING FUND BALANCE	\$ 774,043.00	\$ 774,043.00	\$ -
\$ 2,675.72	\$ 7,566.93	\$ 3,000.00	MISCELLANEOUS	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 1,357,365.09	\$ 1,420,990.56	\$ 1,625,000.00	MONTHLY USER FEE	\$ 1,550,000.00	\$ 1,550,000.00	\$ -
\$ 23,400.00	\$ 34,800.00	\$ 27,000.00	SERVICE CONNECTIONS	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 2,342,132.41	\$ 2,133,529.26	\$ 2,465,000.00	Total Water Resources	\$ 2,334,043.00	\$ 2,334,043.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - WATER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ 54,853.34	\$ 65,000.00	PERS	\$ 55,025.00	\$ 55,025.00	\$ -
\$ -	\$ 7,130.47	\$ 8,240.00	SAIF	\$ 11,340.00	\$ 11,340.00	\$ -
\$ -	\$ 26,768.38	\$ 28,840.00	FICA	\$ 27,650.00	\$ 27,650.00	\$ -
\$ -	\$ 83,036.69	\$ 85,050.00	INSURANCE	\$ 92,250.00	\$ 92,250.00	\$ -
\$ -	\$ 7,364.09	\$ 15,450.00	UNEMPLOYMENT LIABILITY	\$ -	\$ -	\$ -
\$ -	\$ 27,180.37	\$ 27,810.00	PW DIRECTOR	\$ 27,800.00	\$ 27,800.00	\$ -
\$ -	\$ -	\$ 21,675.00	CITY ENGINEER	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	SENIOR ENGINEERING TECH	\$ 20,700.00	\$ 20,700.00	\$ -
\$ -	\$ -	\$ -	PW OPERATIONS SUPERVISOR	\$ 15,500.00	\$ 15,500.00	\$ -
\$ -	\$ 83,484.49	\$ 85,490.00	PLANT OPERATOR	\$ 72,400.00	\$ 72,400.00	\$ -
\$ -	\$ 60,171.56	\$ 65,000.00	ASST. PLANT OPERATOR	\$ 62,000.00	\$ 62,000.00	\$ -
\$ -	\$ 29,730.05	\$ 30,900.00	CREW - FOREMAN	\$ 20,900.00	\$ 20,900.00	\$ -
\$ -	\$ 5,183.75	\$ 10,000.00	CREW - SEASONAL	\$ -	\$ -	\$ -
\$ -	\$ 119,804.35	\$ 122,000.00	CREW - WATER	\$ 95,200.00	\$ 95,200.00	\$ -
\$ -	\$ 4,207.50	\$ -	GIS MAPPING TECHNICIAN	\$ 17,200.00	\$ 17,200.00	\$ -
\$ -	\$ -	\$ 12,000.00	CODE ENFORCEMENT	\$ -	\$ -	\$ -
\$ -	\$ 16,379.05	\$ 28,450.00	UTILITY BILLING CLERK	\$ 21,600.00	\$ 21,600.00	\$ -
\$ -	\$ 3,386.36	\$ 10,000.00	OVERTIME	\$ 15,000.00	\$ 15,000.00	\$ -
\$ -	\$ -	\$ -	EXEC ADMINISTRATIVE ASSISTANT	\$ 6,800.00	\$ 6,800.00	\$ -
\$ -	\$ -	\$ 30,000.00	ACCRUED PAYROLL LIABILITY	\$ -	\$ -	\$ -
\$ -	\$ 528,680.45	\$ 645,905.00	Total Water Personnel Service	\$ 561,365.00	\$ 561,365.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - WATER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 54,542.92	\$ 63,560.75	\$ 62,250.00	POWER	\$ 66,000.00	\$ 66,000.00	\$ -
\$ 5,892.74	\$ 6,700.23	\$ 6,000.00	PHONE	\$ 7,500.00	\$ 7,500.00	\$ -
\$ 52,203.80	\$ 58,053.91	\$ 60,000.00	OPERATIONS & MAINTENANCE	\$ 23,485.00	\$ 23,485.00	\$ -
\$ 48,275.86	\$ 12,651.10	\$ 40,000.00	BUILDING MAINTENANCE	\$ 7,500.00	\$ 7,500.00	\$ -
\$ -	\$ 2,332.78	\$ 5,000.00	TRAINING & CONF. TRAVEL	\$ 2,800.00	\$ 2,800.00	\$ -
\$ 1,579.30	\$ 1,488.87	\$ 1,000.00	DUES & MEMBERSHIP	\$ 2,765.00	\$ 2,765.00	\$ -

\$ 7,400.46	\$ 5,678.70	\$ 10,000.00	POSTAGE	\$ 8,300.00	\$ 8,300.00	\$ -
\$ 15,739.15	\$ 6,155.39	\$ 12,665.00	COMPUTER NETWORK	\$ 11,396.00	\$ 11,396.00	\$ -
\$ 41,670.79	\$ 47,410.31	\$ 115,000.00	PROFESSIONAL SERVICES	\$ 17,200.00	\$ 17,200.00	\$ -
\$ -	\$ -	\$ -	LEGAL & RECORDING	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 18,717.80	\$ 22,731.67	\$ 27,140.00	INSURANCE/LIABILITY/GEN	\$ 40,800.00	\$ 40,800.00	\$ -
\$ 8,818.18	\$ 11,509.16	\$ 12,000.00	VEHICLE FUEL	\$ 8,000.00	\$ 8,000.00	\$ -
\$ 977.32	\$ 1,453.19	\$ 2,000.00	VEHICLE REPAIR	\$ 2,000.00	\$ 2,000.00	\$ -
\$ 2,865.05	\$ 1,906.41	\$ 2,000.00	UNIFORMS & SAFETY GEAR	\$ 3,910.00	\$ 3,910.00	\$ -
\$ 96,530.18	\$ 91,371.69	\$ 136,162.38	COST ALLOCATION AGREEMENT	\$ 96,744.00	\$ 96,744.00	\$ -
\$ 509,993.81	\$ -	\$ -	PW PERSONNEL SERVICE AGREEMENT	\$ -	\$ -	\$ -
\$ 31,027.70	\$ 23,169.16	\$ 35,000.00	CHLORINE & CHEMICALS	\$ 500.00	\$ 500.00	\$ -
\$ 7,207.67	\$ 18,366.60	\$ 50,000.00	WATER LINE REPAIR	\$ 30,000.00	\$ 30,000.00	\$ -
\$ -	\$ -	\$ -	PERMITS	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ -	SMALL EQUIP/TOOLS	\$ 3,700.00	\$ 3,700.00	\$ -
\$ -	\$ 1,788.89	\$ 7,500.00	NEW WATER CONNECTIONS	\$ 10,000.00	\$ 10,000.00	\$ -
\$ 41,612.61	\$ 45,508.44	\$ 50,000.00	NEW WATER METERS	\$ 50,000.00	\$ 50,000.00	\$ -
\$ -	\$ -	\$ -	LICENSE FEE	\$ -	\$ -	\$ -
\$ 945,055.34	\$ 421,837.25	\$ 633,717.38	Total Water Maint. Material & Services	\$ 398,600.00	\$ 398,600.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - WATER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	OPERATIONS & MAINTENANCE	\$ 86,400.00	\$ 86,400.00	\$ -
\$ -	\$ -	\$ -	BUILDING MAINTENANCE	\$ 7,100.00	\$ 7,100.00	\$ -
\$ -	\$ -	\$ -	TRANING & CONF. TRAVEL	\$ 2,900.00	\$ 2,900.00	\$ -
\$ -	\$ -	\$ -	DUES & MEMBERSHIP	\$ 600.00	\$ 600.00	\$ -
\$ -	\$ -	\$ -	VEHICLE FUEL	\$ 4,000.00	\$ 4,000.00	\$ -
\$ -	\$ -	\$ -	VEHICLE REPAIR	\$ 2,000.00	\$ 2,000.00	\$ -
\$ -	\$ -	\$ -	UNIFORMS & SAFETY GEAR	\$ 3,450.00	\$ 3,450.00	\$ -
\$ -	\$ -	\$ -	CHLORINE & CHEMICALS	\$ 39,100.00	\$ 39,100.00	\$ -
\$ -	\$ -	\$ -	PERMITS	\$ 2,500.00	\$ 2,500.00	\$ -
\$ -	\$ -	\$ -	WATER RESERVOIR MAINTENANCE	\$ 20,000.00	\$ 20,000.00	\$ -
\$ -	\$ -	\$ -	Total Water Operations Material & Svcs	\$ 168,050.00	\$ 168,050.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - WATER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 476,905.30	\$ 128,756.31	\$ 362,000.00	CAPITAL IMPROVEMENTS	\$ 65,729.00	\$ 65,729.00	\$ -
\$ 476,905.30	\$ 128,756.31	\$ 362,000.00	Total Water Capital Improvements	\$ 65,729.00	\$ 65,729.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - WATER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	TRANSFER TO CAPITAL PROJECT F	\$ 672,800.00	\$ 672,800.00	\$ -
\$ -	\$ -	\$ -	TRANSFER TO FLEET REPLACE FUND	\$ 102,000.00	\$ 102,000.00	\$ -
\$ -	\$ -	\$ 150,000.00	TRANSFER TO SHOP CAP. PROJECT	\$ -	\$ -	\$ -
\$ 250,000.00	\$ 250,000.00	\$ 299,105.08	TRANSFER TO WATER EXPANSI	\$ -	\$ -	\$ -
\$ 250,000.00	\$ 250,000.00	\$ 449,105.08	Total Water Transfers Out	\$ 774,800.00	\$ 774,800.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - WATER FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 100,000.00	OPERATING CONTINGENCY	\$ 365,499.00	\$ 365,499.00	\$ -
\$ -	\$ -	\$ 100,000.00	Total Water Contingency/Reserve	\$ 365,499.00	\$ 365,499.00	\$ -

Storm Fund:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS -STORM SUMMARY RESOURCES	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 41,477.89	\$ 53,150.24	\$ 54,500.00	BFB	\$ 43,632.00	\$ 43,632.00	\$ -
\$ 96,836.87	\$ 105,507.19	\$ 130,000.00	Fees, Licenses, Permits	\$ 130,000.00	\$ 130,000.00	\$ -
\$ 3,042.50	\$ -	\$ -	All Other Resources	\$ -	\$ -	\$ -
\$ 141,357.26	\$ 158,657.43	\$ 184,500.00	TOTAL RESOURCES	\$ 173,632.00	\$ 173,632.00	\$ -

REQUIREMENTS

\$ -	\$ 54,316.50	\$ 73,815.00	Personnel Service	\$ 128,081.00	\$ 128,081.00	\$ -
\$ 56,661.17	\$ 34,340.87	\$ 46,645.70	Material & Services	\$ 32,360.00	\$ 32,360.00	\$ -
\$ 31,545.85	\$ 18,756.95	\$ 37,000.00	Capital Improvements	\$ 8,026.00	\$ 8,026.00	\$ -
\$ -	\$ -	\$ 6,503.00	Contingency	\$ 5,165.00	\$ 5,165.00	\$ -
\$ 88,207.02	\$ 107,414.32	\$ 163,963.70	TOTAL REQUIREMENTS	\$ 173,632.00	\$ 173,632.00	\$ -
\$ -	\$ -	\$ 121.96	UEFB	\$ -	\$ -	\$ -
\$ 53,150.24	\$ 51,243.11	\$ 20,414.34	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STORM FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 41,477.89	\$ 53,150.24	\$ 54,500.00	BEGINNING FUND BALANCE	\$ 43,632.00	\$ 43,632.00	\$ -
\$ 3,042.50	\$ -	\$ -	MISCELLANEOUS	\$ -	\$ -	\$ -
\$ 96,836.87	\$ 105,507.19	\$ 130,000.00	MONTHLY USER FEE	\$ 130,000.00	\$ 130,000.00	\$ -
\$ 141,357.26	\$ 158,657.43	\$ 184,500.00	Total Storm Resources	\$ 173,632.00	\$ 173,632.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STORM FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ 5,048.55	\$ 6,990.00	PERS	\$ 13,500.00	\$ 13,500.00	\$ -
\$ -	\$ 1,353.22	\$ 1,450.00	SAIF	\$ 2,500.00	\$ 2,500.00	\$ -
\$ -	\$ 2,745.90	\$ 2,890.00	FICA	\$ 6,000.00	\$ 6,000.00	\$ -
\$ -	\$ 8,705.67	\$ 9,450.00	INSURANCE	\$ 20,700.00	\$ 20,700.00	\$ -
\$ -	\$ 624.68	\$ -	UNEMPLOYMENT LIABILITY	\$ -	\$ -	\$ -
\$ -	\$ 9,060.13	\$ 9,270.00	PW DIRECTOR	\$ 7,000.00	\$ 7,000.00	\$ -
\$ -	\$ -	\$ 7,225.00	CITY ENGINEER	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	SENIOR ENGINEERING TECH	\$ 6,900.00	\$ 6,900.00	\$ -
\$ -	\$ -	\$ -	PW OPERATIONS SUPERVISOR	\$ 9,300.00	\$ 9,300.00	\$ -
\$ -	\$ -	\$ 3,800.00	CODE ENFORCEMENT	\$ -	\$ -	\$ -
\$ -	\$ 5,202.73	\$ 5,670.00	CREW - FOREMAN	\$ 8,700.00	\$ 8,700.00	\$ -
\$ -	\$ 19,892.70	\$ 19,570.00	CREW - STORM	\$ 40,500.00	\$ 40,500.00	\$ -
\$ -	\$ 1,402.50	\$ -	GIS MAPPING TECHNICIAN	\$ 5,731.00	\$ 5,731.00	\$ -
\$ -	\$ 280.42	\$ -	OVERTIME	\$ 5,000.00	\$ 5,000.00	\$ -
\$ -	\$ -	\$ -	EXEC ADMINISTRATIVE ASSISTANT	\$ 2,250.00	\$ 2,250.00	\$ -
\$ -	\$ -	\$ 7,500.00	ACCRUED PAYROLL LIABILITY	\$ -	\$ -	\$ -
\$ -	\$ 54,316.50	\$ 73,815.00	Total Storm Personnel Service	\$ 128,081.00	\$ 128,081.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STORM FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 7,104.51	\$ 3,970.29	\$ 9,000.00	OPERATIONS & MAINTENANCE	\$ 1,500.00	\$ 1,500.00	\$ -
\$ -	\$ 9,321.41	\$ 5,000.00	PROFESSIONAL SERVICES	\$ -	\$ -	\$ -
\$ 5,905.93	\$ 7,410.57	\$ 8,400.00	INSURANCE/LIABILITY/GEN	\$ -	\$ -	\$ -
\$ -	\$ 887.62	\$ 2,500.00	VEHICLE FUEL	\$ 500.00	\$ 500.00	\$ -
\$ -	\$ 217.51	\$ 1,000.00	VEHICLE REPAIR	\$ 500.00	\$ 500.00	\$ -
\$ -	\$ -	\$ 500.00	UNIFORMS & SAFETY GEAR	\$ -	\$ -	\$ -
\$ 6,748.94	\$ 9,311.81	\$ 10,245.70	COST ALLOCATION AGREEMENT	\$ 23,460.00	\$ 23,460.00	\$ -
\$ 36,901.79	\$ -	\$ -	PW PERSONNEL SERVICE AGREEMENT	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	PERMITS	\$ 500.00	\$ 500.00	\$ -
\$ -	\$ -	\$ -	SMALL EQUIP/TOOLS	\$ 900.00	\$ 900.00	\$ -
\$ -	\$ 3,221.66	\$ 10,000.00	STORM DRAINS	\$ 5,000.00	\$ 5,000.00	\$ -
\$ 56,661.17	\$ 34,340.87	\$ 46,645.70	Total Material & Services	\$ 32,360.00	\$ 32,360.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STORM FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 31,545.85	\$ 18,756.95	\$ 37,000.00	CAPITAL IMPROVEMENTS	\$ 8,026.00	\$ 8,026.00	\$ -
\$ 31,545.85	\$ 18,756.95	\$ 37,000.00	Total Storm Capital Improvements	\$ 8,026.00	\$ 8,026.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PUBLIC WORKS - STORM FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 6,503.00	CONTINGENCY	\$ 5,165.00	\$ 5,165.00	\$ -
\$ -	\$ -	\$ 6,503.00	Total Storm Contingency/Reserve	\$ 5,165.00	\$ 5,165.00	\$ -

PW Personnel Services Fund:

Actuals	Actuals	Budgeted	PUBLIC WORKS - PWPS SUMMARY	Proposed	Approved	Adopted
FY 2014/2015	FY 2015/2016	FY 2016/2017	Account Name	FY 2017/2018	FY 2017/2018	FY 2017/2018
\$ 155,887.47	\$ -	\$ -	BFB	\$ -	\$ -	\$ -
\$ 1,238,834.70	\$ -	\$ -	Transfers In	\$ -	\$ -	\$ -
\$ 1,394,722.17	\$ -	\$ -	TOTAL RESOURCES	\$ -	\$ -	\$ -
REQUIREMENTS						
\$ 1,394,722.17	\$ -	\$ -	Personnel Service	\$ -	\$ -	\$ -
\$ 1,394,722.17	\$ -	\$ -	TOTAL REQUIREMENTS	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	UEFB	\$ -	\$ -	\$ -
\$ (0.00)	\$ -	\$ -	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

Actuals	Actuals	Budgeted	PUBLIC WORKS - PWPS FUND	Proposed	Approved	Adopted
FY 2014/2015	FY 2015/2016	FY 2016/2017	Account Name	FY 2017/2018	FY 2017/2018	FY 2017/2018
\$ 155,887.47	\$ -	\$ -	BEGINNING FUND BALANCE	\$ -	\$ -	\$ -
\$ 192,889.97	\$ -	\$ -	STREET FUND	\$ -	\$ -	\$ -
\$ 499,049.13	\$ -	\$ -	SEWER FUND	\$ -	\$ -	\$ -
\$ 509,993.81	\$ -	\$ -	WATER FUND	\$ -	\$ -	\$ -
\$ 36,901.79	\$ -	\$ -	STORM FUND	\$ -	\$ -	\$ -
\$ 1,394,722.17	\$ -	\$ -	Total PWPS Resources	\$ -	\$ -	\$ -

Actuals	Actuals	Budgeted	PUBLIC WORKS - PWPS FUND	Proposed	Approved	Adopted
FY 2014/2015	FY 2015/2016	FY 2016/2017	Account Name	FY 2017/2018	FY 2017/2018	FY 2017/2018
\$ 112,409.98	\$ -	\$ -	PERS	\$ -	\$ -	\$ -
\$ 25,677.35	\$ -	\$ -	SAIF	\$ -	\$ -	\$ -
\$ 71,664.71	\$ -	\$ -	FICA	\$ -	\$ -	\$ -
\$ 216,065.95	\$ -	\$ -	INSURANCE	\$ -	\$ -	\$ -
\$ 22,518.72	\$ -	\$ -	UNEMPLOYMENT LIABILITY	\$ -	\$ -	\$ -
\$ 77,688.51	\$ -	\$ -	PUBLIC WORKS DIRECTOR	\$ -	\$ -	\$ -
\$ 46,178.86	\$ -	\$ -	OPERATIONS DIVISION SUPERVISOR	\$ -	\$ -	\$ -
\$ 62,568.76	\$ -	\$ -	WATER PLANT OPERATOR	\$ -	\$ -	\$ -
\$ 70,450.41	\$ -	\$ -	ASST WATER PLANT OPERATOR	\$ -	\$ -	\$ -
\$ 55,443.21	\$ -	\$ -	WWTP OPERATOR	\$ -	\$ -	\$ -
\$ 83,807.93	\$ -	\$ -	ASST WWTP OPERATOR	\$ -	\$ -	\$ -
\$ 322,129.57	\$ -	\$ -	CREW	\$ -	\$ -	\$ -
\$ 26,919.34	\$ -	\$ -	CODE ENFORCEMENT	\$ -	\$ -	\$ -
\$ 51,810.62	\$ -	\$ -	UTILITY BILLING CLERK	\$ -	\$ -	\$ -
\$ 56,241.60	\$ -	\$ -	GIS MAPPING TECH	\$ -	\$ -	\$ -
\$ 62,464.57	\$ -	\$ -	OVERTIME	\$ -	\$ -	\$ -
\$ 19,541.91	\$ -	\$ -	CERTIFICATE PAY	\$ -	\$ -	\$ -
\$ 1,757.98	\$ -	\$ -	LONGEVITY	\$ -	\$ -	\$ -
\$ 9,382.19	\$ -	\$ -	TRAINING & CERTIFICATES	\$ -	\$ -	\$ -
\$ 1,394,722.17	\$ -	\$ -	Total PWPS Personnel Service	\$ -	\$ -	\$ -

Fleet Replacement Fund:

Actuals	Actuals	Budgeted	FLEET REPLACEMENT FUND	Proposed	Approved	Adopted
FY 2014/2015	FY 2015/2016	FY 2016/2017	Account Name	FY 2017/2018	FY 2017/2018	FY 2017/2018
\$ -	\$ -	\$ -	BEGINNING FUND BALANCE	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM GENERAL FUND	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM GF PARKS	\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM STREETS	\$ 100,000.00	\$ 100,000.00	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM SEWER	\$ 25,000.00	\$ 25,000.00	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM WATER	\$ 102,000.00	\$ 102,000.00	\$ -
\$ -	\$ -	\$ -	Fleet Replacement Resources	\$ 228,000.00	\$ 228,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	FLEET REPLACEMENT REQUIREMENTS Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	ADMIN FLEET REPLACEMENT	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	PARKS FLEET REPLACEMENT	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	STREETS FLEET REPLACEMENT	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	SEWER FLEET REPLACEMENT	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	WATER FLEET REPLACEMENT	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	Total Fleet Replacement Requirements	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	FLEET REPLACEMENT RESERVE Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	RESERVE	\$ 228,000.00	\$ 228,000.00	\$ -
\$ -	\$ -	\$ -	Total Fleet Replacement Reserve	\$ 228,000.00	\$ 228,000.00	\$ -

Capital Projects Fund:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	CAPITAL PROJECTS FUND Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	BEGINNING FUND BALANCE	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM STREETS	\$ 137,000.00	\$ 137,000.00	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM SEWER	\$ 228,000.00	\$ 228,000.00	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM WATER	\$ 672,800.00	\$ 672,800.00	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM STORMWATER	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM SEWER SDC	\$ 283,000.00	\$ 283,000.00	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM WATER SDC	\$ 855,200.00	\$ 855,200.00	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM STREET SDC	\$ 330,000.00	\$ 330,000.00	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM PARKS SDC	\$ 1,000,000.00	\$ 1,000,000.00	\$ -
\$ -	\$ -	\$ -	TRANSFER FROM STORM SDC	\$ 15,000.00	\$ 15,000.00	\$ -
\$ -	\$ -	\$ -	Capital Projects Resources	\$ 3,521,000.00	\$ 3,521,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	CAPITAL PROJECTS REQUIREMENTS Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	PARK CAPITAL PROJECTS	\$ 1,000,000.00	\$ 1,000,000.00	\$ -
\$ -	\$ -	\$ -	STREET CAPITAL PROJECTS	\$ 467,000.00	\$ 467,000.00	\$ -
\$ -	\$ -	\$ -	SEWER CAPITAL PROJECTS	\$ 511,000.00	\$ 511,000.00	\$ -
\$ -	\$ -	\$ -	WATER CAPITAL PROJECTS	\$ 1,528,000.00	\$ 1,528,000.00	\$ -
\$ -	\$ -	\$ -	STORM WATER CAPITAL PROJECTS	\$ 15,000.00	\$ 15,000.00	\$ -
\$ -	\$ -	\$ -	Total Capital Projects Improvements	\$ 3,521,000.00	\$ 3,521,000.00	\$ -

System Development Charge Funds Line Item detail of the Approved Budget:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	ALL SYSTEM DEVELOPMENT CHARGES RESOURCES	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 2,660,002.31	\$ 3,214,627.45	\$ 4,761,237.37	<i>BFB</i>	\$ 4,265,119.00	\$ 4,265,119.00	\$ -
\$ 844,846.00	\$ 2,356,898.00	\$ 2,235,870.00	<i>Fees, Licenses, Permits</i>	\$ 409,240.00	\$ 409,240.00	\$ -
\$ 3,504,848.31	\$ 5,571,525.45	\$ 6,997,107.37	Total All SDC Resources	\$ 4,674,359.00	\$ 4,674,359.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	REQUIREMENTS	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ 7,170.20	\$ 50,000.00	<i>Material & Services</i>	\$ 165,000.00	\$ 165,000.00	\$ -
\$ 137,544.86	\$ 554,040.80	\$ 3,701,237.37	<i>Capital Improvements</i>	\$ -	\$ -	\$ -
\$ 152,676.00	\$ 187,343.00	\$ 183,156.00	<i>Transfers Out</i>	\$ 2,615,667.00	\$ 2,615,667.00	\$ -
\$ -	\$ -	\$ 3,062,714.00	<i>Reserve</i>	\$ 1,893,692.00	\$ 1,893,692.00	\$ -
\$ 290,220.86	\$ 748,554.00	\$ 6,997,107.37	Total All SDC Requirements	\$ 4,674,359.00	\$ 4,674,359.00	\$ -
\$ 3,214,627.45	\$ 4,822,971.45	\$ -	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

Sewer SDC:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	SEWER SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 210,310.00	\$ 238,034.00	\$ 775,000.00	BEGINNING FUND BALANCE	\$ 711,701.00	\$ 711,701.00	\$ -
\$ 137,120.00	\$ 610,184.00	\$ 450,000.00	SEWER SDC - REIMBURSEMENT FEE	\$ 3,960.00	\$ 3,960.00	\$ -
\$ 43,280.00	\$ 192,596.00	\$ 213,610.00	SEWER SDC - IMPROVEMENT FEE	\$ 90,040.00	\$ 90,040.00	\$ -
\$ 390,710.00	\$ 1,040,814.00	\$ 1,438,610.00	Total Sewer SDC Resources	\$ 805,701.00	\$ 805,701.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	SEWER SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ 2,065.00	\$ 10,000.00	PROFESSIONAL SERVICES	\$ 155,000.00	\$ 155,000.00	\$ -
\$ -	\$ 2,065.00	\$ 10,000.00	Total Sewer SDC Material & Services	\$ 155,000.00	\$ 155,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	SEWER SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 650,000.00	CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ -
\$ -	\$ -	\$ 650,000.00	Total Sewer SDC Capital Improvements	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	SEWER SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 152,676.00	\$ 187,343.00	\$ 183,156.00	TRANSFER TO SEWER CWSRF FUND	\$ 132,467.00	\$ 132,467.00	\$ -
\$ -	\$ -	\$ -	TRANSFER TO CAPITAL PROJECTS	\$ 283,000.00	\$ 283,000.00	\$ -
\$ 152,676.00	\$ 187,343.00	\$ 183,156.00	Total Sewer SDC Transfers Out	\$ 415,467.00	\$ 415,467.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	SEWER SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 595,454.00	RESERVE - IMPROVEMENT SDC	\$ 231,274.00	\$ 231,274.00	\$ -
\$ -	\$ -	\$ -	RESERVE - REIMBURSEMENT SDC	\$ 3,960.00	\$ 3,960.00	\$ -
\$ -	\$ -	\$ 595,454.00	Total Sewer SDC Reserve	\$ 235,234.00	\$ 235,234.00	\$ -

Water SDC:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 1,366,646.83	\$ 1,501,546.83	\$ 2,000,000.00	BEGINNING FUND BALANCE	\$ 1,784,004.00	\$ 1,784,004.00	\$ -
\$ 91,200.00	\$ 378,000.00	\$ 310,000.00	WATER SDC - REIMBURSEMENT FEE	\$ 12,380.00	\$ 12,380.00	\$ -
\$ 43,700.00	\$ 181,055.00	\$ 160,750.00	WATER SDC - IMPROVMENT FEE	\$ 62,480.00	\$ 62,480.00	\$ -
\$ 1,501,546.83	\$ 2,060,601.83	\$ 2,470,750.00	Total Water SDC Resources	\$ 1,858,864.00	\$ 1,858,864.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ 5,105.20	\$ 10,000.00	PROFESSIONAL SERVICES	\$ 5,000.00	\$ 5,000.00	\$ -
\$ -	\$ 5,105.20	\$ 10,000.00	Total Water SDC Material & Services	\$ 5,000.00	\$ 5,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ 65,905.00	\$ 1,350,000.00	CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ -
\$ -	\$ 65,905.00	\$ 1,350,000.00	Total Water SDC Capital Imp	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	TRANSFER TO CAPITAL PROJECT F	\$ 855,200.00	\$ 855,200.00	\$ -
\$ -	\$ -	\$ -	Total Water SDC Transfers Out	\$ 855,200.00	\$ 855,200.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 1,110,750.00	RESERVE - IMPROVEMENT SDC	\$ 986,284.00	\$ 986,284.00	\$ -
\$ -	\$ -	\$ -	RESERVE - REIMBURSEMENT SDC	\$ 12,380.00	\$ 12,380.00	\$ -
\$ -	\$ -	\$ 1,110,750.00	Total Water SDC Reserve	\$ 998,664.00	\$ 998,664.00	\$ -

Transportation SDC:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	STREET SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 311,859.35	\$ 323,482.65	\$ 550,000.00	BEGINNING FUND BALANCE	\$ 490,979.00	\$ 490,979.00	
\$ 108,525.00	\$ 433,458.00	\$ 432,010.00	TRANSPORTATION SDC	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	TRANSPORTATION - REIMBURSEMENT	\$ 15,380.00	\$ 15,380.00	\$ -
\$ -	\$ -	\$ -	TRANSPORTATION - IMPROVEMENT	\$ 63,060.00	\$ 63,060.00	\$ -
\$ 420,384.35	\$ 756,940.65	\$ 982,010.00	Total Street SDC Resources	\$ 569,419.00	\$ 569,419.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	STREET SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 10,000.00	PROFESSIONAL SERVICES	\$ 5,000.00	\$ 5,000.00	\$ -
\$ -	\$ -	\$ 10,000.00	Total Street SDC Material & Services	\$ 5,000.00	\$ 5,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	STREET SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 96,901.70	\$ 288,511.80	\$ 475,000.00	CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ -
\$ 96,901.70	\$ 288,511.80	\$ 475,000.00	Total Street SDC Capital Improvements	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	STREET SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	TRANSFER TO CAPITAL PROJECTS	\$ 330,000.00	\$ 330,000.00	\$ -
\$ -	\$ -	\$ -	Total Street SDC Transfers Out	\$ 330,000.00	\$ 330,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	STREET SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 497,010.00	RESERVE - IMPROVEMENT SDC	\$ 219,039.00	\$ 219,039.00	\$ -
\$ -	\$ -	\$ -	RESERVE - REIMBURSEMENT SDC	\$ 15,380.00	\$ 15,380.00	\$ -
\$ -	\$ -	\$ 497,010.00	Total Street SDC Reserve	\$ 234,419.00	\$ 234,419.00	\$ -

Park SDC:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PARK SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 594,816.76	\$ 947,629.60	\$ 1,300,000.00	BEGINNING FUND BALANCE	\$ 1,243,860.00	\$ 1,243,860.00	\$ -
\$ 191,436.00	\$ -	\$ -	PARK SDC'S	\$ -	\$ -	\$ -
\$ 202,020.00	\$ 431,230.00	\$ 570,000.00	PARK SDC - IMPROVEMENT FEE	\$ 144,460.00	\$ 144,460.00	\$ -
\$ 988,272.76	\$ 1,378,859.60	\$ 1,870,000.00	Total Park SDC Resources	\$ 1,388,320.00	\$ 1,388,320.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PARK SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 10,000.00	PROFESSIONAL SERVICES	\$ -	\$ -	\$ -
\$ -	\$ -	\$ 10,000.00	Total Park SDC Material & Services	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PARK SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 40,643.16	\$ -	\$ 1,100,000.00	CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ -
\$ 40,643.16	\$ -	\$ 1,100,000.00	Total Park SDC Capital Improvements	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PARK SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	TRANSFER TO CAPITAL PROJECTS	\$ 1,000,000.00	\$ 1,000,000.00	\$ -
\$ -	\$ -	\$ -	Total Park SDC Transfers Out	\$ 1,000,000.00	\$ 1,000,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PARK SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 760,000.00	RESERVE	\$ 388,320.00	\$ 388,320.00	\$ -
\$ -	\$ -	\$ 760,000.00	Total Park SDC Reserve	\$ 388,320.00	\$ 388,320.00	\$ -

Storm SDC:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	STORM SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 176,369.37	\$ 203,934.37	\$ 136,237.37	BEGINNING FUND BALANCE	\$ 34,575.00	\$ 34,575.00	\$ -
\$ 777.00	\$ 3,675.00	\$ 3,000.00	STORM SDC - REMBURSEMENT FEE	\$ 820.00	\$ 820.00	\$ -
\$ 26,788.00	\$ 126,700.00	\$ 96,500.00	STORM SDC - IMPROVEMENT FEE	\$ 16,660.00	\$ 16,660.00	\$ -
\$ 203,934.37	\$ 334,309.37	\$ 235,737.37	Total Storm SDC Resources	\$ 52,055.00	\$ 52,055.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	STORM SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 10,000.00	PROFESSIONAL SERVICES	\$ -	\$ -	\$ -
\$ -	\$ -	\$ 10,000.00	Total Storm SDC Material & Services	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	STORM SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ 199,624.00	\$ 126,237.37	CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ -
\$ -	\$ 199,624.00	\$ 126,237.37	Total Storm SDC Capital Improvements	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	STORM SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ -	TRANSFER TO CAPITAL PROJECTS	\$ 15,000.00	\$ 15,000.00	\$ -
\$ -	\$ -	\$ -	Total Storm SDC Transfers Out	\$ 15,000.00	\$ 15,000.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	STORM SYSTEM DEVELOPMENT CHARGES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 99,500.00	RESERVE - IMPROVEMENT SDC	\$ 36,235.00	\$ 36,235.00	\$ -
\$ -	\$ -	\$ -	RESERVE - REIMBURSEMENT SDC	\$ 820.00	\$ 820.00	\$ -
\$ -	\$ -	\$ 99,500.00	Total Storm SDC Reserve	\$ 37,055.00	\$ 37,055.00	\$ -

Debt Service Funds Line Item detail of the Approved Budget:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	ALL DEBT SERVICE RESOURCES	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 1,291,426.36	\$ 1,057,820.36	\$ 964,976.42	BFB	\$ 920,968.50	\$ 920,968.50	\$ -
\$ 63,738.50	\$ 65,725.50	\$ 67,337.50	Property Taxes	\$ 30,300.00	\$ 30,300.00	\$ -
\$ 607,414.00	\$ 753,271.56	\$ 797,811.08	Transfers In	\$ 505,902.00	\$ 505,902.00	\$ -
\$ 1,962,578.86	\$ 1,876,817.42	\$ 1,830,125.00	Total All Debt Service Resources	\$ 1,457,170.50	\$ 1,457,170.50	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	REQUIREMENTS	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 904,758.50	\$ 907,190.50	\$ 910,272.00	Debt Service	\$ 919,853.50	\$ 919,853.50	\$ -
\$ -	\$ -	\$ 919,853.00	Reserve	\$ 537,317.00	\$ 537,317.00	\$ -
\$ 904,758.50	\$ 907,190.50	\$ 1,830,125.00	Total All Debt Service Requirements	\$ 1,457,170.50	\$ 1,457,170.50	\$ -
\$ 1,057,820.36	\$ 969,626.92	\$ -	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

CWSRF:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	CWSRF DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 193,160.00	\$ 187,978.00	\$ 187,343.00	BEGINNING FUND BALANCE	\$ 183,156.00	\$ 183,156.00	\$ -
\$ 152,676.00	\$ 187,343.00	\$ 183,156.00	TRANSFER FROM SEWER SDC FUND	\$ 132,467.00	\$ 132,467.00	\$ -
\$ 30,738.00	\$ -	\$ -	TRANSFER FROM SEWER	\$ 57,085.00	\$ 57,085.00	\$ -
\$ 376,574.00	\$ 375,321.00	\$ 370,499.00	Total CWSRF Resources	\$ 372,708.00	\$ 372,708.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	CWSRF DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 9,982.00	\$ 9,364.00	\$ 8,729.00	CWSRF - ADMIN FEE	\$ 8,076.00	\$ 8,076.00	\$ -
\$ 56,749.00	\$ 53,313.00	\$ 49,779.00	CWSRF - INTEREST	\$ 46,147.00	\$ 46,147.00	\$ -
\$ 121,865.00	\$ 125,301.00	\$ 125,301.00	CWSRF - PRINCIPAL	\$ 132,467.00	\$ 132,467.00	\$ -
\$ 188,596.00	\$ 187,978.00	\$ 183,809.00	Total CWSRF Debt Service	\$ 186,690.00	\$ 186,690.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	CWSRF DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 186,690.00	CWSRF - RESERVE	\$ 186,018.00	\$ 186,018.00	\$ -
\$ -	\$ -	\$ 186,690.00	Total CWSRF Reserve	\$ 186,018.00	\$ 186,018.00	\$ -

Water Debt Retirement:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER RETIREMENT DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 569,419.92	\$ 485,294.92	\$ 396,044.92	BEGINNING FUND BALANCE	\$ 354,849.00	\$ 354,849.00	\$ -
\$ 250,000.00	\$ 250,000.00	\$ 299,105.08	TRANSFER FROM WATER FUND	\$ -	\$ -	\$ -
\$ 819,419.92	\$ 735,294.92	\$ 695,150.00	Total Water Retirement Resources	\$ 354,849.00	\$ 354,849.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER RETIREMENT DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 34,125.00	\$ 24,600.00	\$ 19,950.00	2010 REVENUE BOND - INTEREST	\$ 10,200.00	\$ 10,200.00	\$ -
\$ 300,000.00	\$ 310,000.00	\$ 325,000.00	2010 REVENUE BOND - PRINCIPAL	\$ 340,000.00	\$ 340,000.00	\$ -
\$ 334,125.00	\$ 334,600.00	\$ 344,950.00	Total Water Retirement Debt Service	\$ 350,200.00	\$ 350,200.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER RETIREMENT DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 350,200.00	2010 REVENUE BOND - RESERVE	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	RATE STABILIZATION	\$ 4,649.00	\$ 4,649.00	\$ -
\$ -	\$ -	\$ 350,200.00	Total Water Retirement Reserve	\$ 4,649.00	\$ 4,649.00	\$ -

Sewer Debt Retirement:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	SEWER RETIREMENT DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 459,221.44	\$ 318,021.44	\$ 315,800.00	BEGINNING FUND BALANCE	\$ 314,050.00	\$ 314,050.00	\$ -
\$ 174,000.00	\$ 315,928.56	\$ 315,550.00	TRANSFER FROM SEWER FUND	\$ 316,350.00	\$ 316,350.00	\$ -
\$ 633,221.44	\$ 633,950.00	\$ 631,350.00	Total Sewer Retirement Resources	\$ 630,400.00	\$ 630,400.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	SEWER RETIREMENT DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 105,200.00	\$ 98,900.00	\$ 91,550.00	2010 SEWER REV BOND - INTEREST	\$ 84,800.00	\$ 84,800.00	\$ -
\$ 210,000.00	\$ 220,000.00	\$ 225,000.00	2010 SEWER REV BOND - PRINCIPA	\$ 230,000.00	\$ 230,000.00	\$ -
\$ 315,200.00	\$ 318,900.00	\$ 316,550.00	Total Sewer Retirement Debt Service	\$ 314,800.00	\$ 314,800.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	SEWER RETIREMENT DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 314,800.00	2010 SEWER REV BOND - RESERVE	\$ 315,600.00	\$ 315,600.00	\$ -
\$ -	\$ -	\$ 314,800.00	Total Sewer Retirement Reserve	\$ 315,600.00	\$ 315,600.00	\$ -

General Obligation Water Debt:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER GENERAL OBLIGATION DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 69,625.00	\$ 66,526.00	\$ 65,788.50	BEGINNING FUND BALANCE	\$ 68,913.50	\$ 68,913.50	\$ -
\$ 63,738.50	\$ 65,725.50	\$ 67,337.50	CURRENT PROPERTY TAXES	\$ 30,300.00	\$ 30,300.00	\$ -
\$ 133,363.50	\$ 132,251.50	\$ 133,126.00	Total GO Debt Resources	\$ 99,213.50	\$ 99,213.50	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER GENERAL OBLIGATION DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 6,837.50	\$ 5,712.50	\$ 4,963.00	2010 GO WATER BOND INTEREST	\$ 3,163.50	\$ 3,163.50	\$ -
\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	2010 GO WATER BOND PRINCIPAL	\$ 65,000.00	\$ 65,000.00	\$ -
\$ 66,837.50	\$ 65,712.50	\$ 64,963.00	Total GO Debt Service	\$ 68,163.50	\$ 68,163.50	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER GENERAL OBLIGATION DEBT Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 68,163.00	2010 GO WATER BOND RESERVE	\$ 31,050.00	\$ 31,050.00	\$ -
\$ -	\$ -	\$ 68,163.00	Total GO Debt Reserve	\$ 31,050.00	\$ 31,050.00	\$ -

Special Revenue Funds Line Item detail of the Approved Budget:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	ALL SPECIAL REVENUES RESOURCES	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 20,572.58	\$ 34,900.79	\$ 32,000.00	BFB	\$ 27,800.00	\$ 27,800.00	\$ -
\$ 20,000.00	\$ -	\$ -	Fed, State, Grants	\$ -	\$ -	\$ -
\$ 38,951.51	\$ 47,613.22	\$ 35,540.00	All Other Resources	\$ 6,540.00	\$ 6,540.00	\$ -
\$ -	\$ -	\$ -	Transfers In	\$ -	\$ -	\$ -
\$ 79,524.09	\$ 82,514.01	\$ 67,540.00	Total All Special Revenue Resources	\$ 34,340.00	\$ 34,340.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	REQUIREMENTS	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 44,623.30	\$ 48,173.18	\$ 67,540.00	Material & Services	\$ 34,340.00	\$ 34,340.00	\$ -
\$ 44,623.30	\$ 48,173.18	\$ 67,540.00	Total All Special Revenue Requirements	\$ 34,340.00	\$ 34,340.00	\$ -
\$ 34,900.79	\$ 34,340.83	\$ -	NET RESOURCES OVER REQUIREMENTS	\$ -	\$ -	\$ -

Utility Deposits:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER/SEWER DEPOSITS Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 3,979.60	\$ 1,035.78	\$ 8,000.00	BEGINNING FUND BALANCE	\$ -	\$ -	\$ -
\$ 19,679.48	\$ 25,673.38	\$ 22,000.00	WATER/SEWER DEPOSITS	\$ -	\$ -	\$ -
\$ 23,659.08	\$ 26,709.16	\$ 30,000.00	Total Water/Sewer Resources	\$ -	\$ -	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	WATER/SEWER DEPOSITS Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 22,623.30	\$ 15,768.83	\$ 30,000.00	WATER/SEWER DEPOSITS REFUNDED	\$ -	\$ -	\$ -
\$ 22,623.30	\$ 15,768.83	\$ 30,000.00	Total Water/Sewer M&S	\$ -	\$ -	\$ -

PD Restricted Revenue:

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PD RESTRICTED REVENUES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ 16,592.98	\$ 33,865.01	\$ 24,000.00	BEGINNING FUND BALANCE	\$ 27,800.00	\$ 27,800.00	\$ -
\$ 18,237.03	\$ 20,171.84	\$ 12,000.00	EMERGENCY VEHICLE FUND	\$ 5,000.00	\$ 5,000.00	\$ -
\$ -	\$ -	\$ -	K9 DONATIONS	\$ -	\$ -	\$ -
\$ 1,035.00	\$ 590.00	\$ 540.00	POLICE PAYROLL DONATIONS	\$ 540.00	\$ 540.00	\$ -
\$ -	\$ 1,178.00	\$ 1,000.00	POLICE AUCTION / YOUTH FUND	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 35,865.01	\$ 55,804.85	\$ 37,540.00	Total PD Restricted Resources	\$ 34,340.00	\$ 34,340.00	\$ -

Actuals FY 2014/2015	Actuals FY 2015/2016	Budgeted FY 2016/2017	PD RESTRICTED REVENUES Account Name	Proposed FY 2017/2018	Approved FY 2017/2018	Adopted FY 2017/2018
\$ -	\$ -	\$ 1,751.00	K9	\$ 1,751.00	\$ 1,751.00	\$ -
\$ -	\$ 32,404.35	\$ 32,889.00	PD EVF (COURT ASSESSMENT)	\$ 30,589.00	\$ 30,589.00	\$ -
\$ 1,000.00	\$ -	\$ 1,000.00	YOUTH ATHLETIC SCHOLARSHIPS	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 1,000.00	\$ -	\$ 1,900.00	COLLEGE SCHOLARSHIP ALLOCATION	\$ 1,000.00	\$ 1,000.00	\$ -
\$ 2,000.00	\$ 32,404.35	\$ 37,540.00	Total PD Restricted Material & Services	\$ 34,340.00	\$ 34,340.00	\$ -

Resolution 2017-05

**RESOLUTION OF THE CITY OF MOLALLA, MOLALLA CITY COUNCIL AUTHORIZING THE
TRANSFER OF APPROPRIATED FUNDS WITHIN THE FY 2016/2017 SEWER FUND BUDGET**

WHEREAS, on June 8, 2016 the City of Molalla budget for FY 2016/2017 was adopted and funds were appropriated by the Molalla City Council; and

WHEREAS, this resolution is prepared pursuant to ORS 294.463; and

WHEREAS, the purpose of the authorized expenditures is to rebalance the FY 2016/2017 operating budget for increased expenditures; and

WHEREAS, the transfer from the Sewer Contingency Fund is needed to increase the amount of funds in the Sewer Capitol Improvement Fund to offset the increase due to an unexpected expenditure.

NOW, THEREFORE, BE IT RESOLVED:

That the FY2016/2017 General Fund appropriation be revised as follows:

Operating Fund	Existing Appropriations	Transfer In	Transfer Out	Revised Appropriation
Sewer Contingency/Reserve 105-501-5-70-9000	\$193,341.00	\$0.00	\$62, 100.00	\$131,241.00
Sewer Capital Outlay 105-501-5-40-1000	\$333,427.00	\$62,100.00	\$0.00	\$395,527.00

DULY ADOPTED AND EFFECTIVE the 14th day of June, 2017, by a
vote of _____ ayes and _____ nays.

Mayor Jimmy Thompson

ATTEST this 14th day of June, 2017:

City Recorder, Sadie Cramer

**CITY OF MOLALLA
RESOLUTION 2017-06**

**A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE
STATE REVENUE SHARING.**

WHEREAS, the Legislature of the State of Oregon has provided for the apportionment of certain revenues to the cities of the State of Oregon; and,

WHEREAS, such legislation provides that a city, in order to participate in the sharing of those certain revenues, must express an election to receive such funds, which election must be made prior to July 31 of the fiscal year; and,

WHEREAS, the City of Molalla desires to receive portion of such funds.

WHEREAS, the City certifies that it published notice and held a public hearing before the Budget Committee on May 9, 2017 giving citizen's opportunity to comment on use of State Revenue Sharing; and,

WHEREAS, the City published notice and held a public hearing before the City Council on June 14, 2017 giving citizens the opportunity to comment on use of State Revenue Sharing;

BE IT RESOLVED, that pursuant to ORS 221.770, the City of Molalla does hereby elect to receive its proportionate share of the revenues to be apportioned to the cities by the State of Oregon for the fiscal year 2017-2018

This resolution shall become effective immediately upon its passage by the Council.

Passed by City Council this 14th day of June, 2017, by the following vote:

AYES:

NAYS:

Approved by the Mayor this 14th day of June, 2017.

Jimmy Thompson, Mayor

ATTESTED BY:

Sadie Cramer, City Recorder

Filed in the office of the City Recorder this 14th day of June 2017.

**CITY OF MOLALLA
RESOLUTION 2017-07**

**A RESOLUTION CERTIFYING THAT THE CITY OF MOLALLA MEETS ALL
REQUIREMENTS TO RECEIVE STATE SHARED REVENUES.**

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Molalla City Council hereby certify;

SECTION 1. That the City of Molalla provides the following municipal services enumerated in Section 1, ORS 221.760:

Police protection
Street construction, maintenance, and lighting
Sanitary sewer
Storm sewer
Planning, zoning, and subdivision control
Domestic water service

SECTION 2. This resolution shall become effective immediately upon its passage by the Council.

Passed by City Council this 14th day of June, 2017, by the following vote:

AYES: 6

NAYS: 0

Approved by the Mayor this 14th day of June, 2017.

Jimmy Thompson, Mayor

ATTESTED BY:

Sadie Cramer, City Recorder

Filed in the office of the City Recorder this 14th day of June 2017.

Resolution No. 2017-08
CITY OF MOLALLA

**A RESOLUTION ADOPTING THE CITY OF MOLALLA BUDGET
FOR THE FISCAL YEAR 2017/2018; MAKING APPROPRIATIONS; AND
CATEGORIZING AND LEVYING AD VALOREM TAXES**

The City Council of the City of Molalla, Oregon, on the 14th day of June, 2017 sat in regular session for the transaction of City business.

WHEREAS, the Molalla Budget Committee has reviewed and acted on the proposed City budget; and

WHEREAS, the Molalla Budget Committee approved and recommended a balanced budget to the City Council on May 9, 2017; and

WHEREAS, in accordance with State law, the Molalla City Council has held a public hearing on the budget as approved and recommended by the Molalla Budget Committee.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES and hereby adopts the FY 2017/2018 budget approved by the Budget Committee on May 9, 2017 of which **\$1,000,000.00** is in Unappropriated Ending Fund Balance and **\$2,784,009.00** is in reserves. Copies of the said budget are on file at the Molalla City Hall, 117 N. Molalla Avenue, Molalla, Oregon, 97038.

THE CITY OF MOLALLA FURTHER RESOLVES as follows:

1. **THAT** the amounts for the purpose of operating the City of Molalla for the fiscal year 2017/2018 budget year be appropriated as follows, beginning July 1, 2017.

GENERAL FUND

Office of Governance & Management	\$ 989,540.00
Police Service	\$ 2,621,341.00
Municipal Court	\$ 206,725.00
Parks Department	\$ 191,127.00
Planning Department	\$ 114,470.00
Transfers	\$ 1,000.00
Contingency	\$ 100,000.00
TOTAL APPROPRIATED TO GENERAL FUND	\$ 4,224,203.00
<i>Reserve</i>	<i>\$ 125,000.00</i>
<i>Unappropriated Ending Fund Balance</i>	<i>\$ 1,000,000.00</i>

LIBRARY FUND

Library	\$ 3,011,633.00
Contingency	\$ 75,000.00
TOTAL APPROPRIATED TO LIBRARY	\$ 3,086,633.00

STREET FUND

Streets	\$ 809,600.00
Transfers	\$ 237,000.00
Contingency	\$ 70,524.00
TOTAL APPROPRIATED TO STREETS	\$ 1,117,124.00

SEWER FUND

Sewer	\$ 655,227.00
Sewer Operations	\$ 336,200.00
Sewer Maintenance	\$ 679,919.00
Transfers	\$ 626,435.00
Contingency	\$ 215,240.00
TOTAL APPROPRIATED TO SEWER	\$ 2,513,021.00

WATER FUND

Water	\$ 627,094.00
Water Operations	\$ 168,050.00
Water Maintenance	\$ 398,600.00
Transfers	\$ 774,800.00
Contingency	\$ 365,499.00
TOTAL APPROPRIATED TO WATER	\$ 2,334,043.00

STORM WATER FUND

Storm Water	\$ 168,467.00
Contingency	\$ 5,165.00
TOTAL APPROPRIATED TO STORM	\$ 173,632.00

WATER/SEWER DEPOSITS

Water/Sewer Deposits	\$ 46,500.00
TOTAL APPROPRIATED TO WATER/SEWER DEPOSITS	\$ 46,500.00

PD RESTRICTED REVENUE

PD Restricted	\$ 32,850.00
TOTAL APPROPRIATED TO PD RESTRICTED REVENUE	\$ 32,850.00

WATER GENERAL OBLIGATION BOND

Debt Service	\$ 68,163.00
TOTAL APPROPRIATED TO GO WATER BOND	\$ 68,163.00
<i>Reserve</i>	\$ 31,050.00

WATER DEBT RETIREMENT

Debt Service	\$	350,200.00
TOTAL APPROPRIATED TO WATER DEBT RETIREMENT	\$	350,200.00
<i>Reserve</i>	\$	4,649.00

SEWER DEBT RETIREMENT

Debt Service	\$	314,800.00
TOTAL APPROPRIATED TO SEWER DEBT RETIREMENT	\$	314,800.00
<i>Reserve</i>	\$	315,600.00

CWSRF

Debt Service	\$	186,690.00
TOTAL APPROPRIATED TO CWSRF	\$	186,690.00
<i>Reserve</i>	\$	186,018.00

SEWER SDC

Sewer SDC	\$	155,000.00
Transfers	\$	415,467.00
TOTAL APPROPRIATED TO SEWER SDC	\$	570,467.00
<i>Reserve</i>	\$	235,234.00

WATER SDC

Water SDC	\$	5,000.00
Transfer	\$	855,200.00
TOTAL APPROPRIATED TO WATER SDC	\$	860,200.00
<i>Reserve</i>		

\$ 998,664.00

STORM SDC

Transfer	\$	15,000.00
TOTAL APPROPRIATED TO STORM SDC	\$	15,000.00
<i>Reserve</i>	\$	37,055.00

TRANSPORTATION SDC

Transportation SDC	\$	5,000.00
Transfers	\$	330,000.00
TOTAL APPROPRIATED TO TRANSPORTATION SDC	\$	335,000.00
<i>Reserve</i>	\$	234,419.00

PARK SDC

Transfers	\$	1,000,000.00
TOTAL APPROPRIATED TO PARK SDC	\$	1,000,000.00
<i>Reserve</i>	\$	388,320.00

CAPITAL PROJECTS FUND

Capital Projects \$ 3,521,000.00
TOTAL APPROPRIATED TO CAPITAL PROJECTS \$ 3,521,000.00

FLEET REPLACEMENT FUND

TOTAL APPROPRIATED TO FLEET REPLACEMENT \$.00
Reserve \$ 228,000.00

TOTAL APPROPRIATED FUNDS \$20,751,016.50
RESERVES \$ 2,784,009.00
UNAPPROPRIATED ENDING FUNDS \$ 1,000,000.00
TOTAL FY 2017/2018 BUDGET FOR THE CITY OF MOLALLA \$24,535,025.50

2. **THAT** the Molalla City Council hereby imposes taxes provided for in the adopted budget at the rate of \$5.3058 per \$1,000 of assessed value for general operations; and in the amount of \$68,163.00 for bonds; and that these taxes are hereby imposed and categorized for tax year 2017/2018 upon the assessed value of all taxable property within the City of Molalla.

	General Government	Excluded from Limitation
Permanent Rate	\$5.3058 / \$1,000.00	
General Obligation Bonded Debt Service		\$68,163.00

3. **THAT** the Budget Officer is authorized to prepare and submit any certifications of the taxes levied that may be deemed necessary by the Oregon Department of Revenue and Clackamas County Assessor.

Adopted by the Molalla City Council this 14th day of June, 2017.

ATTEST:

City of Molalla, Oregon

By: _____
Sadie Cramer, City Recorder

By: _____
Jimmy Thompson, Mayor

RESOLUTION No. 2017 - 09

A RESOLUTION OF THE CITY OF MOLALLA, OREGON ESTABLISHING SANITARY SEWER RATES AND ANNUAL INFLATION ADJUSTMENTS THEREAFTER AS PROVIDED BY MOLALLA MUNICIPAL CODE CHAPTER 13.08

WHEREAS, The Molalla Municipal Code Section 13.08.370 provides that fees for sanitary sewer service be established by resolution of the City Council; and

WHEREAS, the City desires to regularly review the costs of operating, maintaining and improving the sanitary system; and

WHEREAS, the City has previously established via Resolution No. 2006-10, a schedule of future sewer rate increases that began on October 1, 2006; and

WHEREAS, the City has caused to be prepared a fee rate study which has identified sanitary sewer system costs, rate structure alternatives and equitable cost recovery methods; and

WHEREAS, the City intends to complete a 5 year sanitary sewer capital improvement plan and rate study and revise the fees based on the updated plan by August 1, 2017; and

WHEREAS, the City has previously establish within its sanitary sewer rate structure an annual increase to address inflation, service provision and maintenance.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Molalla as follows:

Section 1. Resolution No. 2015-13 is repealed upon the effective date of this Resolution.

Section 2. The fixed fee shall be based on a rate per equivalent dwelling unit (EDU) per month. The variable fee shall be based on the per hundred cubic feet (Ccf) of winter average water consumption. Sanitary Sewer Rates and Fees are established:

**Rate Schedule thru June 30, 2017 – Sanitary Sewer
(All Residential, Commercial, and Industrial inside the City)**

All Classes	Rate	Use Charge (per 100 cubic feet)
Equivalent Dwelling Unit	\$33.76	\$3.34

**Rate Schedule Effective July 01, 2017 – Sanitary Sewer
(All Residential, Commercial, and Industrial inside the City)**

All Classes	Rate	Use Charge (per 100 cubic feet)
Equivalent Dwelling Unit	\$42.18	\$4.17

Rates for all services outside of the City limits shall be 150% of the rate schedule shown above.

Section 3. Annual inflationary adjustments for all sanitary sewer users shall be effective automatically each year on July 1 based on the published values by the Bureau of Labor Statistics Portland-Salem for All Urban Consumers (CPI-U).

Section 4. This Resolution shall be effective upon adoption and all rates and charges established herein for sanitary sewer customers shall go into effect as of dates provided in rate schedule.

Duly adopted by Molalla City Council the _____ day of _____, 2017.

Mayor, Jimmy Thompson

ATTEST the _____ day of _____, 2017

City Recorder, Sadie Cramer

RESOLUTION 2017-10

A RESOLUTION OF THE CITY OF MOLALLA, MOLALLA CITY COUNCIL MODIFYING THE SURFACE WATER UTILITY USER CHARGE METHODOLOGY

WHEREAS, Section 13.13.030 of the Molalla Municipal Code established a Surface Water Utility User Charge, and specified that the rate shall be in an amount reasonable and necessary to fund the administration, planning, design, construction, operation, maintenance and repair of the Surface Water Management System; and

WHEREAS, City Council adopted a methodology and set a user rate in Resolution 1999-11; and

WHEREAS, City Council reviewed an updated methodology at the May 24, 2017 meeting and directed City staff to bring back a Resolution modifying the Surface Water Utility User Charge Methodology at the first City Council Meeting in June.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOLALLA AS FOLLOWS:

Section 1. Resolution No. 1999-11 is repealed upon the effective date of this Resolution.

Section 2. The methodology attached hereto and incorporated herein by reference regarding the calculation of the surface Water Utility user Charge is hereby adopted.

Section 3. The Equivalent Dwelling Unit (EDU) shall be based on a local value of 2,980 square feet of impervious surface and the EDU factor shall be 1.00.

Section 4. Impervious surface factors for properties other than a single family dwelling shall be based on the square feet of impervious surface divided by one EDU and measured to the nearest one-hundredth EDU.

Section 5. The impervious surface factor shall be multiplied by the base fee to determine the monthly fee.

Section 6. The base fee shall be \$3.61 per EDU.

Section 7. Annual inflationary adjustments for all storm water users shall be effective automatically each year on July 1 based on the published values by the Bureau of Labor Statistics Portland-Salem for All Urban Consumers (CPI-U).

Section 8. This Resolution is effective upon adoption and all rates and charges established herein for storm water customers shall go into effect as of July 01, 2017.

DULY ADOPTED AND EFFECTIVE the 14th day of June, 2017, by a

vote of _____ ayes and _____ nays.

Mayor Jimmy Thompson

ATTEST this 14th day of June, 2017:

City Recorder, Sadie Cramer