CITY OF GRANTS PASS
MEETING AGENDA
January 6, 2016
6 p.m. City Council Meeting
Council Chambers - 101 N.W. "A" Street

MAYOR: Darin Fowler

CITY COUNCIL MEMBERS:

Ward 1	***Ward 2***	***Ward 3***	***Ward 4***
Northwest Area	***Northeast Area***	***Southeast Area***	***Southwest Area***
Dan DeYoung	Valarie Lovelace	Ken Hannum	Shonna Bouteller
Roy Lindsay	Rick Riker	Dennis Roler	Jim Goodwin

Invocation

Flag Salute

Roll Call

Presentation – GFOA Budget Award and North Middle School Lego Robotics Team

Elect Council President

1. PUBLIC COMMENT. This is a courtesy the Chair provides for citizens to address the Council regarding any item or issue that is not on tonight's agenda but within the City's jurisdiction. Each speaker will be given three minutes to address the Council as one body, not to individuals. Council may consider items brought up during this time later in our agenda during Matters from Mayor, Council and Staff.

   This meeting will proceed in an effective and courteous manner. Citizens and Council members will be allowed to state their positions in an atmosphere free from slander, threats, or other personal attacks. Signs or placards, outbursts of applause, campaigning for public office, or other disruptive behavior will not be tolerated. Decorum violations shall result in such persons being barred from public comment for a duration of two months.

   If you have a question regarding any government provided service or a current City policy, please contact the City Manager's office in an attempt to resolve the matter.

2. PUBLIC HEARING

Quasi-judicial

   a. Ordinance vacating the common property lines between tax lots 2230, 2231, 2232, 2233, 2234, 2235, 2236 & 2237 of map number 36-05-20-DC. **Pgs. 1-6**

Legislative

b. Ordinance amending Article 17 and Article 18 regarding the review and approval for subdivision final plats and PUD final plans. **Pgs. 7-48**

3. CONSENT AGENDA (Items included are of such routine nature or without controversy so that they may be approved with a single action).
Indicates short Staff presentation and Council comment.

a. Resolution approving the street closure 'B' Street for the March for Life event. **Pgs. 49-66**

b. Resolution designating responsible parties for ensuring compliance with the National Environmental Policy Act. **Pgs. 67-70**

c. Resolution authorizing the City Manager to enter into a contract for the Lincoln Road Half Street Improvements, a local government improvement project; Project No. TR6075. **Pgs. 71-76**

d. Motion acknowledging the receipt of the monthly and quarterly financial reports for quarter ended June 2015. **Pgs. 77-138**

e. Motion acknowledging the System Development Charge Annual Report for fiscal 2015. **Pgs. 139-148**

f. Motion approving the findings of fact Development Code Text Amendment Commercial Eating/Drinking Establishments, Social Services Facility and Transient Quarters Article 12 ~ Zoning Districts Schedule 12-2 ~ Permitted Uses and Site Plan Review Procedures Article 30 ~ Definitions. **Pgs. 149-154**

g. Motion approving the minutes of the City Council meeting of December 16, 2015. **Pgs. 155-158**

h. Motion acknowledging the minutes of the Urban Area Planning Commission meeting of November 24, 2015. **Pgs. 159-162**

i. Motion acknowledging the minutes of the PAVE meeting of October 1, 2015. **Pgs. 163-170**

j. Motion acknowledging the minutes of the Parks Advisory Board meeting of October 15, 2015. **Pgs. 171-172**

4. MATTERS FROM MAYOR, COUNCIL AND STAFF

a. Committee Liaison reports.

5. EXECUTIVE SESSION 192.660 (2) (Executive session is held to discuss one of the following subjects: (a) Employment of Public Officers, (b) Dismissal or discipline of Public Officers/Employees, (c) Public Medical Staff, (d) Labor negotiations (news media not allowed without specific permission), (e) Real property transactions-negotiations, (f) To consider information or records that are exempt by law from public inspection, (h) With city attorney re: rights/duties, current-likely litigation, (i) Performance Evaluations of Public Officers, (j) Public Investments…)

   None anticipated

6. ADJOURN

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate person with physical impairments, please notify the City Recorder's Office of any special physical or language accommodations at least 48 business hours prior to the meeting. To request these arrangements, please contact Karen Frerk, City Recorder at (541) 450.6000.

Item: Ordinance vacating the common property lines between tax lots 2230, 2231, 2232, 2233, 2234, 2235, 2236 & 2237 of map number 36-05-20-DC.

Date: January 6, 2016

SUBJECT AND SUMMARY:

This request is to vacate the common property lines between the eight parcels to create a single parcel.

RELATIONSHIP TO COUNCIL GOALS:

This supports the Council's goal of facilitating **SUSTAINABLE, MANAGEABLE GROWTH** by providing owners with the ability to better manage their property for commercial purposes.

CALL TO ACTION SCHEDULE:

The 120-day deadline for this application is March 19, 2016. Call to action schedule: March 16, 2016.

BACKGROUND:

The application is to vacate the common property line between the listed tax lots, creating a single parcel. The tax lots are located at 657, 663, 669, 675, 681, 687, 693 and 699 Vine Maple Lane in the R-3 zoning district. The tax lots (TL's 2230 - 2237) currently have foundations constructed, which will be removed prior to construction of the parking area. The new property configuration will be in compliance with the criteria contained in Section 17.112 of the Grants Pass Development Code (see Exhibit 'A'). Notice of the proposal and hearing was mailed to surrounding property owners on December 16, 2015.

COST IMPLICATION:

None.

ALTERNATIVES:

- Approve the property line vacation;
- Deny the property line vacation; or
- Deny the request and require the owner submit a property line adjustment application which involves conducting a survey and recording a final plat.

ITEM: 2.a. Ordinance vacating the common property lines between Tax Lots 2230, 2231, 2232, 2233, 2234, 2235, 2236 & 2237 of Map Number 36-05-20-DC.

Staff Report (continued):

RECOMMENDED ACTION:

It is recommended the Council approve the property line vacation.

POTENTIAL MOTION:

I move to adopt the ordinance vacating the common property lines between tax lots 2230, 2231, 2232, 2233, 2234, 2235, 2236 & 2237 of map number 36-05-20-DC.

CITY OF GRANTS PASS

657, 663, 669, 675, 681, 687, 693, 699
Vine Maple Lane

36-05-20-DC, TLs
2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237

0 5 10 20 30 40
Feet

Legend

Subject Parcel

N

EXHIBIT A

CITY OF GRANTS PASS
Parks & Community Development Dept.
101 Northwest "A" Street
Grants Pass, OR 97526
Phone: (541) 450-6060
Fax: (541) 476-9218
Web: www.grantspassoregon.gov

January 6, 2016

DISCLAIMER: The Geographic Information Systems (GIS) data made available on this map are developed and maintained by the City of Grants Pass and Josephine County. Every reasonable effort has been made to assure the accuracy of the maps and associated data.

ORDINANCE NO.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF GRANTS PASS VACATING THE COMMON PROPERTY LINE BETWEEN TAX LOTS 2230, 2231, 2232, 2233, 2234, 2235, 2236 AND 2237 OF MAP NUMBER 36-05-20-DC.

WHEREAS:

1. ORS 92.017 and Section 17.100 of the City of Grants Pass Development Code provides for the City Council to vacate the property lines separating abutting properties when the property owner requests the Council to do so; and

2. The owner of the properties contained in this ordinance has submitted an application to vacate the common property line separating these properties; and

3. The vacation of the property line will not result in a substandard condition relative to the requirements of the City of Grants Pass including the abandonment of unutilized sewer laterals and relocation of public water infrastructure including water services; and

4. The vacation of the property line is not contrary to the public health, safety, welfare and convenience or any other purpose of Article 17.

NOW, THEREFORE, THE CITY OF GRANTS PASS HEREBY ORDAINS:

Section 1. The property lines separating the above referenced parcels located at 657, 663, 669, 675, 681, 687, 693 and 699 Vine Maple Lane, City of Grants Pass, Oregon, also known as Assessor's Map 36-05-23-DC, TLs 2230, 2231, 2232, 2233, 2234, 2235, 2236 & 2237 are hereby vacated thirty (30) days from today's date pursuant to the Grants Pass Development Code. See Exhibit "1".

Section 2. The City Recorder shall cause this ordinance to be recorded with the Josephine County Clerk within thirty (30) days of its effective date.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 6th day of January, 2016.

AYES:

NAYS: **ABSTAIN:** **ABSENT:**

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of January, 2016.

_____
Darin Fowler, Mayor

ATTEST:

_____
Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney _____

EXHIBIT 1

Property Description

Description for a parcel of land situated in the Southwest Quarter of the Southeast Quarter of Section 20, Township 36 South, Range 5 West of the Willamette Meridian, Josephine County Oregon, and being more particularly described as follows:

Lots 29, 30, 31, 32, 33, 34, 35, & 36 of Maple Park Estates, Phase 1, a planned community, to the City of Grants Pass, Josephine County, Oregon, according to the official plat thereof, now of record.

Assessor's Map: 36-05-20-DC, TLs 2230, 2231, 2232, 2233, 2234, 2235, 2236 & 2237.

Item: Ordinance amending Article 17 and Article 18 regarding the review and approval for subdivision final plats and PUD final plans.

Date: January 6, 2016

SUBJECT AND SUMMARY:

Development Code Text Amendment to Article 17 Lots/Creation of Lots, Article 18 PUD, Article 2 Application Procedures and Article 3 Development Permit provide administrative review and approval for Subdivision Final Plat and PUD Final Plan that substantially conforms to Tentative Plan and Preliminary Plan.

RELATIONSHIP TO COUNCIL GOALS:

This activity contributes to the Council's goal to **FACILITATE SUSTAINABLE, MANAGEABLE GROWTH** to provide clear and consistent standards for development.

CALL TO ACTION SCHEDULE:

Call to action schedule: N/A.

BACKGROUND:

This amendment has been initiated to provide administrative review and approval for Subdivision Final Plat and PUD Final Plan that substantially conforms to Tentative Plan and Preliminary Plan.

The procedure for Subdivision Final Plat and PUD Final Plan requires a Type I-C, Director's Decision with Comment Period, prior to recording and development. The Oregon Revised Statutes do not classify the approval of a final plat or final plan as a "land use decision" or a "limited land use decision." For any final plat or final plan that substantially conforms to the approved tentative plan, the proposed amendment does not require a notice or comment period. Approval is recognized with the Director's signature on the final plat that is recorded.

The amendment also provides direction for final plats/plans that exhibit changes from the approved tentative plans. Minor changes will follow the Type I-C procedure, and final plats/plans that exhibit major changes will proceed through the same procedure as the approved tentative plan.

Overall, the proposed text amendments are to streamline the review and approval process for land use actions that are clear and objective.

ITEM: 2.b. ORDINANCE AMENDING ARTICLE 17 AND ARTICLE 18 REGARDING THE REVIEW AND APPROVAL FOR SUBDIVISION FINAL PLATS AND PUD FINAL PLANS.

Staff Report (continued):

COST IMPLICATION:

None.

ALTERNATIVES:

(1) Approve the proposal as recommended by the UAPC;
(2) Approve the proposal with revisions;
(3) Deny the request and adopt no amendment;
(4) Postpone the item indefinitely; or
(5) Postpone the item to a time certain

RECOMMENDED ACTION:

It is recommended the Council approve the attached ordinance.

POTENTIAL MOTION:

I move the Council approve the ordinance amending Article 17 Lots/Creation of Lots, Article 18 PUD, Article 2 Application Procedures and Article 3 Development Permit of the Development Code to allow administrative review and approval for subdivision final plats and PUD final plans that substantially conform to tentative and preliminary plans.

EXHIBIT 1A

CITY OF GRANTS PASS
PARKS & COMMUNITY DEVELOPMENT DEPARTMENT

DEVELOPMENT CODE TEXT AMENDMENT
SUBDIVISION FINAL PLAT & PUD FINAL PLAN
ARTICLE 17 ~ LOTS/CREATION OF LOTS
ARTICLE 18 ~ PUD
SCHEDULE 2-1 ~ APPLICATION PROCEDURES
ARTICLE 3 ~ DEVELOPMENT PERMIT PROCEDURE

STAFF REPORT – CITY COUNCIL

Procedure Type:	Type IV: Planning Commission Recommendation and City Council Decision
Project Number:	15-40500003
Project Type:	Development Code Text Amendment
Applicant:	City of Grants Pass
Planner Assigned:	Justin Gindlesperger
Application Received:	October 13, 2015
Application Complete:	October 16, 2015
Date of Staff Report:	December 2, 2015
Date of UAPC Hearing:	December 9, 2015
Date of UAPC Findings of Fact:	December 9, 2015
Date of City Council Staff Report:	December 23, 2015
Date of City Council Hearing:	January 6, 2016

I. PROPOSAL:

Development Code Text Amendment to provide administrative review and approval for Subdivision Final Plat and PUD Final Plan that substantially conforms to Tentative Plan and Preliminary Plan.

II. AUTHORITY AND CRITERIA:

Section 4.102 of the City of Grants Pass Development Code provides that the Director, Planning Commission or City Council may initiate a text amendment. The amendment has been initiated by the Director.

Section 2.062 authorizes the Planning Commission to make a recommendation to the City Council and authorize the City Council to make a final decision on an application for a Development Code Text Amendment, pursuant to the requirements of a Type IV procedure.

The text of the Development Code may be recommended for amendment and amended provided the criteria in Section 4.103 of the Development Code are met.

III. APPEAL PROCEDURE:

Section 10.060 provides the City Council's final decision to be appealed to the State Land Use Board of Appeals (LUBA) as provided in state statutes. A notice of intent to appeal must be filed with LUBA within 21 days of the Council's written decision.

IV. BACKGROUND AND DISCUSSION:

The procedure for Subdivision Final Plat and PUD Final Plan requires a Type I-C, Director's Decision with Comment Period, procedure prior to recording and development. The Oregon Revised Statutes do not classify the approval of a final plat or final plan as a "land use decision" or a "limited land use decision." For any final plat or final plan that substantially conforms to the approved tentative plan, the proposed amendment does not require a notice or comment period. Approval is recognized with the Director's signature on the final plat that is recorded.

The amendment also provides direction for final plats/plans that exhibit changes from the approved tentatives. Minor changes will follow the Type I-C procedure, and final plats/plans that exhibit major changes will proceed through the same procedure as the approved tentative plan.

Changes to the approval procedure also require changes in Schedule 2-1, Application Types, in Article 2 to identify the proper procedure type for final plat and final plan approvals. The expiration and extension of the land use approval and development in Article 3 will identify the process and timing for tentative plans, final plats/plans and development permits.

Section 17.516 is included as a clean up amendment to change the numbering for consitency with the rest of the Development Code. This change will not affect the way the Development Code is administered.

V. CONFORMANCE WITH APPLICABLE CRITERIA:

Detailed background and discussion is provided in the Planning Commission Findings of Fact and Minutes from the December 9, 2015 public hearing.

VI. RECOMMENDATION:

The Urban Area Planning Commission finds the applicable criteria are satisfied and **RECOMMENDS APPROVAL** of the proposed Development Code to the City Council.

VII. CITY COUNCIL ACTION:

A. Positive Action: Recommend approval of the request:
   1. as submitted and recommended by the Planning Commission.
   2. as modified by the City Council (list):

B. Negative Action: Recommend denial of the request for the following reasons (list):

C. Postponement: Continue item
1. indefinitely.
2. to a time certain.

NOTE: The application is not subject to the 120 day requirement per ORS 227.178.

VIII. INDEX TO EXHIBITS:

1. Planning Commission Findings of Fact and Attached Record:

Index to Exhibits:

A. UAPC Staff Report

1. Mark up text for Article 2, Schedule 2-1
2. Mark up text for Article 3
3. Mark up text for Article 17:
   a. Section 17.420
   b. Section 17.415
   c. Section 17.516
4. Mark up text for Article 18:
   a. Sections 18.034 & 18.040
   b. Section 18.060

B. Minutes from December 9, 2015 UAPC Hearing

C. PowerPoint Presentation

CITY OF GRANTS PASS
PARKS & COMMUNITY DEVELOPMENT DEPARTMENT

DEVELOPMENT CODE TEXT AMENDMENT
SUBDIVISION FINAL PLAT & PUD FINAL PLAN
ARTICLE 17 ~ LOTS/CREATION OF LOTS
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FINDINGS OF FACT - URBAN AREA PLANNING COMMISSION

Procedure Type:	Type IV: Planning Commission Recommendation and City Council Decision
Project Number:	15-40500003
Project Type:	Development Code Text Amendment
Applicant:	City of Grants Pass
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Date of UAPC Hearing:	December 9, 2015
Date of Findings Signed:	December 9, 2015

I. PROPOSAL:

Development Code Text Amendment to provide administrative review and approval for Subdivision Final Plat and PUD Final Plan that substantially conforms to Tentative Plan and Preliminary Plan.

II. AUTHORITY AND CRITERIA:

Section 4.102 of the City of Grants Pass Development Code provides that the Director, Planning Commission or City Council may initiate a text amendment. The amendment has been initiated by the Director.

Section 2.062 authorizes the Planning Commission to make a recommendation to the City Council and authorize the City Council to make a final decision on an application for a Development Code Text Amendment, pursuant to the requirements of a Type IV procedure.

The text of the Development Code may be recommended for amendment and amended provided the criteria in Section 4.103 of the Development Code are met.

III. APPEAL PROCEDURE:

Section 10.060 provides the City Council's final decision to be appealed to the State Land Use Board of Appeals (LUBA) as provided in state statutes. A notice of intent to appeal must be filed with LUBA within 21 days of the Council's written decision.

Article 3 will identify the process and timing for tentative plans, final plats/plans and development permits.

Section 17.516 is included as a clean up amendment to change the numbering for consitency with the rest of the Development Code. This change will not affect the way the Development Code is administered.

VII. FINDINGS IN CONFORMANCE WITH APPLICABLE CRITERIA:

The text of the Development Code may be recommended for amendment and amended provided that all of the following criteria of Section 4.103 of the Development Code are met.

CRITERION 1: The proposed amendment is consistent with the purpose of the subject section and article.

Planning Commission Response: Satisfied. The proposed amendments are consistent with the purpose of Article 17 and Article 18. For any Subdivision Final Plat or PUD Final Plan that substantially conforms to the approved tentative plans, the proposal will provide administrative review and approval procedure. The amendment also provides direction for final plats/plans that exhibit changes from the approved tentatives. Minor changes will follow the Type I-C procedure, and final plats/plans that exhibit major changes will proceed through the same procedure as the approved tentative plan.

CRITERION 2: The proposed amendment is consistent with other provisions of this code.

Planning Commission Response: Satisfied. The proposed text amendments will streamline the process for any Final Plat or Final Plan that substantially conforms to the approved tentative plan and includes a process for plans that propose modifications. These changes will not substantially change the code and the revised Sections will remain consistent with other provisions of the code.

CRITERION 3: The proposed amendment is consistent with the goals and policies of the Comprehensive Plan, and most effectively carries out those goals and policies of all alternatives considered.

Planning Commission Response: Satisfied. The proposed changes are consistent with Element 13, Land Use, of the Comprehensive Plan. The proposed amendments attempt to streamline the review process and provide procedures for land use actions that are clear, objective and non-arbitrary, pursuant to 13.4.2 and 13.4.3 of the Comprehensive Plan.

Most Effective Alternative

The alternative to approving the proposal is to retain the existing process for review and approval of Subdivision Final Plat and PUD Final Plan. The proposed amendments more effectively carry out the goals and policies stated above.

CRITERION 4: The proposed amendment is consistent with the functions, capacities, and performance standards of transportation facilities identified in the Master Transportation Plan.

Planning Commission Response: Satisfied. The proposed amendment is not expected to affect the functions, capacities, or performance standards of transportation facilities identified in the Master Transportation Plan (MTP).

VIII. RECOMMENDATION:

The Urban Area Planning Commission recommends that the City Council **APPROVE** the proposed Development Code text amendments, as presented in the staff report.

IX. FINDINGS APPROVED BY THE URBAN AREA PLANNING COMMISSION this 9th day of December, 2015.

Gerard Fitzgerald, Chair

CITY OF GRANTS PASS
PARKS & COMMUNITY DEVELOPMENT DEPARTMENT

DEVELOPMENT CODE TEXT AMENDMENT
SUBDIVISION FINAL PLAT & PUD FINAL PLAN
ARTICLE 17 ~ LOTS/CREATION OF LOTS
ARTICLE 18 ~ PUD
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STAFF REPORT - URBAN AREA PLANNING COMMISSION

Procedure Type:	Type IV: Planning Commission Recommendation and City Council Decision
Project Number:	15-40500003
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Applicant:	City of Grants Pass
Planner Assigned:	Justin Gindlesperger
Application Received:	October 13, 2015
Application Complete:	October 16, 2015
Date of Staff Report:	December 2, 2015
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I. PROPOSAL:

Development Code Text Amendment to provide administrative review and approval for Subdivision Final Plat and PUD Final Plan that substantially conforms to Tentative Plan and Preliminary Plan.

II. AUTHORITY AND CRITERIA:

Section 4.102 of the City of Grants Pass Development Code provides that the Director, Planning Commission or City Council may initiate a text amendment. The amendment has been initiated by the Director.

Section 2.062 authorizes the Planning Commission to make a recommendation to the City Council and authorize the City Council to make a final decision on an application for a Development Code Text Amendment, pursuant to the requirements of a Type IV procedure.

The text of the Development Code may be recommended for amendment and amended provided the criteria in Section 4.103 of the Development Code are met.

III. APPEAL PROCEDURE:

Section 10.060 provides the City Council's final decision to be appealed to the State Land Use Board of Appeals (LUBA) as provided in state statutes. A notice of intent to appeal must be filed with LUBA within 21 days of the Council's written decision.

EXHIBIT 1

IV. BACKGROUND AND DISCUSSION:

The procedure for Subdivision Final Plat and PUD Final Plan requires a Type I-C, Director's Decision with Comment Period, procedure prior to recording and development. The Oregon Revised Statutes do not classify the approval of a final plat or final plan as a "land use decision" or a "limited land use decision." For any final plat or final plan that substantially conforms to the approved tentative plan, the proposed amendment does not require a notice or comment period. Approval is recognized with the Director's signature on the final plat that is recorded.

The amendment also provides direction for final plats/plans that exhibit changes from the approved tentatives. Minor changes will follow the Type I-C procedure, and final plats/plans that exhibit major changes will proceed through the same procedure as the approved tentative plan.

Changes to the approval procedure also require changes in Schedule 2-1, Application Types, in Article 2 to identify the proper procedure type for final plat and final plan approvals. The expiration and extension of the land use approval and development in Article 3 will identify the process and timing for tentative plans, final plats/plans and development permits.

Section 17.516 is included as a clean up amendment to change the numbering for consitency with the rest of the Development Code. This change will not affect the way the Development Code is administered.

V. CONFORMANCE WITH APPLICABLE CRITERIA:

The text of the Development Code may be recommended for amendment and amended provided that all of the following criteria of Section 4.103 of the Development Code are met.

CRITERION 1: The proposed amendment is consistent with the purpose of the subject section and article.

Staff Response: Satisfied. The proposed amendments are consistent with the purpose of Article 17 and Article 18. For any Subdivision Final Plat or PUD Final Plan that substantially conforms to the approved tentative plans, the proposal will provide administrative review and approval procedure. The amendment also provides direction for final plats/plans that exhibit changes from the approved tentatives. Minor changes will follow the Type I-C procedure, and final plats/plans that exhibit major changes will proceed through the same procedure as the approved tentative plan.

CRITERION 2: The proposed amendment is consistent with other provisions of this code.

Staff Response: Satisfied. The proposed text amendments will streamline the process for any Final Plat or Final Plan that substantially conforms to the approved tentative plan and includes a process for plans that propose modifications. These

changes will not substantially change the code and the revised Sections will remain consistent with other provisions of the code.

CRITERION 3: The proposed amendment is consistent with the goals and policies of the Comprehensive Plan, and most effectively carries out those goals and policies of all alternatives considered.

Staff Response: Satisfied. The proposed changes are consistent with Element 13, Land Use, of the Comprehensive Plan. The proposed amendments attempt to streamline the review process and provide procedures for land use actions that are clear, objective and non-arbitrary, pursuant to 13.4.2 and 13.4.3 of the Comprehensive Plan.

Most Effective Alternative

The alternative to approving the proposal is to retain the existing process for review and approval of Subdivision Final Plat and PUD Final Plan. The proposed amendments more effectively carry out the goals and policies stated above.

CRITERION 4: The proposed amendment is consistent with the functions, capacities, and performance standards of transportation facilities identified in the Master Transportation Plan.

Staff Response: Satisfied. The proposed amendment is not expected to affect the functions, capacities, or performance standards of transportation facilities identified in the Master Transportation Plan (MTP).

VI. RECOMMENDATION:

Staff recommends the Urban Area Planning Commission recommend that the City Council **APPROVE** the proposed amendments, as presented in the Exhibits 1, 2, 3 & 4.

VII. PLANNING COMMISSION ACTION:

A. Positive Action: Recommend approval of the request:
   1. as submitted.
   2. as modified by the Planning Commission (list):

B. Negative Action: Recommend denial of the request for the following reasons (list):

C. Postponement: Continue item
   1. indefinitely.
   2. to a time certain.

NOTE: The application is not subject to the 120 day requirement per ORS 227.178.

VIII. INDEX TO EXHIBITS:

1. Mark up text for Article 2, Schedule 2-1
2. Mark up text for Article 3
3. Mark up text for Article 17:
   a. Section 17.420
   b. Section 17.415
   c. Section 17.516
4. Mark up text for Article 18:
   a. Sections 18.034 & 18.040
   b. Section 18.060

[8] Schedule 2-1. Application Procedures

Application Type	Development Code Section	Procedure Type										
		Type I-EX	Type I-AU	Type I-A	Type I-B	Type I-C	Type I-D	Type II	Type III	Type IV-A	Type IV-B	Type V
14. Subdivision ~~Tentative Plan~~	~~17.410~~ Article 17											
a. Tentative Plan (<= 9 lots)	17.410							✓-p				
b. Tentative Plan (>= 10 lots)	17.410								✓-p			
c. Final Plat	17.420	✓										
15. ~~Subdivision~~ Modification to Final Plat	17.~~420~~ 422											
a. ~~Conforming~~ Major Modification	17.~~420~~ 422					✓	Same as for Tentative					
b. ~~Nonconforming~~ Minor Modification	17.~~420~~ 422					✓	~~Same as for Tentative~~					
21. Planned Unit Development ~~Preliminary Plan~~	Article 18											
a. Preliminary Plan In Residential Zone	Article 18								✓-p			
b. Preliminary Plan In Commercial or Industrial Zone	Article 18							✓-p				
~~22.~~c. ~~Planned Unit Development Final~~ Plan	Article 18	✓				✓						
~~23.~~ 22. ~~Planned Unit Development~~ Modification ~~or Termination~~ to Planned Unit Development Final Plan	~~Article 18~~ 18.063											
a. Major Modification	18.063						Same as for Tentative					
b. Minor Modification	18.063					✓						

EXHIBIT 1

3.075. Expiration and Extension of Land Use Approval

3.076. Expiration of Land Use Approval

(1) Tentative/Preliminary Plans. Expiration of a land use approval for a tentative plan shall be governed by Article 17: Section 17.213 for Property Line Adjustments, Section 17.313 for Partitions, ~~and~~ Section 17.415 for Subdivisions, and Section 18.046 for Planned Unit Development.

(2) All Other Applications. Except as provided in Subsection (1), a land use approval shall expire 18 months from the effective date of the decision, unless:

3.077. Extension of Land Use Approval

(1) Tentative/Preliminary Plans. Extension of a land use approval for a tentative plan shall be governed by Article 17: Section 17.213 for Property Line Adjustments, Section 17.313 for Partitions, ~~and~~ Section 17.415 for Subdivisions, and Section 18.046 for Planned Unit Development.

(2) All Other Applications. The Director may grant up to two extensions of the land use approval of six months each, in accordance with the provisions of this Section. The Director may grant an extension for less than six months if there are reasons a six month extension would be contrary to the purposes of this Code.

[3]3.090 Development Permits

3.091 Development Permit Required.

3.092 Development Permit Expiration.

(1) Tentative/Preliminary Plans. Expiration of a Development Permit for a tentative plan shall be governed by Article 17: Section 17.213 for Property Line Adjustments, Section 17.313 for Partitions, ~~and~~ Section 17.415 for Subdivisions, and Section 18.046 for Planned Unit Development.

(2) All Other Development Activities. For all other activities, all development permits shall expire 18 months from the date of issuance, unless an extension has been granted as provided in Section 3.093.

EXHIBIT 2

3.093 Development Permit Extension.

(1) Tentative/Preliminary Plans. Extension of a Development Permit for a tentative plan shall be governed by Article 17: Section 17.213 for Property Line Adjustments, Section 17.313 for Partitions, ~~and~~ Section 17.415 for Subdivisions, and Section 18.046 for Planned Unit Development.

(2) All Other Development Activities. A development permit shall expire upon the expiration date shown on the permit unless:

17.420 Final Subdivision Plat

[13]17.421 Standards for Approval. ~~When a final subdivision plat is received, the Director shall determine whether or not the final plat substantially conforms with the approved tentative plan.~~ If the final plat substantially conforms to the approved tentative plan, it shall be reviewed through a non-discretionary, administrative the procedure ~~specified in Schedule 2-1. If the final plat does not substantially conform to the approved tentative plan, then the final plat shall be reviewed using the same review procedure that the tentative plan required.~~ The decision of the Director is final and is indicated through a signature on the final plat.

17.422 Modification to Final Plat. The applicant may petition for modification of the approved tentative plan.

(1) Major Modification. When modification to an approved tentative plan is determined to be a Major Modification the final plat shall be reviewed using the same review procedure that the tentative plan required. A Major Modification constitutes one or more of the following:

(a). An increase in the density of the development.

(b). Modifications or changes to the proposed utility plan. Changes must conform to the adopted utility plans and the requirements of Article 28.

(c). Modifications or changes to the proposed street plan. Changes must conform to the adopted street plans and the requirements of Article 27.

(2) Minor Modification. A minor modification to an approved tentative plan, such as phasing the development, may be made by the Director provided the Director determines the modification does not constitute a major modification.

[7]17.~~422~~423 ~~Criteria Approval Standards for Final Plat Approval.~~

(1) The approved tentative plan shall be considered to have met the requirements outlined in the approval for the tentative plan if it meets all of the following:

~~(a). (1)~~ A letter has been submitted by the Responsible Engineer stating he/she supervised the grading and construction for the entire parcel and individual lots and the grading and construction was completed according to approved plans.

~~(b). (2)~~ All water, sewer and storm facilities have been installed, tested and tentatively approved per the approved plans. The final

EXHIBIT 3.a

testing and acceptance of the water, sewer and storm facilities may be secured per Article 29.

(c). ~~(3)~~ ——All street facilities have either been installed, tested and accepted per the approved plans, or security has been posted per Article 29.

~~(d). (4)~~ ——Not withstanding Article 29 regarding Security, construction of all remaining improvements not including sidewalks and tree planting if required, shall be completed within seven months of the recording of the final plat. Occupancy of homes shall not be permitted until all public improvements have been installed, tested, and accepted by the City, and final inspection of the home has occurred.

(e). ~~(5)~~ ——A tree re-vegetation plan has been submitted and approved in accordance with Section 11.060.

(2) [8]~~17.423~~ Plat Requirements. After completing the requirement for tentative subdivision plan approval, the applicant shall submit a final plat and ten (10) prints to the Director. The plat shall be prepared by a registered professional land surveyor and shall contain the following:

(a). ~~(1)~~ ——The plat shall be 18 inches x 24 inches. No part of the drawing shall be nearer to the edge of the sheet than one inch.

(b). ~~(2)~~ ——All requirements of ORS 209.250 and ORS 92 and any other applicable state or federal regulations.

(c). ~~(3)~~ ——Any dedications or changes required as part of tentative plan approval. Dedications shall be done in accordance with applicable local or state laws.

~~(d).~~ (4) ——When a future development plan is required, a note stating that development of the property is subject to the conditions of such plan.

(e). ~~(5)~~ ——Any plat notes, restrictions, notices, and special conditions that was required to be placed on the final plat as part of tentative plan approval. The review body shall not require that the plat show graphically any information or requirement that is or may be subject to administrative change or variance.

(f). ~~(6)~~ ——Statement or certifications verifying the source of water and sewage disposal in accordance with ORS 92.090.

(g).~~(7)~~ ——As a separate document, a land division guarantee from a title company.

[9]17.424 Signatures on a Final Subdivision Plat.

(1) The surveyor who prepared the plat, the property owner(s), and all other parties required to sign under ORS Chapter 92 shall sign the plat.

(2) The City or County Surveyor shall sign to verify compliance with applicable survey laws of the State of Oregon.

(3) The City Finance Department shall sign to verify that all financial obligations on the property have been met.

(4) The Director of any special district shown on the final plat or any other official required by law shall sign the plat or provide certifications as required by law.

(5) The Director may sign the final plat if the final plat is in conformity with the approved tentative plan, and when all conditions of tentative plan approval have been met.

(6) The County Assessor shall sign certifying that all taxes on the property have been paid or bonded for in accordance with state law.

(7) Following (5) above, the Chairperson or the Board of County Commissioners shall sign.

(8) All signatures shall be in black permanent India type ink.

[10]17.425 Filing an Approved Final Subdivision Plat. The applicant shall file the approved original subdivision plat as per ORS 92.120. After recording, the applicant shall also file one print with the Director.

[13]17.426 Expiration of Final Subdivision Plat. The approved final plat shall become null and void if not filed and recorded with the County Recorder within 30 days from the date the Director signs the plat.

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[i] Revised 5-31-97
[ii] Added 5-31-97
[8] Revised 5-31-97
[9] Revised 11-15-95
[10] Revised 11-15-95
[11] Revised 9-4-02
[12] Revised by Ordinance 5240 Adopted 6/21/04
[13] Revised by Ordinance 5285 Adopted 4/20/05
[14] Revised by Ordinance 5333 Adopted 1/18/06
15 Revised by Ordinance 5567 Adopted 1/16/2013

[13]17.415 Expiration and Extension of Tentative Subdivision Plan.

(1) Expiration. Except as provided in Section 17.416 for a phased development, within ~~18~~ 24 months following the effective date of the written decision approving a tentative plan, the applicant shall fulfill all conditions necessary for a development permit, obtain a development permit, fulfill all conditions of tentative plan approval necessary to file the final plat, and submit the final plat ~~application~~and all required documents for final approval, ~~including the plat and all required documents~~. For a phased development, the applicant shall obtain a development permit, complete construction, and file the final plat for each phase in accordance with the approved phasing schedule.

(2) Extension. The Director may, upon written request by the applicant, grant up to two extensions of the expiration date of six months each. Upon granting such an extension, the Director shall make written findings that the facts upon which the approval was based have not changed to an extent sufficient to warrant refiling of the tentative plan and that no other development approval would be affected.

EXHIBIT 3.6.

[14]17.516 Commercial Properties. Any modification to a commercial property through a property line vacation, property line adjustment, partition, or subdivision shall address the following:

~~(a)~~(1) The applicant has demonstrated the property configuration does not preclude development in accordance with Article 20, including the building orientation standards.

~~(b)~~(2) The applicant has demonstrated the property configuration meets public street block length and perimeter standards of Articles 17 and 27, and has provided right-of-way and public street and pedestrian way improvements as necessary to meet these standards.

~~(c)~~(3) The applicant has provided, or revised as necessary, vehicular, pedestrian, and bicycle easements on and between properties to meet the connectivity requirements of Article 27.

~~(d)~~(4) When required by the Director, the applicant has provided a conceptual site plan to demonstrate the property configuration will enable development in compliance with the provisions of this Code.

~~(e)~~(5) Conditions relating to the issues in this section may be imposed as part of the decision as may be necessary to enable future coordinated development of the properties in accordance with the provisions of this Code.

EXHIBIT 3.c.

18.034 Appeals. The Final Action of the ~~Hearings Officer or Planning Commission on either the Preliminary or Final Plan review body~~ may be appealed as provided in ~~Section 10.040 or 10.050~~Article 10 of this Code.

18.040 Preliminary Plan Review and Action

18.041 [No changes proposed].

18.042 [No changes proposed]

[2]18.043 [No changes proposed]

18.044 [No changes proposed].

~~18.045 Appeals. The final action of the Director or the Planning Commission may be appealed as provided in Sections 10.030 or 10.040.~~

18.046 Expiration and Extension of Preliminary Plan.

(1) Expiration. Except as provided in Section 18.047 for phased development, within ~~18~~ 24 months following the effective date of approval of a Preliminary Plan, the Final Plan shall be submitted to the Director and shall incorporate any modification or condition required by the approval of the Preliminary Plan.

(2) Extension.. The Director may, upon written request by the applicant, grant an extension of the expiration date of up to six months. Upon granting such an extension, the Director shall make written findings that the facts upon which the approval was based have not changed to an extent sufficient to warrant re-filing of the Preliminary Plan and that no other development approval would be affected.

18.047 [No changes proposed]

EXHIBIT 4.a.

18.060 Final Plan Review and Action

18.061 ~~Complete Submittal~~Standards for Approval. ~~Prior to review of the Final Plan, a complete application must be accepted by the Director, as provided in Section 3.050 of this Code.~~ Within 24 months of Preliminary Plan approval, or not later than the extension date authorized by the Director, a Final Plan shall be submitted to the Director for review. Within 25 days of submission, the Director shall determine whether the Final Plan conforms to the approved Preliminary Plan and conditions, and conforms with the applicable requirements of this Code. If the Final Plan substantially conforms to the approved Preliminary Plan, it shall be reviewed through a non-discretionary, administrative procedure.

~~18.062 Determining Review Procedure. Within 18 months of Preliminary Plan approval, or not later than the extension date authorized by the Director, a Final Plan shall be submitted to the Director for review. Within 25 days of submission, the Director shall determine whether the Final Plan conforms to the approved Preliminary Plan and conditions, and conforms with the applicable requirements of this Code. If the Director determines that the Plan fails to conform, then the applicant shall be advised and afforded an opportunity to make corrections. When the Final Plan is found to conform, the Plan shall be processed for approval under the Type I procedure. If the Final Plan, even if revised, fails to conform, the Plan shall be processed using the same procedure type as the preliminary plan.~~

18.062 Modification of the Final Plan. When Final Plan fails to conform to the Preliminary Plan, the applicant may petition for a modification.

(1) Major Modification. When modification to an approved Preliminary Plan is determined to be a Major Modification, the Final Plan shall be reviewed using the same review procedure that the preliminary plan required. A Major Modification constitutes one or more of the following:

a. An increase in the density of the development.

b. Modifications or changes to the proposed utility plan. Changes must conform to the adopted utility plans and the requirements of Article 28.

c. Modifications or changes to the proposed street plan. Changes must conform to the adopted street plans and the requirements of Article 27.

d. Modifications or changes that enlarge the boundaries of the approved plan or the general location or amount of land devoted to a specific land use, including open space.

EXHIBIT 4.6.

(2) Minor Modification. A minor modification to an approved preliminary plan may be made by the Director provided the Director determines the modification does not constitute a major modification.

18.063 Criteria for Approval. The ~~Director or Planning Commission shall~~decision to approve or deny the ~~request~~ Final Plan shall be based upon the following criteria:

(1) Conformance with the approved Preliminary Plan.

(2) Compliance with conditions of approval.

(3) Adoption of proposed Future Street Plan by the governing body, or conformance with the Official Street Map or previously adopted Street Plan.

~~18.064 Appeals. The final action of the Director or the Planning Commission may be appealed as provided in Sections 10.030 or 10.040 of this Code.~~

18.~~065~~064 Agreement to Meet Conditions. As part of the approving action, the developer must demonstrate to the satisfaction of the review body that all required offsite and onsite improvements and conditions of approval have been satisfied or guaranteed in accordance with the provisions of Article 28, Utility Standards

18.~~066~~065 Filing an Approved Final Plat as Part of a PUD. If a subdivision of land is included as a part of the PUD, and after obtaining all required approvals and signatures as provided in Section 17.225, the applicant shall:

(1) File the Map or Plat with the County Clerk within 30 days. Failure to file within 30 days will render the Final Plat null and void, and will require resubmission of the Preliminary Plat to the Planning Commission.

(2) Immediately after Final Plat approval, file a report with the Real Estate Division, Department of Commerce, State of Oregon, pursuant to ORS Chapter 92.

(3) File copy of survey with the County Surveyor and City Engineer.

18.~~067~~066 Filing Approved Final Plan. Within 30 days of final approval of the Final Plan, if units of ownership not involving the subdivision or partitioning of land

are to be offered for sale, the applicant shall file a report with the Real Estate Division, Department of Commerce, State of Oregon, pursuant to ORS 92. Failure to file within 30 days shall render the Final Plan null and void, and will require resubmission of the Preliminary Plan to the review body.

URBAN AREA PLANNING COMMISSION

MEETING MINUTES

December 9, 2015 – 6:00 P.M.

Council Chambers

1. **ROLL CALL:**

The Urban Area Planning Commission met in regular session on the above date with Chair Gerard Fitzgerald presiding. Vice Chair Jim Coulter and Commissioners Lois MacMillan, Blaire McIntire, and David Kellenbeck were present. Commissioners Loree Arthur and Dan McVay were absent and there was one vacant position. Also present and representing the City was Parks & Community Development (hereafter: PCD) Director Lora Glover, Senior Planner Joe Slaughter, and Associate Planner Justin Gindlesperger. City Council Liaison Rick Riker was present as well.

2. **ITEMS FROM THE PUBLIC:** None

3. **PUBLIC HEARINGS:**

   a. 15-40500003 – Development Code Text Amendment Subdivision Final Plat & PUD Final Plan

      - Article 17 – Lots/Creation of Lots
      - Article 18 – PUD
      - Schedule 2-1 – Application Procedures
      - Article 3 – Development Permit Procedure

Chair Fitzgerald stated, at this time I will open the public hearing to consider Application 15-40500003. We will begin the hearing with a staff report followed by any public comment. Then, we will discuss it as Commissioners and make our decision whether to recommend to the Council. Is there anyone present who wishes to challenge the authority of the Commission to consider this matter? Seeing none do any Commissioners wish to abstain from participating in this hearing or declare a potential conflict of interest? Since this is a legislative hearing you'd have to go a way for that. Ex parte doesn't apply either since this is legislative. In this hearing the decision of the Commission will be based on specific criteria and all testimony and evidence will be directed toward those criteria. The criteria which apply in this case are noted in the staff

EXHIBIT B to UAPC Findings of Fact

report. It is important to remember if you fail to raise an issue with enough detail to afford the Commission and the parties an opportunity to respond to the issue you'll not be able to appeal to the Land Use Board of Appeals based on that issue. The hearing will now proceed with a report from staff.

Associate Planner Gindlesperger stated, tonight we will hear about subdivision final plat and PUD final plan and the changing of the process for the final approvals for those. Currently our process requires after a tentative plat is approved there is a separate land use process. It typically goes through a director's decision with a comment period. If there are modifications to that tentative plat when they come in for final plat it requires they go back through the same process the tentative plat went through. For example, if a subdivision came before you and then, when they went to final plat they made some sort of modification the code doesn't specify, that would have to come back in front of this body. Otherwise, it would be a director's decision with comment period. The proposal is to amend that and streamline the process. There are a couple parts to that. We also changed the expiration date from 18 months to 24 months for tentative plats and plans. There is also a clean-up amendment we noticed as we went through the code in Section in Article 17.516. It was numbered incorrectly so we want to provide consistency with the numbering. We're trying to streamline the process. It will provide an administrative review for final plats and PUD final plans. In order to qualify for that administrative review it has to substantially conform to the tentative plan. It pretty much has to be the same. The other thing we are trying to do here is provide a process for and differentiate between the types of modifications. A minor modification, something between a tentative plat and the final plat, if they decide to phase it, something minor like that, then if would have to go back through the director's decision with comment period. That is the Type 1-C process. Major changes, such as to the utility plans, street plans, density, etc., would be a major modification and that would have to come back through the same process. For example, a 10-lot subdivision that would typically come before you here, if they change the density or change the street or utility plan, that would come back before you. Again, the timing for the expiration, because we're removing that additional land use approval process the current code reads it is 18 months for tentative plan to go to final plat so it would add 6 months to that. It would allow them an additional 6 months to get all their documentation and meet all the requirements in order to file a final plat for approval. Again, changing the numbering of that section there in Article 17, but it won't change the administration of that. It will just make it consistent with the rest of the code. The effect of this, again, is to streamline that process. The Oregon Revised Statutes do not

consider approval of a final plat a "land use decision". If it has clear and objective standards it doesn't qualify as a land use decision so something that doesn't change from tentative plat to final plat could be an administrative review and administrative approval. Establishing the two processes for the modifications and clarify that timing – add some additional time between tentative plat and final plat. This is a Type 4 procedure so your decision tonight is a recommendation to City Council. The 120-day rule does not apply to this decision. That is all I have so if you have any questions I'm free to answer them.

Commissioner MacMillan stated, on 18.034 on page 12, Exhibit 4A – I'm not understanding the appeals process. It says the final action of the review body. Which review body because you crossed out the Hearings Officer and Planning Commission?

Associate Planner Gindlesperger stated, that would depend on if they have any modifications. If you look at Article 2 on page 5, some of those modifications change so it could be the director, it could be the Hearings Officer, or it could be the Planning Commission. It depends on how the tentative plan was approved. If the Hearings Officer approved the tentative plan and then they did major modifications then it would have to go back to the Hearings Officer. If it was the Planning Commission then it would come back to the Planning Commission. Instead of listing all the review bodies we want to change it to "the review body" and that is consistent with the rest of the code.

Chair Fitzgerald stated, if you would please look at page 15 referencing 18.063 Criteria for Approval. I was wondering if the changes should read "approval or denial"?

Associate Planner Gindlesperger stated, it says "the decision to approve or deny" – the copy is a little bad.

Chair Fitzgerald asked, have we looked at how we are going to integrate CC&Rs if they are part of the conditions of approval? We ran into that before where we had CC&Rs that were a condition of approval and then later on we had where they did away with all of it. What will insure in a PUD that the criteria that has been set down in the conditions of approval if they are future what is going to maintain them if we don't integrate the CC&Rs as part of the findings of fact?

PCD Director Glover stated, realistically the way the tentative plan process was set up we have our lists A, B, and C. On the A list is always the revisions, the corrections, and the additional things they need to add. The B list is to go out and do that. The C list was technically the final plat list. Those CC&R requirements should have always been in the C list. When we were coming back over and redoing the final plat process we would lift those conditions and pull them in. They should always have been there. Now you might focus a little more on that C list. We will explain that more later on. We did have the ability to catch something at the final plat process when we took it through the director's decision, but it also left the developer vulnerable for another appeal. We also wanted to make sure we didn't have a situation where he didn't know he was going to have to do something extensive. As an example, not to pick on them, but with GPID sometimes we would get additional comments or conditions in the final plat process that hadn't been discussed in the tentative. It is really at the tentative that the applicant and staff need to be able to address those so we're not piling on additional conditions at the later date because it can be a deal killer sometimes. Then, they're so financially involved in the process they are stuck and have to go through and do something that had not been put on the table the first time. Council has directed us to streamline our processes and so we feel this is a good balance in doing that and in letting the developer know what he is going to have to deal with in the future.

Chair Fitzgerald asked, (inaudible) the idea that these CC&Rs will be integrated in a position to ensure that the conditions for future will actually (inaudible)?

PCD Director Glover stated, yes, and especially with a PUD. They have to have the CC&Rs for a PUD along with all of the other legal documents. They don't necessarily have to have them for a subdivision.

Chair Fitzgerald asked, right, but this is under 18, which is final plan, which is basically applicable to PUDs, right?

PCD Director Glover stated, yes, we will bring it all into that.

Chair Fitzgerald asked, are you all comfortable with that? Any other questions for Justin? Now we will open the hearing to anyone from the public that would like to comment. Since we don't have any we will close the public portions and turn it over to the Commission.

MOTION/VOTE

Commissioner MacMillan moved and Commissioner McIntire seconded the motion to recommend approval to City Council of Application 15-40500003 as presented. The vote resulted as follows: "AYES": Chair Fitzgerald and Vice Chair Coulter and Commissioners MacMillan, Kellenbeck, and McIntire. "NAYS": None. Abstain: None. Absent: Commissioners Arthur and McVay. The motion passed.

4. **CONSENT AGENDA:**
   a. **MINUTES:** November 24, 2015
   b. **FINDINGS OF FACT:**

      15-40500003 – Development Code Text Amendment Subdivision Final Plat & PUD Final Plan

      - Article 17 – Lots/Creation of Lots
      - Article 18 – PUD
      - Schedule 2-1 – Application Procedures
      - Article 3 – Development Permit Procedure

MOTION/VOTE

Commissioner Kellenbeck moved and Commissioner MacMillan seconded the motion to approve the consent agenda as submitted. The vote resulted as follows: "AYES": Chair Fitzgerald and Vice Chair Coulter and Commissioners MacMillan, Kellenbeck, and McIntire. "NAYS": None. Abstain: None. Absent: Commissioners Arthur and McVay. The motion passed.

5. **OTHER ITEMS/STAFF DISCUSSION:**

PCD Director Glover stated, thank you for allowing us to flip the consent agenda as that relieves us of having to have another meeting in December. I believe we have something scheduled in January. Strategic planning and goal setting will be coming up for City Council January 14-16. At some point in that the different committee will be giving presentations. I'll be preparing your PowerPoint presentation for you of some of the goals/items we've discussed. I have a feeling it will be fairly short. We are going to add to yours some of the Community Development Block Grant discussion as we go into action year 2. Also, maybe the small manufacture crafting discussion we had the open house series and meetings for, wrapping in whether we want to

move forward on a crafter's type of text amendment to allow a little more mixed-use downtown. We will be discussing that with you. We will get that presentation ready for you to review online if we don't have a meeting before then. Also, City Council will be selecting new committee and commission members at their December 16th meeting.

Commissioner MacMillan asked, you have three applicants?

PCD Director Glover stated, I believe we have two.

Commissioner MacMillan asked, do you know who they are?

PCD Director Glover stated, one is Rob Wiggin, a former engineer and the other one is a local realtor, but I don't remember her name. We have two viable candidates.

6. ITEMS FROM COMMISSIONERS:

Chair Fitzgerald stated, I would like to thank Mr. Coulter for doing a great job and the Commission for making me feel completely parenthetic, which is good, as apparently I don't need to be here at all. I thank you. If I caused anyone any inconvenience, I apologize. Have a wonderful Christmas.

7. ADJOURNMENT:

Chair Fitzgerald adjourned the meeting at 7:20 P.M.

_____ _____

Gerard Fitzgerald, Chair Date
Urban Area Planning Commission

These minutes were prepared by contracted minute taker, Becca Quimby.

City of Grants Pass

Subdivision Final Plat and PUD Final Plan
Development Code Text Amendment
File No. 15-40500003

December 09, 2015
Parks and Community Development
Justin Gindlesperger, Associate Planner

Proposed Text Amendment

- The proposed amendment would:
  - Change the procedure for approval of Subdivision Final Plat and PUD Final Plan
  - Provide direction for plats/plans that exhibit changes from the approved tentative plans
  - Amend expiration of subdivision and PUD approvals
  - Change numbering in Section 17.516 for consistency with remainder of Code

EXHIBIT C
to UAPC Findings of Fact

Purpose of proposed amendment

- Change the procedure for approval of Subdivision Final Plat and PUD Final Plan
  - Administrative review
  - Final Plats and Final Plans must substantially conform to approved tentative plans

Purpose of proposed amendment

- Provide direction for plats/plans that exhibit changes from the approved tentative plans
  - Process reflected in Schedule 2-1, in Article 2
    - Minor Changes to approved Tentative Plan
    - Major Changes to approved Tentative Plan

Purpose of proposed amendment

- Extend the expiration for tentative subdivision and PUD plans.
  - From 18 months to 24 months
- Change the numbering in Section 17.516 for consistency with remainder of Development Code.

Effect of proposed amendment

- The proposed text amendment will:
  - Streamline approval of final plat/final plan that substantially conforms to the approved tentative plans.
  - Establish process for plans with modifications
  - Clarify the timing for expiration of tentative plans

Call to Action

- Alternatives
  - Recommend approval of the request;
  - Recommend denial of the request; or
  - Postpone the request

- Call to action date
  - December 9, 2015

(The application is not subject to the 120-day rule according to ORS 227.178(7).)

ORDINANCE NO.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF GRANTS PASS AMENDING ARTICLE 17 AND ARTICLE 18 REGARDING THE REVIEW AND APPROVAL FOR SUBDIVISION FINAL PLATS AND PUD FINAL PLANS.

WHEREAS:

1. The Grants Pass and Urbanizing Area Comprehensive Community Development Plan was adopted December 15, 1982; and
2. The ordinance amends Article 17 Lots/Creation of Lots, Article 18 PUD, Article 2 Application Procedures and Article 3 Development Permit of the Development Code to allow administrative review and approval for subdivision final plats and PUD final plans that substantially conform to tentative and preliminary plans; and
3. The proposal is consistent with the goals and policies of the Comprehensive Plan; and
4. The applicable criteria from the Development Code are satisfied, and approval of the proposal is recommended by the Urban Area Planning Commission to the City Council.

NOW, THEREFORE, THE CITY OF GRANTS PASS HEREBY ORDAINS:

Section 1. The amendment to Development Code Article 17 Lots/Creation of Lots, Article 18 PUD, Article 2 Application Procedures and Article 3 Development Permit, as set forth in Exhibit 1, is hereby adopted.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 6th day of January, 2016, with the following specific roll call vote:

AYES:

NAYS: **ABSTAIN:** **ABSENT:**

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of January, 2016.

_____
Darin Fowler, Mayor

ATTEST:

_____
Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney _____

EXHIBIT 1

[8] Schedule 2-1. Application Procedures	
	Procedure Type

Application Type	Development Code Section	Type I-EX	Type I-AU	Type I-A	Type I-B	Type I-C	Type I-D	Type II	Type III	Type IV-A	Type IV-B	Type V
14. Subdivision	Article 17											
a. Tentative Plan (<= 9 lots)	17.410							✓-p				
b. Tentative Plan (>= 10 lots)	17.410								✓-p			
c. Final Plat	17.420	✓										
15. Modification to Final Plat	17. 422											
a. Major Modification	17. 422						Same as for Tentative					
b. Minor Modification	17. 422					✓						
21. Planned Unit Development	Article 18											
a. Preliminary Plan In Residential Zone	Article 18								✓-p			
b. Preliminary Plan In Commercial or Industrial Zone	Article 18							✓-p				
c. Final Plan	Article 18	✓										
22. Modification to Planned Unit Development Final Plan	18.063											
a. Major Modification	18.063						Same as for Tentative					
b. Minor Modification	18.063					✓						

3.075. Expiration and Extension of Land Use Approval

3.076. Expiration of Land Use Approval

(1) Tentative/Preliminary Plans. Expiration of a land use approval for a tentative plan shall be governed by Article 17: Section 17.213 for Property Line Adjustments, Section 17.313 for Partitions, Section 17.415 for Subdivisions, and Section 18.046 for Planned Unit Development.

(2) All Other Applications. Except as provided in Subsection (1), a land use approval shall expire 18 months from the effective date of the decision, unless:

3.077. Extension of Land Use Approval

(1) Tentative/Preliminary Plans. Extension of a land use approval for a tentative plan shall be governed by Article 17: Section 17.213 for Property Line Adjustments, Section 17.313 for Partitions, Section 17.415 for Subdivisions, and Section 18.046 for Planned Unit Development.

(2) All Other Applications. The Director may grant up to two extensions of the land use approval of six months each, in accordance with the provisions of this Section. The Director may grant an extension for less than six months if there are reasons a six month extension would be contrary to the purposes of this Code.

[3]3.090 Development Permits

3.091 Development Permit Required.

3.092 Development Permit Expiration.

(1) Tentative/Preliminary Plans. Expiration of a Development Permit for a tentative plan shall be governed by Article 17: Section 17.213 for Property Line Adjustments, Section 17.313 for Partitions, Section 17.415 for Subdivisions, and Section 18.046 for Planned Unit Development.

(2) All Other Development Activities. For all other activities, all development permits shall expire 18 months from the date of issuance, unless an extension has been granted as provided in Section 3.093.

[13]17.415 Expiration and Extension of Tentative Subdivision Plan.

(1) Expiration. Except as provided in Section 17.416 for a phased development, within 24 months following the effective date of the written decision approving a tentative plan, the applicant shall fulfill all conditions necessary for a development permit, obtain a development permit, fulfill all conditions of tentative plan approval necessary to file the final plat, and submit the final plat and all required documents for final approval. For a phased development, the applicant shall obtain a development permit, complete construction, and file the final plat for each phase in accordance with the approved phasing schedule.

(2) Extension. The Director may, upon written request by the applicant, grant up to two extensions of the expiration date of six months each. Upon granting such an extension, the Director shall make written findings that the facts upon which the approval was based have not changed to an extent sufficient to warrant refiling of the tentative plan and that no other development approval would be affected.

17.420 Final Subdivision Plat

[13]17.421 Standards for Approval. If the final plat substantially conforms to the approved tentative plan, it shall be reviewed through a non-discretionary, administrative procedure. The decision of the Director is final and is indicated through a signature on the final plat.

17.422 Modification to Final Plat. The applicant may petition for modification of the approved tentative plan.

(1) Major Modification. When modification to an approved tentative plan is determined to be a Major Modification the final plat shall be reviewed using the same review procedure that the tentative plan required. A Major Modification constitutes one or more of the following:

(a). An increase in the density of the development.

(b). Modifications or changes to the proposed utility plan. Changes must conform to the adopted utility plans and the requirements of Article 28.

(c). Modifications or changes to the proposed street plan. Changes must conform to the adopted street plans and the requirements of Article 27.

(2) Minor Modification. A minor modification to an approved tentative plan, such as phasing the development, may be made by the Director provided the Director determines the modification does not constitute a major modification.

[7]17.423 Approval Standards for Final Plat.

(1) The approved tentative plan shall be considered to have met the requirements outlined in the approval for the tentative plan if it meets all of the following:

(a). A letter has been submitted by the Responsible Engineer stating he/she supervised the grading and construction for the entire parcel and individual lots and the grading and construction was completed according to approved plans.

(b). All water, sewer and storm facilities have been installed, tested and tentatively approved per the approved plans. The final testing and acceptance of the water, sewer and storm facilities may be secured per Article 29.

(c). All street facilities have either been installed, tested and accepted per the approved plans, or security has been posted per Article 29.

(d). Not withstanding Article 29 regarding Security, construction of all remaining improvements not including sidewalks and tree planting if required, shall be completed within seven months of the recording of the final plat. Occupancy of homes shall not be permitted until all public improvements have been installed, tested, and accepted by the City, and final inspection of the home has occurred.

(e). A tree re-vegetation plan has been submitted and approved in accordance with Section 11.060.

(2) Plat Requirements. After completing the requirement for tentative subdivision plan approval, the applicant shall submit a final plat and ten (10) prints to the Director. The plat shall be prepared by a registered professional land surveyor and shall contain the following:

(a). The plat shall be 18 inches x 24 inches. No part of the drawing shall be nearer to the edge of the sheet than one inch.

(b). All requirements of ORS 209.250 and ORS 92 and any other applicable state or federal regulations.

(c). Any dedications or changes required as part of tentative plan approval. Dedications shall be done in accordance with applicable local or state laws.

(d). When a future development plan is required, a note stating that development of the property is subject to the conditions of such plan.

(e). Any plat notes, restrictions, notices, and special conditions that was required to be placed on the final plat as part of tentative plan approval. The review body shall not require that the plat show graphically any information or requirement that is or may be subject to administrative change or variance.

(f). Statement or certifications verifying the source of water and sewage disposal in accordance with ORS 92.090.

(g). As a separate document, a land division guarantee from a title company.

[14]17.516 Commercial Properties. Any modification to a commercial property through a property line vacation, property line adjustment, partition, or subdivision shall address the following:

(1) The applicant has demonstrated the property configuration does not preclude development in accordance with Article 20, including the building orientation standards.

(2) The applicant has demonstrated the property configuration meets public street block length and perimeter standards of Articles 17 and 27, and has provided right-of-way and public street and pedestrian way improvements as necessary to meet these standards.

(3) The applicant has provided, or revised as necessary, vehicular, pedestrian, and bicycle easements on and between properties to meet the connectivity requirements of Article 27.

(4) When required by the Director, the applicant has provided a conceptual site plan to demonstrate the property configuration will enable development in compliance with the provisions of this Code.

(5) Conditions relating to the issues in this section may be imposed as part of the decision as may be necessary to enable future coordinated development of the properties in accordance with the provisions of this Code.

18.034 Appeals. The Final Action of the review body may be appealed as provided in Article 10 of this Code.

18.046 Expiration and Extension of Preliminary Plan.

(1) Expiration. Except as provided in Section 18.047 for phased development, within 24 months following the effective date of approval of a Preliminary Plan, the Final Plan shall be submitted to the Director and shall incorporate any modification or condition required by the approval of the Preliminary Plan.

(2) Extension. The Director may, upon written request by the applicant, grant an extension of the expiration date of up to six months. Upon granting

such an extension, the Director shall make written findings that the facts upon which the approval was based have not changed to an extent sufficient to warrant re-filing of the Preliminary Plan and that no other development approval would be affected.

18.060 Final Plan Review and Action

18.061 Standards for Approval. Within 24 months of Preliminary Plan approval, or not later than the extension date authorized by the Director, a Final Plan shall be submitted to the Director for review. Within 25 days of submission, the Director shall determine whether the Final Plan conforms to the approved Preliminary Plan and conditions, and conforms with the applicable requirements of this Code. If the Final Plan substantially conforms to the approved Preliminary Plan, it shall be reviewed through a non-discretionary, administrative procedure.

18.062 Modification of the Final Plan. When Final Plan fails to conform to the Preliminary Plan, the applicant may petition for a modification.

(1) Major Modification. When modification to an approved Preliminary Plan is determined to be a Major Modification, the Final Plan shall be reviewed using the same review procedure that the preliminary plan required. A Major Modification constitutes one or more of the following:

(a). An increase in the density of the development.

(b). Modifications or changes to the proposed utility plan. Changes must conform to the adopted utility plans and the requirements of Article 28.

(c). Modifications or changes that enlarge the boundaries of the approved plan or the general location or amount of land devoted to a specific land use, including open space.

(2) Minor Modification. A minor modification to an approved preliminary plan may be made by the Director provided the Director determines the modification does not constitute a major modification.

18.063 Criteria for Approval. The decision to approve or deny the Final Plan shall be based upon the following criteria:

(1) Conformance with the approved Preliminary Plan.

(2) Compliance with conditions of approval.

(3) Adoption of proposed Future Street Plan by the governing body, or conformance with the Official Street Map or previously adopted Street Plan.

18.064 Agreement to Meet Conditions. As part of the approving action, the developer must demonstrate to the satisfaction of the review body that all required offsite and onsite improvements and conditions of approval have been satisfied or guaranteed in accordance with the provisions of Article 28, Utility Standards

18.065 Filing an Approved Final Plat as Part of a PUD. If a subdivision of land is included as a part of the PUD, and after obtaining all required approvals and signatures as provided in Section 17.225, the applicant shall:

(1) File the Map or Plat with the County Clerk within 30 days. Failure to file within 30 days will render the Final Plat null and void, and will require resubmission of the Preliminary Plat to the Planning Commission.

(2) Immediately after Final Plat approval, file a report with the Real Estate Division, Department of Commerce, State of Oregon, pursuant to ORS Chapter 92.

(3) File copy of survey with the County Surveyor and City Engineer.

18.066 Filing Approved Final Plan. Within 30 days of final approval of the Final Plan, if units of ownership not involving the subdivision or partitioning of land are to be offered for sale, the applicant shall file a report with the Real Estate Division, Department of Commerce, State of Oregon, pursuant to ORS 92. Failure to file within 30 days shall render the Final Plan null and void, and will require resubmission of the Preliminary Plan to the review body.

Item: Resolution approving the street closure 'B' Street for the March for Life event. Date: January 6, 2016

SUBJECT AND SUMMARY:

The Josephine County Right to Life group annually conducts its March for Life event.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goals of **LEADERSHIP** by allowing an event to be planned safely.

CALL TO ACTION SCHEDULE:

Call to action schedule: January 6, 2016.

BACKGROUND:

The March for Life event walks down 6th Street from 'B' Street to Riverside Park. This year it has been recommended by Pubic Safety to close 'B' Street between 6th and 7th to stage the event.

The street closure request is for Sunday, January 17, 2016, from 1 p.m. to 2 p.m. Adjacent property owners have agreed to the closure. The special event permit is attached as Exhibit 'A'.

COST IMPLICATION:

None.

ALTERNATIVES:

1. The Council may choose to grant approval for this street closure; or
2. The Council may choose to disapprove this street closure.

RECOMMENDED ACTION:

It is recommended the street closure be approved.

POTENTIAL MOTION:

I move to approve the resolution to close 'B' Street for staging the March for Life event on January 17, 2016.

ITEM: 3.a. RESOLUTION APPROVING THE STREET CLOSURE 'B' STREET FOR THE MARCH FOR LIFE EVENT.

RECEIVED
NOV 18 2015
By

SUMMARY OF EVENT DESCRIPTION

Event Title Josephine Co Right to Life

Detailed description of your event, including a timeline:
March For Life
1:00 - 2:30 pm
start at B Sts and 6th walk down 6th St to Riverside Park
We use 2 lanes + 3 for traffic

Will there be an admission charge? ☐ Yes ☒ No

If yes, what will the admission charge be?
The police will close B St between 6th + 7th we will form parade there + out @ 1:4

Location (be specific, park name and location, street name, etc.):
gather @ 1 pm move on to the street 6th + B and
formation @ 1:30 March @ 1:45 - 1:50 pm
walk to Riverside Park gather at the Main Pavilion in the Park

Event Category (Check all that apply)

☐ Art Show	☐ Cultural	☐ Festival/Celebration
☐ Athletic/Recreation	☐ Dance	☐ Flea Market
☐ Block Party	☐ Educational	☐ Live Animals
☐ Carnival	☐ Exhibits/Misc.	☐ Museum Special Attraction
☐ Circus	☐ Fair	☒ Parade/Procession/March
☐ Concert/Performance	☐ Farmer/Outdoor Market	☐ Sidewalk event

☐ Other (be specific) _____

Participants Estimated Total 4-500 people Per Day ~~1/17/15~~ 1-17-16

DATE/TIME

Event Starts Date 1-17-16 Time gather @ 1 Day of Week Sunday
Event Ends Date 1-17-16 Time 3:30 pm Day of Week "

CONTACTS

Host Organization: Jo Co Right to Life
Contact Name (Required): Myrna Shaneyfelt
Second Contact _____
Telephone: _____ **Cell Phone** _____
Web Address: _____
E-mail address: _____

Yes ☒ No ☐ Is this an annual event?
Yes ☒ No ☐ Do you anticipate this to be an annual event?
How many years have you been holding this event? 38 years
Previous Location(s) same
Contact Number: _____

ORGANIZATION STATUS/PROCEEDS/REPORTING

Yes ☒ No ☐ Is the Host Organization a commercial entity?
Yes ☒ No ☐ Is the Host Organization a bona fide tax exempt, nonprofit entity? If yes, you must attach a copy of your IRS 501(C) tax exemption letter providing proof and certifying your current tax exempt, nonprofit status to your application.
Yes ☐ No ☒ Will there be vendors at the event?
If yes, what fees will you charge the vendors? _____

You will be required to provide a list with the name of each vendor and contact information for the vendor no later than 48 hours prior to the start of the event. This information shall be provided to Utility Customer Service.

Vendors who will be serving food or beverages will be required to provide Certificates of Insurance naming the City as an additional named insured. Likewise, vendors providing activity items such as bounce houses, climbing walls and similar activities are also required to provide the City with a Certificate of Insurance.

You are encouraged to provide the vendor list and required Certificates of Insurance as early as possible. You can update the list up to 48 hours prior to the start of your event.

APPLICANT AND HOST ORGANIZATION INFORMATION

A written communication from the Chief Officer of the Host Organization authorizing the applicant and/or professional event organizer to apply for this Special Event Permit on their behalf must be submitted with your permit application.

Host Organization
Ja Co. Right to Life
Chief Officer of Host Organization
Or Right to Life
Applicant Name: Myrna J Shamyhelt
Address 142 Debrick Way
City Grants Pass State Or Zip _____
Telephone Day 479-9827 Evening _____ Fax _____ Cell _____

SAFETY AND SECURITY PLAN:

The safety and security of event participants, spectators and others is your paramount concern. Please provide a safety and security plan which shall address the items described below. The plan should include specifics as to numbers and location of security personnel and traffic control.

STREET CLOSURE INFORMATION

Will your event require closing a public street or public parking lot? Yes ☐ No ☒
If yes, is this a parking lot? Yes ☐ No ☐

Is this a public street? Yes ☒ No ☐

SITE PLAN/ROUTE MAP

Your **attached** event site plan/route map should include the information requested below. If an item does not apply to your event, please indicate so.

SITE PLAN/ROUTE MAP (cont).

Yes ☒ No ☐ An outline of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures.

Yes ☐ No ☒ The location of fencing, barriers and/or barricades. Indicate any removable fencing for emergency access. If available, the Streets Department will loan out barricades. Pickup and drop off times should be arranged at least 1 week prior to your event. Contact Steve Scrivner, Streets Department, at 541-474-6360 ext 6369.

☐ Yes ☒ No **Adequate number of garbage cans, recycle containers, parking, restroom/porti-toilet facilities, and waste stations. Indicate a legend for the above items, how many and where they are to be placed. Also indicate adequate parking provisions and provisions for the clean up and removal of the above items.**

Yes ☐ No ☒ Other related event components not listed above.

ENTERTAINMENT AND RELATED ACTIVITIES

As an event organizer, you must be certain that all event-related activities comply with the local laws applicable to noise abatement. Please be aware that loud and unreasonable noise (including music) is a violation of law www.grantspassoregon.gov. Banners, pennants, flags, signs, streamers, inflatable displays and similar devices are also regulated by local ordinance.

The City reserves the right to impose reasonable conditions and restrictions upon events using sound amplification equipment, horns, sirens, or similar noise making equipment or devices, including without limitation, conditions and restrictions relating to noise levels, time of day, duration, and location relative to residential zones, hospitals, schools, churches, or assisted living facilities.

Yes ☐ No ☒ Are there any musical entertainment features related to your event?
If yes, provide an attachment listing all bands/performers, type of music, sound check and performance schedule.

Yes ☐ No ☒ Will sound amplification be used?
If yes, Start time _____ Finish time _____

What is the approximate distance between the amplified sound source and nearby residences?

_____

Yes ☐ No ☒ Do you plan to have a dance component to either live or recorded music at your event?
If yes, please describe

_____

Please describe the sound equipment that will be used for your event

_____

Yes ☐ No ☒ Will inflatables, hot air balloons, bounce houses, climbing walls or similar devices be used at your event? If yes, please describe

_____

Certificates of insurance may be required for bounce houses, climbing walls, hot air balloons and similar activities.

Yes ☐ No ☒ Will your event be held during the evening hours?

Yes ☐ No ☒ Is lighting necessary? Yes ☐ No ☐ Is lighting provided?

ENTERTAINMENT AND RELATED ACTIVITIES (cont.)

Yes ☐ No ☒ Will you require electricity or water? If yes, describe your needs and sources for electrical power and water.

Yes ☐ No ☒ Does your event include the use of fireworks, rockets, lasers, or other pyrotechnics?
If yes, please describe_____
Please be aware that the use of these items must be under the supervision of a licensed pyrotechnic and require a permit or approval from the Oregon State Fire Marshall. For more information, contact Fire Prevention at 541-471-8807.

Yes ☒ No ☐ Will your event include the use of any signs, banners, decorations, or lighting?
If yes, please describe_____
Please be aware that the use of any of these items may require additional permits.

Yes ☐ No ☒ Do your event plans include any casino games, bingo games, drawings or lottery opportunities? If yes, please describe

SANITATION, TRASH REMOVAL AND HYGIENE PLAN.

Please describe your plan for providing that adequate bathroom facilities, hand washing stations, and trash collection and removal will be provided during your event.
ALL Self Contained

MARKETING AND PUBLIC RELATIONS

Please ensure that you have conditional approval of your event before you begin to promote market or advertise the event. If you plan to include radio, television or other product promotions within your event venue, it is important that you limit the placement and/or distribution of signs, stickers and other promotional items. Items of particular concern are those that may damage public and private property, violate city sign code ordinances, or which may be difficult to clean or remove from the venue

Yes ☒ No ☐ Is this event marketed, promoted, or advertised in any manner?
If yes, please describe Local Radio Station

Yes ☒ No ☐ Will there be live media coverage during the event? If yes, please describe
Cannon + T.V. Stations

Yes ☐ No ☒ Will media vehicles be parked within the event venue? If yes, please describe safety plan_____

Yes ☐ No ☒ Do you have a plan to control or limit the placement and/or distribution of promotional signage, stickers, and other items? If yes, please describe._____

ALCOHOL

If you plan to sell or furnish alcoholic beverages at your event you will be required to obtain a permit from the State and City. Alcohol is permitted only under limited circumstances in City Parks. For more information regarding alcohol in City Parks contact: Parks and Recreation Department, 198 SW 6th Street, Grants Pass, OR 97526, 541-471-6435. For more information regarding alcohol permits and licenses, contact: City Finance Department at 541-474-6365.

Yes ☐ **No** ☒ Does your event involve the use of alcoholic beverages? ***Certificates of insurance will be required from all alcohol vendors.*** Please describe your safety and security plan to ensure the safe sale or distribution of alcohol at your event.

FOOD CONCESSIONS OR PREPARATION

Food facilities and handling must meet state, county, and city laws and regulations. Food handler permits are provided by the county. For information regarding food handler permits, contact the Health Department at 541-474-5325.

Yes ☐ **No** ☒ Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared.

Yes ☐ **No** ☒ Do you intend to cook food in the event area? If yes, please specify method:

☐ Gas ☐ Electric ☐ Charcoal ☐ Other(specify)_____

Certificates of insurance will be required from all food vendors.

MITIGATION OF IMPACT

As an event organizer, you are required to develop mitigating measures to accommodate the negative impact your event may have on park landscapes, pedestrian and vehicular traffic, other users, adjoining property owners and neighbors that may be affected by your activities. Your plan should identify all mitigating measures which you intend to utilize to avoid or minimize the impacts your event will generate and which will provide a safe and secure environment.

The City requires that adjoining property owner, residents and businesses be notified at least one week prior to your event. Off pavement driving is prohibited without prior written permission. Organizers will be liable for all damages caused by the event.

Yes ☐ **No** ☒ Have you met with the residents, businesses, places of worship, schools and other entities that may be directly impacted by your event? If yes, please attach a complete list of these entities. This list shall be provided prior to the issuance of your permit.
If no, please explain It is Sunday all Business are closed

Yes ☒ **No** ☐ Do you have a sample of any notice that you propose to distribute at least one week prior to your event? If yes, please attach. If no, please explain.

HOLD HARMLESS

Applicant agrees to defend, pay, save and hold harmless the City, its officers and employees, from any and all claims or lawsuits for personal injury or property damage arising from or in any way connected to the special event, except any claims arising solely out of the negligent acts of the City, its officers and employees.

INSURANCE REQUIREMENTS

Most special events will be required to provide evidence of insurance coverage. Please note insurance requirements depend upon the risk level of the event. If your event will include alcohol, liquor liability coverage must be included on your certificate of insurance.

Before final permit approval, you will need commercial general liability insurance that names as Additional Insured, the "City of Grants Pass, its officers, employees, and agents" and any other public entities (e.g. County, etc.) impacted by your event. Insurance coverage must be maintained for the duration of the event including setup and dismantle dates.

An original Certificate of Insurance in the amount satisfactory to the City must be received by the City of Grants Pass prior to the issuance of your Special Event Permit. Mail to: City of Grants Pass, 101 N.W. A Street, Grants Pass, Oregon 97526. Certificates of insurance from food and beverage concessionaires/vendors and vendors providing such things as bounce houses, climbing walls and similar activities will also be required.

Name of Insurance Agency: UFFelman Ins

Address: P.O. Box 18

City Mill City State Or Zip 97360

AFFIDAVIT OF APPLICANT

The applicant and, if applicable, the professional event organizer, must complete, sign and date this application before submitting it to:

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the Grants Pass Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager's designee. Applicant agrees to comply will all other requirements of the city, county, state, federal government and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Grants Pass.

Organization: Or. Right to Life

Print Name of Applicant/Host: Jo Co Right to Life

Applicant Title: Activities Chairman

Applicant Signature: [signature] Date: ~~12/15~~ 11/10/15

Print Name of Professional Event Organizer: _____ Title: _____

Event Organizer Signature: _____ Date: _____

Address any reply to: 915 Second Avenue, Seattle, Wash. 98174

Department of the Treasury

William L. Severson (206) 442-5110

District Director

Internal Revenue Service

Date: MAR 25 1976

In reply refer to: EP/EO:EO1:WLS
L-391, Code 428
SEA:EO: 76-492

Oregon Right to Life Education Foundation
c/o Russell N. Sacco
545 N.E. 47th Avenue, Suite 306
Portland, OR 97213

Accounting Period Ending: December 31
Form 990 Required: ☒ Yes ☐ No
Advance Ruling Period Ends: December 31, 1979

Dear Applicant:

Based on the information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization of the type described in section 170(b)(1)(A)(vi) and 509(a)(1).

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins on the date of your inception and ends on the date shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization so long as you continue to meet the requirements of the applicable support test. If, however, you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for future periods. Also, in the event you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.

Grantors and donors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period. In addition, if you submit the required information

(over)

within the 90 days, grantors and donors may continue to rely on the advance determination until the Service makes a final determination of your foundation status. However, if notice that you will no longer be treated as a section 509(a)(1) organization is published in the Internal Revenue Bulletin, grantors and donors may not rely on this determination after the date of such publication. Also, a grantor or donor may not rely on this determination if he was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 509(a)(1) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(1) organization.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions concerning these taxes, please let us know.

If your sources of support, or your purposes, character, or method of operation is changed, you should let us know so we can consider the effect of the change on your status. Also, you should inform us of all changes in your name or address.

If the yes box at the top of this letter is checked, you are required to file Form 990, Return of Organization Exempt From Income Tax, only if your gross receipts each year are normally more than $5,000. The return is due by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of $10 a day, up to a maximum of $5,000, for failure to file the return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Sincerely yours,

Michael Sassi

Michael Sassi
District Director

Form L-391 (4-73)

Internal Revenue Service
District Director

Date: DEC 8 1995

Oregon Right To Life Education
Foundation
4335 River Road North
Salem, OR 97303

Department of the Treasury
LOS ANGELES DISTRICT

Form Number:
990
Exemption under section 501(c)(3)
of the Internal Revenue Code

Person to Contact:
Angela K. Wright
Contact Telephone Number:
(503)326-5056
Period Ended:
December 31, 1993

Dear Sir or Madam:

Our recent examination of the above information return disclosed that your organization continues to qualify for exemption from Federal income tax. Accordingly, the return is accepted as filed.

However, the following item(s) were noted:

It was noted that your organization may be required to submit Forms 1099-Misc in future years.

We will appreciate your compliance with the above requirements.

Sincerely yours,

Richard Orosco
District Director

P.O. Box 2350 Los Angeles, CA 90053 Letter 1656-DO(1-93)

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 11/2/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
UFFELMAN INSURANCE
PO Box 18
Mill City, OR 97360

CONTACT NAME:
PHONE (A/C, No, Ext): (503) 897-2324 FAX (A/C, No): (503) 897-4705
E-MAIL ADDRESS: uffelman@wdi.com

INSURER(S) AFFORDING COVERAGE	NAIC#
INSURER A: LIBERTY NORTHWEST	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
OREGON RIGHT TO LIFE, INC.
OREGON RIGHT TO LIFE EDUCATION FOUNATION
4335 RIVER RD N
SALEM, OR 97303
503-463-8563

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [ ] PRO-JECT [ ] LOC OTHER:			01 CI 627671	08-27-15	08-27-16	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 200,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			01 C1 827671	08-27-15	08-27-16	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
	UMBRELLA LIAB [ ] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [ ] N/A If yes, describe under DESCRIPTION OF OPERATIONS below						[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $
A	NON OWNED AUTO PHYSICAL DAMAGE			01 CI 627671	08-27-15	08-27-16		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
PARADE 6TH AND A STREETS, GRANTS PASS, OREGON

CERTIFICATE HOLDER
CITY OF GRANTS PASS
101 NW A STREET
GRANTS PASS, OR 97526

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Joe Uffelman

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Oregon Department of Transportation

APPLICATION AND PERMIT TO OCCUPY OR PERFORM OPERATIONS UPON A STATE HIGHWAY

See Oregon Administrative Rule, Chapter 734, Division 55

PERMIT NUMBER: 08M 41086

CLASS: | KEY#

GENERAL LOCATION

HIGHWAY NAME AND ROUTE NUMBER: OR-99 / 25 / Redwood

HIGHWAY NUMBER: Hwy. 99 (6th Street)

COUNTY: Josephine

BETWEEN OR NEAR LANDMARKS: On 6th Street (Hwy. 99), from "B" ST. to River Side Park, in Grants Pass.

HWY. REFERENCE MAP:

DESIGNATED FREEWAY: ☐ YES ☒ NO

IN U.S. FOREST: ☐ YES ☒ NO

APPLICANT NAME AND ADDRESS:

Oregon Right to Life, Inc.
4335 River RD N
Salem, OR 97303
Myrna Shaneyfelt @ (541) 479-9827

PURPOSE OF APPLICATION (TO CONSTRUCT/OPERATE/MAINTAIN)

☐ POLE LINE — TYPE — MIN. VERT. CLEARANCE

☐ BURIED CABLE — TYPE

☐ PIPE LINE — TYPE

☐ NON-COMMERCIAL SIGN — FEE AMOUNT

☒ MISCELLANEOUS OPERATIONS AND/OR FACILITIES AS DESCRIBED BELOW

FOR ODOT USE ONLY

BOND REQUIRED: ☐ YES ☒ NO — REFERENCE: OAR 734-55 035(2) — AMOUNT OF BOND

INSURANCE REQUIRED: ☒ YES ☐ NO — REFERENCE: OAR 734-55 035(1) — SPECIFIED COMP. DATE: 01/18/2016

DETAIL LOCATION OF FACILITY (For more space attach additional sheets)

MILE POINT	TO MILE POINT	ENGINEERS STATION	TO ENGINEERS STATION	SIDE OF HWY OR ANGLE OFCROSSING	DISTANCE FROM CENTER OF PVMT	DISTANCE FROM R/W LINE	BURIED CABLE OR PIPE DEPTH/VERT.	BURIED CABLE OR PIPE SIZE AND KIND	SPAN LENGTH
-1.08	-0.01	N/A		BOTH		WITHIN			

DESCRIPTION AND LOCATION OF NON-COMMERCIAL SIGNS OR MISCELLANEOUS OPERATIONS FACILITIES

"Josephine County Right to Life", is to manage the annual "Right to Life" parade, on 6th Street, in Grants Pass on 01/17/2016.

SPECIAL PROVISIONS (FOR MORE SPACE ATTACH ADDITIONAL SHEETS)

TRAFFIC CONTROL REQUIRED

◆ ☒ YES [OAR 734-55-025(6)] ☐ NO

- OPEN CUTTING OF PAVED OR SURFACED AREAS ALLOWED?

◆ ☐ YES [OAR 734-55-100(2] ☒ NO (OAR 734-55-100(1)

◆ **AT LEAST 48 HOURS BEFORE BEGINNING WORK, THE APPLICANT OR HIS CONTRACTOR SHALL NOTIFY THE DISTRICT REPRESENTATIVE AT TELEPHONE NUMBER:** (541) 774-6360
OR FAX A COPY OF THIS PAGE TO THE DISTRICT OFFICE AT: N/A **SPECIFY TIME AND DATE IN THE SPACE BELOW.**

◆ A COPY OF THIS PERMIT AND ALL ATTACHMENTS SHALL BE AVAILABLE AT THE WORK AREA DURING CONSTRUCTION.

◆ **ATTENTION: Oregon Law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0010 through OAR 952-001-0090. You may obtain copies of the rules by calling the center at (503) 232-1987.**
CALL BEFORE YOU DIG 1-800-332-2344

COMMENTS - ODOT USE ONLY

Permit holder to manage the above listed event.

All traffic control must meet MUTCD and State Standards. Traffic control is to be provided by "Grants Pass Public Safety".

IF THE PROPOSED APPLICATION WILL AFFECT THE LOCAL GOVERNMENT, THE APPLICANT SHALL ACQUIRE THE LOCAL GOVERNMENT OFFICIAL'S SIGNATURE BEFORE ACQUIRING THE DISTRICT MANAGER'S SIGNATURE.

LOCAL GOVERNMENT OFFICIAL SIGNATURE		TITLE	DATE
X			
APPLICANT SIGNATURE	APPLICATION DATE	TITLE	TELEPHONE NO.
	11/18/15		
		DISTRICT MANAGER OR REPRESENTATIVE	APPROVAL DATE
		X	11/17/2015

When this application is approved ... to, accepts and approves the terms and provisions contained and attached: and the terms of Oregon Administrative Rules, Chapter 734, Division 55, which is by this reference made a part of this permit.

734-3457(2-06)

OREGON DEPARTMENT OF TRANSEPORTATION

STATE HWY – PUBLIC WORKS DIVISION

Received
NOV – 6 2015
ODOT
District 8

11/4/15

PARADE PERMIT REQUEST

This is our Annual Parade Permit Request

For Josephine County Right to Life

WHEN; Sunday, 1/17/2016

TIME : I pm to 2:30 pm

WHERE: Beginning at B St and 6th St. We will form the Parade on B sts between 6th & 7th

Movement will be South on 6th St. to Riverside Park.

We have always had both lanes to March in.

The insurance we have each year under Oregon Right to Life and a copy is attached.

Respectfully submitted,

Myrna Shaneyfelt,

Activities Chair for Josephine County Right To Life

541/479-9827 and E-mail: mshaneyfelt7@msn.com

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 11/2/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
UFFELMAN INSURANCE
PO Box 18
Mill City, OR 97360

CONTACT NAME:
PHONE (A/C, No, Ext): (503) 897-2324 FAX (A/C, No): (503) 897-4705
E-MAIL ADDRESS: uffelman@wdi.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: LIBERTY NORTHWEST	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
OREGON RIGHT TO LIFE, INC.
OREGON RIGHT TO LIFE EDUCATION FOUNATION
4335 RIVER RD N
SALEM, OR 97303
503-463-8563

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [ ] PRO-JECT [ ] LOC OTHER:	Y		01 CI 627671	08-27-15	08-27-16	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 200,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			01 CI 627671	08-27-15	08-27-16	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
	UMBRELLA LIAB [ ] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [ ] N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $
A	NON OWNED AUTO PHYSICAL DAMAGE			01 CI 627671	08-27-15	08-27-16		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
PARADE; 6TH AND A STREETS GRANTS PASS, OREGON

CERTIFICATE HOLDER
OREGEON DEPT OF TRASPORTATION
100 ANTELOPE RD
WHITE CITY, OR 97503

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Joe Uffelman

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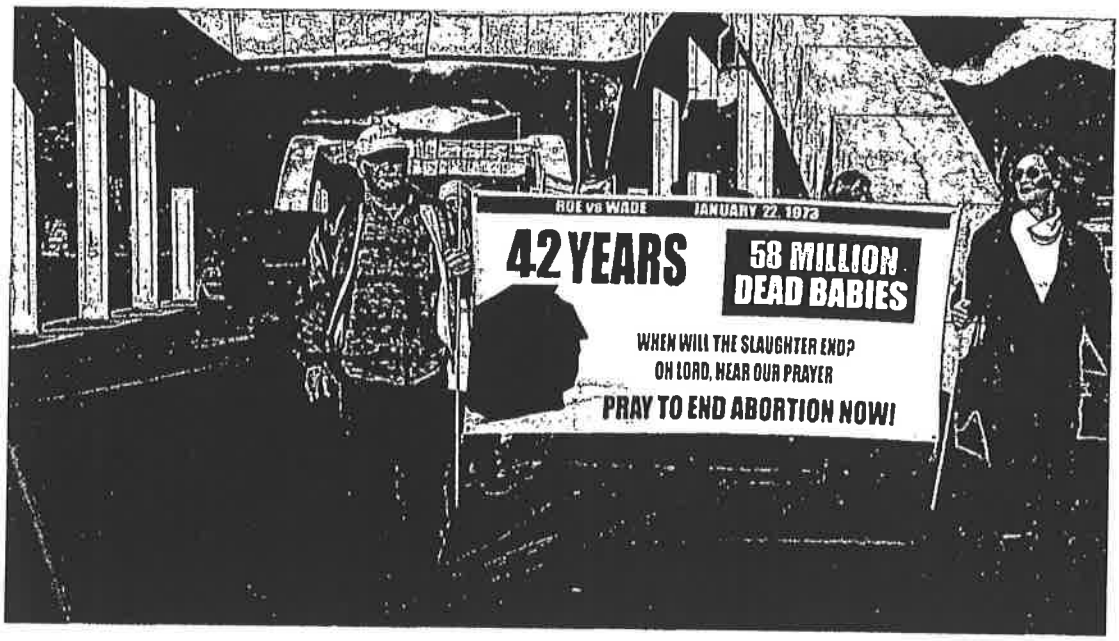
March for Life

Sunday January 17th, 2016 • Grants Pass, Oregon



Sanctity of Human Life Sunday

42st Anniversary of Roe vs. Wade

In memoriam of the Roe vs. Wade decision on abortion

When: Sunday, January 17 2016
Time: Gather at 1:00 pm - March begins at 1:30 pm
Where: In front of the Josephine County Courthouse (6th & B St)
Rally: Riverside Park Pavilion - Music - Speakers - Refreshments

JOIN US IN PRAYING TO END ABORTION!

Actions speak louder than words. Renew your commitment to help those who have no voice - the 4000 innocent babies who are killed each day in America by abortion!

Please invite your family, friends, and church members to join us as we prayerfully witness and affirm the value of all of God's children. Your witness and prayers will help save mothers and babies from the horror of abortion! To comfort those who regret their abortions or who have been involved in abortion. We regard this as an extension of our regular worship on the Lord's Day.

For further information or if you would like to help volunteer please contact:
Steve Raycraft; 621-2538 and Myrna Shaneyfelt; 479-9827 (evenings)

GRANTS PASS OREGON

WHERE THE ROGUE RIVER RUNS

Street Closure Petitioner Form

SIGNATURES AND ADDRESSES OF ALL PETITIONERS

The attached map shows the street(s), day and time of the street(s) we would like to close for our event. Please sign below and check either YES or NO. YES would indicate that you are willing to close the street for the day. NO would indicate that you are opposed to this idea.

One Signature per Business/Household from 75% of Business/Residents on the Street is Required for Approval.

(Use Additional Sheets if Necessary)

PLEASE REVIEW DATES ON FRONT OF APPLICATION BEFORE SIGNING THE PETITION

Number of Businesses or Houses on Street	4	Number of Vacant Businesses/Houses on Street	1	Number of Signatures	3

PLEASE PRINT AND SIGN LEGIBLY WHEN COMPLETING INFORMATION BELOW

Name	Signature	Address	Yes	No
1. Douglas Chandler	Angie Chandler	121 NE B St	X	
2.				
3. Charlene Burgess		132 NE B St.		X
4. Newman United Methodist Church				
5. Jon Stone		131 NE B	X	
6. ~~Feng Thang~~	~~[illegible]~~	~~521 NE 7th St~~	~~X~~	
7. VACANT		137 NE B St	X	
8.				
9.				
10.				
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30.				

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS APPROVING THE STREET CLOSURE 'B' STREET FOR THE MARCH FOR LIFE EVENT.

WHEREAS:

1. The Josephine County Right to Life group will be conducting its March for Life event; and

2. The adjoining property owners are supportive of the street closure.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass approval of the closure of 'B' Street Sunday, January 17, 2016, between 1 p.m. and 2 p.m.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 6th day of January, 2016.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of January, 2016 to be effective on the date indicated as adopted by the City Council.

_____
Darin Fowler, Mayor

ATTEST:

_____
Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney _____

Item: Resolution designating responsible parties for ensuring compliance with the National Environmental Policy Act. Date: January 6, 2016

SUBJECT AND SUMMARY:

This resolution will designate the Assistant City Manager as Certifying Officer and the Grants Specialist as Environmental Officer for fulfilling the City's National Environmental Policy Act (NEPA) obligations under 24 CFR Part 58.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goal of providing shared **LEADERSHIP** between Council and Staff by delegating responsibility for completing and certifying environmental reviews from the Mayor to the Staff level.

CALL TO ACTION SCHEDULE:

Call to action schedule: January 6, 2016.

BACKGROUND:

The City recently entered into its grant agreement with the United States Department of Housing and Urban Development, which will allow the implementation of its Community Development Block Grant (CDBG) program. As the designated recipient of federal funds, the City assumes responsibility under NEPA for compliance with environmental regulations, which are found at 24 CFR Part 58. Environmental compliance documents for most non-construction activities, such as planning and economic development, are primarily ministerial on the part of two parties, the Environmental Officer, who prepares the environmental record, and the Certifying Officer, who ensures compliance with NEPA has been achieved.

CDBG and NEPA regulations automatically recognize the highest elected official as a grant recipient's Certifying Officer; however, a recipient's governing body may choose, in order to increase efficiency, to delegate that authority to the staff level. The proposed resolution will name the Assistant City Manager (or designee, if necessary) as the City's Certifying Officer. The resolution also assigns responsibility for conducting the environmental review, which includes preparing the environmental review document, soliciting comments from interested parties and agencies, and facilitating responses to any comments received to the City's Grant Specialist. A copy of Council's resolution delegating Certifying Officer duties to the Assistant City Manager is included in each environmental record. The Council does not have to act on this delegation again, unless it determines in the future to reassign NEPA duties.

ITEM: 3.b. RESOLUTION DESIGNATING RESPONSIBLE PARTIES FOR ENSURING COMPLIANCE WITH THE NATIONAL ENVIRONMENTAL POLICY ACT.

Staff Report (continued):

COST IMPLICATION:

No additional costs are associated with this action.

ALTERNATIVES:

The Council may instead retain the Mayor as the City's Certifying Official. Preparation of the environmental record will still be completed by staff.

RECOMMENDED ACTION:

It is recommended the Council designate the Assistant City Manager as Certifying Officer and the Grants Specialist as Environmental Officer to fulfill the City's obligations under 24 CFR Part 58.

POTENTIAL MOTION:

I move to adopt the resolution designating the Assistant City Manager as Certifying Officer and the Grants Specialist as Environmental Officer to fulfill the City's obligations under 24 CFR Part 58.

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS DESIGNATING RESPONSIBLE PARTIES FOR ENSURING COMPLIANCE WITH THE NATIONAL ENVIRONMENTAL POLICY ACT.

WHEREAS:

1. Receipt of federal funds requires compliance with numerous federal regulations, including the National Environmental Policy Act (NEPA); and

2. Because it receives Community Development Block Grant (CDBG) funds, the City of Grants Pass is a responsible entity under 24 CFR Part 58; and

3. The responsible entity is responsible for ensuring compliance with NEPA and the federal laws and authorities have been achieved, for issuing the public notification, for submitting the request for release of funds and certification, when required, and for ensuring the environmental review record is complete; and

4. In order to fulfill its obligations under 24 CFR Part 58, the City of Grants Pass needs to designate two responsible parties: the Certifying Officer and the Environmental Officer; and

5. The Certifying Officer is the responsible federal official to ensure compliance with NEPA and the federal laws and authorities cited at Section 58.5 have been achieved, and has the authority to assume legal responsibility for certifying all environmental requirements have been followed; and

6. The Environmental Officer is responsible for conducting the environmental review, including scoping the environmental review document, soliciting comments from appropriate local, state, and federal agencies, and facilitating responses to comments received on environmental findings; and

7. The CDBG program automatically recognizes the Mayor as the City's Certifying Officer; and

8. In order to efficiently fulfill its obligation under 24 CFR Part 58, the City Council wishes to delegate NEPA duties to the staff level.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that:

Section 1: The Assistant City Manager, or his designee, is hereby designated as the Certifying Officer to ensure the City's compliance with NEPA and other obligations cited at 24 CFR Part 58.

Section 2: The Grants Specialist, or his designee, is hereby designated as the Environmental Officer responsible for conducting the environmental review process and other obligations cited at 24 CFR Part 58.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 6th day of January 2016.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of January, 2016 to be effective on the date indicated as adopted by the City Council.

_____
Darin Fowler, Mayor

ATTEST:

_____ Date submitted to Mayor: _____
Karen Frerk, City Recorder

Approved as to Form, Mark Bartholomew, City Attorney _____

Resolution authorizing the City Manager to enter into a contract for the Lincoln Road Half Street Improvements, a local government improvement project; Project No. TR6075.

Item: Date: January 6, 2016

SUBJECT AND SUMMARY:

This project will install frontage improvements to Lincoln Road between Bridge Street and Webster Road.

RELATIONSHIP TO COUNCIL GOALS:

This supports the Council's goals to maintain, operate, and expand our **INFRASTRUCTURE** to meet community needs, **PROMOTE HEALTHY NEIGHBORHOODS** and **KEEP CITIZENS SAFE** by improving water flows, providing a smooth, safe road surface and installing driveway approaches and sidewalks.

CALL TO ACTION SCHEDULE:

A notice of intent to award letter was issued by the Engineering Division on December 18, 2015. City Council has 30 days to award the bid. Call to action schedule: January 6, 2016.

BACKGROUND:

This project will include the installation of approximately 300 LF of new storm drain pipe of various sizes and associated appurtenances; installation of approximately 210 LF of new 8" ductile iron water main, and approximately 2300 LF of curb, gutter, driveway approaches and sidewalk.

Bids for the work were advertised on the City's website, in the Grants Pass Daily Courier, and the Daily Journal of Commerce. The bid opening for this project was December 17, 2015. Five bids were received, (one additional bid was deemed non-responsive) ranging from $370,823.50 to $585,540.50.

The lowest responsible bidder is ROBCO, Inc. at $370,823.50. This bid is below the Engineers Estimate of $406,031.25 and Staff recommends awarding the bid to ROBCO, Inc.

ITEM: 3.c. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE LINCOLN ROAD HALF STREET IMPROVEMENTS, A LOCAL GOVERNMENT IMPROVEMENT PROJECT; PROJECT NO. TR6075.

Staff Report (continued):

COST IMPLICATION:

Revenue Source: This project is budgeted and funded under Project No. TR6075 in the Transportation Capital Construction Fund.

ALTERNATIVES:

Two options are available:

1) Make the improvements to Lincoln Road as proposed and award the contract to the lowest bidder; or
2) Reject all bids and delay the improvements to Lincoln Road until a future date.

RECOMMENDED ACTION:

It is recommended the contract for the Lincoln Road Half Street Improvements, Project No. TR6075, be awarded to the lowest responsible bidder, ROBCO, Inc.

POTENTIAL MOTION:

I move to adopt the resolution authorizing the award of the contract for the Lincoln Road Half Street Improvements.

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR LINCOLN ROAD HALF STREET IMPROVEMENTS, A LOCAL GOVERNMENT IMPROVEMENT PROJECT; PROJECT NO. TR6075.

WHEREAS:

1. The City of Grants Pass advertised and received 5 bids for construction of the Lincoln Road Half Street Improvements; and

2. The bid from ROBCO, Inc. has been determined to be the lowest responsible bid; its bid is complete and responsive; and

3. The City of Grants Pass has sufficient funds for the project within the Transportation Capital Fund.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City Manager is authorized to contract with ROBCO, Inc. for a local government improvement project, the work as described in the contract documents entitled, "Lincoln Road Half Street Improvements; Project No. TR6075" in the amount of $370,823.50, which the bid tab is attached to and incorporated herein as Exhibit 'A'.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 6th day of January, 2016.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this _____ day of January, 2016 to be effective on the date indicated as adopted by the City Council.

_____
Darin Fowler, Mayor

ATTEST:

_____
Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney _____

City of Grants Pass
Lincoln Road Half Street Improvements
Project No. TR6075

BID SUMMARY

EXHIBIT A

		Bidder:	City of Grants Pass (Engineers Estimate)		ROBCO, Inc.		Copeland Paving, Inc.		Timber Mountain Construction, Inc.		KOGAP Enterprises, Inc.		LTM dba Knife River		MJ Hughes Construction[1]		Central Pipeline[2]	
		Address:	101 NW "A" Street		PO Box 1570		PO Box 220		PO Box 930		PO Box 1608		PO Box 1145		11510 NE 87th Avenue		PO Box 2460	
		City:	Grants Pass, OR 97526		Grants Pass, OR 97528		Murphy, OR 97533		Rogue River, OR 97537		Medford, OR 97501		Medford, OR 97501		Vancouver, WA 98682		White City, OR 97503	
		Phone:	(541) 450-6060		541-476-2132		(541) 862-2390		(541) 956-8700		(541) 776-6527		(541) 770-2960		(360) 314-2024		(541) 826-2659	
		Addenda Acknowledged (No. 1):	NA		(1) YES		(2) YES		(3) YES		(4) YES		(5) YES		(6) YES		NO	
		Bid Security:	NA		10%		10%		10%		10%		10%		10%		10%	
Item No.	Description of Item	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
25	3/4"-0" Aggregate Base	1295	TON	$22.50	$29,137.50	$23.00	$29,785.00	$21.00	$27,195.00	$25.00	$32,375.00	$24.00	$31,080.00	$21.50	$27,842.50	$25.00	$32,375.00	$20.00	$25,900.00
26	4"-0" Aggregate Sub-Base	723	TON	$18.00	$13,014.00	$15.50	$11,206.50	$16.00	$11,568.00	$24.00	$17,352.00	$19.00	$13,737.00	$18.25	$13,917.75	$30.00	$21,690.00	$18.00	$13,014.00
27	Level 2, 1/2" Dense ACP	300	TON	$130.00	$39,000.00	$110.00	$33,000.00	$86.00	$25,800.00	$104.00	$31,200.00	$111.00	$33,300.00	$97.00	$29,100.00	$100.00	$30,000.00	$87.00	$26,100.00
28	Asphalt Approaches, Method 'B'	11	EA	$1,500.00	$16,500.00	$585.00	$6,435.00	$1,500.00	$16,500.00	$1,200.00	$13,200.00	$1,150.00	$12,650.00	$1,050.00	$11,550.00	$1,150.00	$12,650.00	$950.00	$10,450.00
29	Concrete Walks	11134	SF	$4.50	$50,103.00	$4.25	$47,319.50	$4.40	$48,989.60	$4.00	$44,536.00	$4.50	$50,103.00	$3.50	$38,969.00	$5.00	$55,670.00	$4.25	$47,319.50
30	Concrete Curb, Type 'A'	2323	FT	$14.50	$33,683.50	$12.50	$29,037.50	$12.50	$29,037.50	$14.00	$32,522.00	$14.00	$32,522.00	$13.25	$30,779.75	$18.00	$41,814.00	$12.50	$29,037.50
31	Concrete Sidewalk Ramps	5	EA	$750.00	$3,750.00	$760.00	$3,800.00	$650.00	$3,250.00	$650.00	$3,250.00	$800.00	$4,000.00	$700.00	$3,500.00	$1,150.00	$5,750.00	$850.00	$4,250.00
32	Concrete Sidewalk Ramps	3	EA	$750.00	$2,250.00	$760.00	$2,280.00	$710.00	$2,130.00	$750.00	$2,250.00	$800.00	$2,400.00	$700.00	$2,100.00	$1,150.00	$3,450.00	$850.00	$2,550.00
33	Concrete Driveway Approach (Residential)	2995	SF	$6.00	$17,970.00	$4.75	$14,226.25	$4.95	$14,825.25	$5.00	$14,975.00	$6.50	$19,467.50	$4.25	$12,726.75	$7.00	$20,965.00	$5.50	$16,472.50
34	Concrete Driveway Approach (Commercial)	384	SF	$7.00	$2,688.00	$6.00	$2,304.00	$5.50	$2,112.00	$7.50	$2,880.00	$8.00	$3,072.00	$5.25	$2,016.00	$8.00	$3,072.00	$6.00	$2,304.00
35	Removable Bollards	2	EA	$500.00	$1,000.00	$450.00	$900.00	$750.00	$1,500.00	$750.00	$1,500.00	$500.00	$1,000.00	$1,200.00	$2,400.00	$750.00	$1,500.00	$300.00	$600.00
36	4" White Striping	170	FT	$1.25	$212.50	$1.05	$178.50	$1.05	$178.50	$1.00	$170.00	$1.00	$170.00	$1.00	$170.00	$1.10	$187.00	$1.00	$170.00
37	4" Yellow Striping	95	FT	$1.25	$118.75	$1.05	$99.75	$1.05	$99.75	$1.00	$95.00	$1.00	$95.00	$1.00	$95.00	$1.10	$104.50	$1.00	$95.00
38	8" White Striping	4320	FT	$1.50	$6,480.00	$0.05	$216.00	$0.10	$432.00	$0.01	$43.20	$0.01	$43.20	$0.01	$43.20	$0.65	$2,808.00	$0.04	$172.80
39	Pavement Bar, Type 'B-HS'	254	SF	$8.00	$2,032.00	$9.00	$2,286.00	$9.25	$2,349.50	$10.00	$2,540.00	$10.00	$2,540.00	$8.25	$2,095.50	$10.00	$2,540.00	$9.00	$2,286.00
40	Pavement Legend, Type 'B-HS': Bicycle Lane Symbols	4	EA	$250.00	$1,000.00	$327.00	$1,308.00	$315.00	$1,260.00	$350.00	$1,400.00	$300.00	$1,200.00	$290.00	$1,160.00	$330.00	$1,320.00	$300.00	$1,200.00
41	Bark Mulch	35	CY	$40.00	$1,400.00	$65.00	$2,275.00	$55.00	$1,925.00	$47.50	$1,662.50	$40.00	$1,400.00	$31.50	$1,102.50	$65.00	$2,275.00	$45.00	$1,575.00
42	Weed Control Geotextile	5600	SF	$1.00	$5,600.00	$0.79	$4,424.00	$0.35	$1,960.00	$0.30	$1,680.00	$0.15	$840.00	$0.11	$616.00	$0.40	$2,240.00	$0.25	$1,400.00
43	Topsoil	104	CY	$55.00	$5,720.00	$65.00	$6,760.00	$70.00	$7,280.00	$50.00	$5,200.00	$60.00	$6,240.00	$33.00	$3,432.00	$60.00	$6,240.00	$35.00	$3,640.00
44	Soil Testing	1	EA	$400.00	$400.00	$550.00	$550.00	$300.00	$300.00	$500.00	$500.00	$200.00	$200.00	$150.00	$150.00	$575.00	$575.00	$400.00	$400.00
45	Single Mailbox Support	2	EA	$325.00	$650.00	$268.00	$536.00	$500.00	$1,000.00	$350.00	$700.00	$300.00	$600.00	$300.00	$600.00	$400.00	$800.00	$260.00	$520.00
46	Multiple Mailbox Support	9	EA	$425.00	$3,825.00	$335.00	$3,015.00	$700.00	$6,300.00	$500.00	$4,500.00	$350.00	$3,150.00	$450.00	$4,050.00	$400.00	$3,600.00	$350.00	$3,150.00
47	12" Potable Water Pipe, Fittings, and Coupling with Class 'B' Backfill	212	FT	$105.00	$22,260.00	$90.00	$19,080.00	$102.00	$21,624.00	$100.00	$21,200.00	$79.00	$16,748.00	$110.00	$23,320.00	$150.00	$31,800.00	$84.00	$17,808.00
	TOTAL (BID ITEMS 1-47)				$406,031.25		$370,823.50		$372,935.60		$379,045.20		$415,980.20		$418,418.18		$585,540.50		$385,430.30

BIDS WERE OPENED ON 12/17/15 AT 3:05 PM IN THE CITY OF GRANTS PASS CITY MANAGERS CONFERENCE ROOM.

[1] MJ Hughes Construction Total Bid Sum was Adjusted due to Mathematical Errors in the Bid Proposal Bid Items.

[2] Central Pipeline, Inc. Bid Submittal was deem Non-Responsive. Addendum No. 1 not acknowledged.

City of Grants Pass
Lincoln Road Half Street Improvements
Project No. TR6075

BID SUMMARY

		Bidder	City of Grants Pass (Engineers Estimate)		ROBCO, Inc.		Copeland Paving, Inc.		Timber Mountain Construction, Inc.		KOGAP Enterprises, Inc.		LTM dba Knife River		MJ Hughes Construction[1]		Central Pipeline[2]	
		Address	101 NW "A" Street		PO Box 1570		PO Box 220		PO Box 930		PO Box1808		PO Box 1145		11510 NE 87th Avenue		PO Box 2460	
		CSZ	Grants Pass, OR 97526		Grants Pass, OR 97528		Murphy, OR 97533		Rogue River, OR 97537		Medford, OR 97501		Medford, OR 97501		Vancouver, WA 98662		White City, OR 97503	
		Phone	*(541) 450-6060*		*541-476-2132*		*(541) 862-2390*		*(541) 956-8700*		*(541) 776-6527*		*(541) 770-2960*		*(360) 314-2024*		*(541) 826-2659*	
		Addenda Acknowledged (No. 1)	NA		YES		YES		YES		YES		YES		YES		NO	
		Bid Security	NA		10%		10%		10%		10%		10%		10%		10%	
Item No.	Description of Item	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1	LS	$30,000.00	$30,000.00	$26,400.00	$26,400.00	$24,500.00	$24,500.00	$30,500.00	$30,500.00	$77,400.00	$77,400.00	$47,730.23	$47,730.23	$58,250.00	$58,250.00	$38,200.00	$38,200.00
2	Work Zone Traffic Control	1	LS	$3,000.00	$3,000.00	$3,100.00	$3,100.00	$6,000.00	$6,000.00	$5,700.00	$5,700.00	$2,000.00	$2,000.00	$3,500.00	$3,500.00	$10,000.00	$10,000.00	$6,000.00	$6,000.00
3	Traffic Control Supervisor	1	EA	$6,000.00	$6,000.00	$750.00	$750.00	$5,000.00	$5,000.00	$1,200.00	$1,200.00	$4,500.00	$4,500.00	$11,000.00	$11,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00
4	Flaggers	225	HR	$45.00	$10,125.00	$44.00	$9,900.00	$45.00	$10,125.00	$51.00	$11,475.00	$45.00	$10,125.00	$48.00	$10,800.00	$50.00	$11,250.00	$47.00	$10,575.00
5	Erosion Control	1	LS	$4,000.00	$4,000.00	$2,080.00	$2,080.00	$1,000.00	$1,000.00	$2,000.00	$2,000.00	$2,600.00	$2,600.00	$7,500.00	$7,500.00	$15,000.00	$15,000.00	$3,500.00	$3,500.00
6	Removal of Structures and Obstructions	1	LS	$6,000.00	$6,000.00	$19,900.00	$19,900.00	$10,000.00	$10,000.00	$3,300.00	$3,300.00	$12,000.00	$12,000.00	$11,700.00	$11,700.00	$27,000.00	$27,000.00	$7,500.00	$7,500.00
7	Clearing and Grubbing	1	LS	$4,000.00	$4,000.00	$3,140.00	$3,140.00	$15,000.00	$15,000.00	$3,500.00	$3,500.00	$1,000.00	$1,000.00	$4,000.00	$4,000.00	$10,000.00	$10,000.00	$3,500.00	$3,500.00
8	General Excavation	1455	CY	$18.00	$26,190.00	$15.80	$22,989.00	$6.50	$9,457.50	$13.50	$19,642.50	$12.50	$18,187.50	$26.00	$37,830.00	$30.00	$43,650.00	$17.00	$24,735.00
9	Subgrade Geotextile	2150	SY	$1.00	$2,150.00	$0.75	$1,612.50	$1.00	$2,150.00	$1.00	$2,150.00	$1.00	$2,150.00	$1.00	$2,150.00	$1.80	$3,870.00	$1.50	$3,225.00
10	18" HDPE Pipe, 0'-5' Depth	5	FT	$60.00	$300.00	$144.00	$720.00	$125.00	$625.00	$17.00	$85.00	$55.00	$275.00	$162.00	$810.00	$200.00	$1,000.00	$75.00	$375.00
11	18" HDPE Pipe, 5'-10' Depth	25	FT	$65.00	$1,625.00	$97.00	$2,425.00	$90.00	$2,250.00	$98.00	$2,450.00	$57.00	$1,425.00	$120.00	$3,000.00	$200.00	$5,000.00	$80.00	$2,000.00
12	12" HDPE Pipe, 0'-5' Depth	176	FT	$42.00	$7,392.00	$57.00	$10,032.00	$75.00	$13,200.00	$61.00	$10,736.00	$47.00	$8,272.00	$82.00	$14,432.00	$100.00	$17,600.00	$75.00	$13,200.00
13	12" HDPE Pipe, 5'-10' Depth	81	FT	$45.00	$3,645.00	$87.00	$7,047.00	$100.00	$8,100.00	$69.00	$5,589.00	$48.00	$3,888.00	$93.00	$7,533.00	$120.00	$9,720.00	$90.00	$7,290.00
14	Pipe Tees, Inserta Tees 12"	7	EA	$350.00	$2,450.00	$606.00	$4,242.00	$600.00	$4,200.00	$365.00	$2,555.00	$700.00	$4,900.00	$725.00	$5,075.00	$1,600.00	$11,200.00	$850.00	$5,950.00
15	60" Concrete Storm Sewer Manhole (Flat Top)	1	EA	$3,800.00	$3,800.00	$4,039.00	$4,039.00	$4,500.00	$4,500.00	$6,000.00	$6,000.00	$3,600.00	$3,600.00	$4,300.00	$4,300.00	$5,000.00	$5,000.00	$4,200.00	$4,200.00
16	Concrete Inlets, Type 'B'	9	EA	$1,550.00	$13,950.00	$1,550.00	$13,950.00	$1,350.00	$12,150.00	$2,000.00	$18,000.00	$1,250.00	$11,250.00	$1,500.00	$13,500.00	$2,800.00	$25,200.00	$1,300.00	$11,700.00
17	Concrete Inlets, Type 'G'	2	EA	$1,550.00	$3,100.00	$1,550.00	$3,100.00	$1,400.00	$2,800.00	$2,000.00	$4,000.00	$1,250.00	$2,500.00	$1,500.00	$3,000.00	$2,800.00	$5,600.00	$1,400.00	$2,800.00
18	Concrete Inlets, Type 'D'	2	EA	$1,400.00	$2,800.00	$1,300.00	$2,600.00	$1,150.00	$2,300.00	$1,650.00	$3,300.00	$1,200.00	$2,400.00	$1,500.00	$3,000.00	$2,400.00	$4,800.00	$1,100.00	$2,200.00
19	Catch Basins, 24"x24" Gibson Steel	2	EA	$1,100.00	$2,200.00	$1,015.00	$2,030.00	$1,200.00	$2,400.00	$1,350.00	$2,700.00	$850.00	$1,700.00	$1,200.00	$2,400.00	$1,800.00	$3,600.00	$1,100.00	$2,200.00
20	Catch Basin, Nyloplast 18" Storm (pedestrian rated grate)	1	EA	$1,500.00	$1,500.00	$2,047.00	$2,047.00	$1,400.00	$1,400.00	$1,600.00	$1,600.00	$1,100.00	$1,100.00	$1,850.00	$1,850.00	$1,900.00	$1,900.00	$1,700.00	$1,700.00
21	Minor Adjustment of Manholes (Sewer, Storm)	2	EA	$500.00	$1,000.00	$275.00	$550.00	$250.00	$500.00	$400.00	$800.00	$250.00	$500.00	$925.00	$1,850.00	$1,025.00	$2,050.00	$600.00	$1,200.00
22	Adjusting Valve Boxes	3	EA	$200.00	$600.00	$170.00	$510.00	$100.00	$300.00	$120.00	$360.00	$130.00	$390.00	$160.00	$480.00	$200.00	$600.00	$300.00	$900.00
23	Connection to Existing Structures	3	EA	$650.00	$1,950.00	$550.00	$1,650.00	$1,250.00	$3,750.00	$400.00	$1,200.00	$700.00	$2,100.00	$500.00	$1,500.00	$2,075.00	$6,225.00	$750.00	$2,250.00
24	Trench Resurfacing	172	SY	$55.00	$9,460.00	$29.00	$4,988.00	$21.00	$3,612.00	$26.00	$4,472.00	$30.00	$5,160.00	$45.00	$7,740.00	$50.00	$8,600.00	$28.00	$4,816.00

Item: Motion acknowledging the receipt of the monthly and quarterly financial reports for quarter ended June 2015. Date: January 6, 2016

SUBJECT AND SUMMARY:

Monthly and quarterly financial reports are prepared and acknowledged by Council to convey information about the City's budget and current financial condition.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goal of **LEADERSHIP** by ensuring financial records and system are effective and that Council has the opportunity to access the City's financial information.

CALL TO ACTION SCHEDULE:

N/A

BACKGROUND:

A summary monthly report and a more detailed quarterly report are prepared to convey information about the City's budget, the current financial condition, and seasonal or unique financial transactions throughout the year for the various funds of the City. This year, the monthly and quarterly financial reports for June 30 (the end of the fiscal year) are being released at the same time as the audited Comprehensive Annual Financial Report (CAFR) is being released. Council will be provided a hardcopy of the audited CAFR report in addition to the fiscal year end quarterly budget reports in this packet.

COST IMPLICATION:

None.

RECOMMENDED ACTION:

It is recommended the Council acknowledge the receipt of the monthly and quarterly financial reports for June 2015.

POTENTIAL MOTION:

I move to acknowledge the monthly and quarterly financial reports.

ITEM: 3.d. MOTION ACKNOWLEDGING RECEIPT OF THE MONTHLY AND QUARTERLY FINANCIAL REPORTS FOR THE QUARTER ENDED JUNE 2015.

CITY OF GRANTS PASS
MONTHLY & QUARTERLY FINANCIAL REPORT
June 2015 & Fiscal 2015 Summary
Discussion & Analysis

June 2015 marks the last month in Fiscal 2015 (fiscal year ended June 30, 2015) and we have a number of positive developments and budget to actual differences that deserve to be highlighted in this report. Council's Strategic Plan objective "Ensure efficiency and effectiveness in City operations" is well reflected in actual results in this report. A fiscally conservative budget along with spending controls throughout the year has led to most major departments being significantly under expenditure budgets and higher fund balances to start FY'16 than was estimated during last spring's annual budget process. In addition, General Fund revenues in total were once again right on track with budget (actual came in at 103.5% of budget) and the general fund and utility funds are starting next year with higher fund balances than budgeted due to positive differences between budgeted and actual revenues and expenditures. There are various formats of the attached reports that highlight different areas of actual to budget comparisons.

This year the annual budget summary is being released at the same time as the annual financial audit is being released. The annual financial audit is typically completed in November and December, and the full report is issued in December. There is a link to the FY'15 audit report (called the CAFR or Comprehensive Annual Financial Report) at the end of this brief budgetary financial report summary. Keep in mind that some of the schedules in the annual audited financial reports use different accounting measurements than budgetary reporting that Council, the Budget Committee, and Staff use to manage the City's budget throughout the year. Many of the Annual Audit report schedules use accounting measurements similar to private sector accounting, while the budgetary financial statements used for managing the City's budget throughout the year are more of a measurement basis of when the cash flows occur for the various expenditures and revenues. Certain transactions like bond transactions, the valuation of long-term personnel liabilities, capital project expenditures, and interfund loan transactions have a different method of accounting in the annual audit reports as opposed to the budgetary financial statements and those differences are noted in the CAFR each year. In summary, there is a different method of accounting required for recording transactions on a budgetary basis under State budget law in Oregon versus what is required for the annual audited financial report under Governmental Accounting Standards. This report, and all other monthly and quarterly financial summaries issued throughout the year are presented on a budgetary reporting basis.

REVENUE - ACTUAL TO BUDGET HIGHLIGHTS

General Fund revenues in total were right on budget at 103.5% of the total General Fund budgeted revenues. Most categories of General Fund revenues were either right on budget or slightly above budget. Total property taxes which are all dedicated to Public Safety in the General Fund came in at 101.7% of budget thanks mostly to a slightly higher than budgeted assessed value increase. While property taxes are becoming harder to forecast due to smaller differences between assessed and market values, General Fund

revenues in total can be expected to remain relatively stable as long as the local option property tax levy remains in place. Most General Fund revenues come from either property taxes or franchise taxes. Franchise (or Right of Way) taxes are a percentage of utility bills (generally 5%) from both the City's utilities and private utilities that operate in the City right-of-way. The total use of major utilities such as electricity or natural gas doesn't change significantly from year to year. However, utility rates can sometimes change significantly from year to year and are the primary factor in right of way revenue forecasts. In Fiscal 2015, total General Support revenues (shared resources among General Fund operating divisions mostly made up of franchise taxes and State revenue sharing) came in at 105.6% of budgeted revenues for the fiscal year.

Revenue forecasts for development sensitive resources such as Building Permits and SDCs have been set at somewhat conservative levels in recent budgets given the economic recovery in process for building/development related industries. For a third year, Grants Pass continued to see relatively strong new building activity in both commercial and residential development as compared to the more challenging years during the economic and housing downturn between 2008 and 2012. Transportation and Parks SDCs were temporarily reduced to zero for most of this fiscal year as an additional development incentive. The Building and Safety Division issued 93 new structural permits during the year, compared to 72 in the previous year. Total commercial construction units were at 4 units and $10.9M in total value, while total residential construction units were 89 units and $17.1M in value. A total of 81 single-family residential permits were issued compared to 66 for FY'14, while there were 4 multi-family permits compared to no multi-family permits last fiscal year. Commercial permits totaled 6 in the current year which is the same in number as compared to last fiscal year.

As a result of the SDC incentive, Transportation SDC and Parks SDC revenues were below budget, while SDC revenues for the other systems such as Water and Wastewater came in significantly above budget. When looking at the attached summary financial reports, in the Capital Project Funds such as Transportation Projects or Water Projects the category of "charges for services" is mostly made up of SDC revenues.

The other main City revenue sources, charges for services in the utility funds, also came in slightly above budget for the year. The charges for services in the Wastewater utility fund came in at 102.9% of budget, while the charges for services in the Water utility fund came in at 108.2% of budget. This was due in part to the warmer than usual summer in each of the last two years, and the extra revenues will help offset a small amount of the significant capital project obligations ahead of each of these utilities in coming years.

BUDGET ADJUSTMENTS DURING FISCAL 2015

There was one legal budget adjustment made during the second quarter of FY'15. Transfers out of the General Fund to the Lands and Buildings Capital Projects Fund were increased by $208,000 to allow the City to purchase a parking lot in the downtown area to provide for more public downtown parking. This budget adjustment was made by a simple appropriations transfer resolution approved by the City Council, transferring appropriations between two different General Fund expenditure appropriation categories. Savings identified in the previous fiscal year were used to allow for this transfer without affecting the financial plan for the General Fund in future years.

EXPENDITURES – ACTUAL TO BUDGET HIGHLIGHTS

Savings in the context of this analysis can be defined as the total net budgetary difference between actual and budgeted revenues and expenditures. Savings (if any) are important because they are factored into the budget preparation for the next fiscal year once they can be measured precisely (at the end of each fiscal year). Part of the expenditure savings were factored into the FY'16 budget already because they were expected, but the actual total savings in excess of the amount budgeted are present in most of the City's operational funds and can now be factored into resources available for future needs. These resources can be used either in budget adjustments in the current year or can be factored into future budget periods, however typically they are carried over to the next year and used to address the highest priority capital project or short-term needs identified and prioritized for the next fiscal year in the annual city goal setting process.

Public Safety's budgetary savings in FY'15 and the overall savings for the General Fund will help play a major role in the Public Safety's need for other General Fund resources during the period of the current Public Safety levy. The current Public Safety levy period began in FY'15 and covers a four-year period. In November of 2013, the levy was approved by vote at a rate of $1.79 per $1,000 of assessed value for four more years and this is the same levy rate used for the previous 5 fiscal years. And the City continues its long-standing practice of dedicating all property taxes to Public Safety.

In developing longer-term projections for Public Safety levy needs and longer-term projections for changes to the overall General Fund balance, it has been assumed that the departments in total would end each year approximately 6% under budget. General Fund program expenditures are largely personnel related expenditures, and there are usually some temporary staffing vacancies during a typical year. Essentially, the budget shows what the total expenditures would be in a given year if the department operated at 100% of capacity for the whole year. But on average, the General Fund typically comes in 6% under budget in total for all General Fund programs combined. Public Safety expenditures in FY'15 were 7.9% under budget which was one of the largest contributors to a higher General Fund balance in the year. Because of these higher than typical savings, Public Safety did not need to use any general fund discretionary (or "general support") revenues to provide public safety operations for Fiscal 2015. The rest of the General Fund departments combined turned in an expenditure savings of 8.9%, also slightly higher than average, leading to a slightly higher General Fund balance compared to last year.

Because revenues were slightly over budget and expenditure savings came in greater than forecast, the General Fund's budgetary balance actually increased about $821,000 for the year rather than the slight decline that was forecast in the budget for the year. In the financial projection developed for the next Public Safety Levy period, it was projected that the General Fund balance would decrease slightly in FY'15 and every year of the next levy period due to limited growth in revenues and inflationary pressures. This was planned due to the desire to keep the property tax rate the same for the next period and because of the slight excess financial capacity of the General Fund balance compared to financial policy target ranges. After factoring in the typical expenditure savings rates each year, by the end of the next levy period the General Fund is now on track to end up in the middle end of the target fund balance policy range. Savings seen in the last two fiscal years above forecast will help lessen the potential of the General Fund being out of compliance with its financial policies at the end of the current levy period. Please also

see the "General Fund 5-year Forecast" text and chart in the Fund Balance section on the following pages.

Budgetary savings and conservative spending can also be seen in all of the City's utility funds. Wastewater operations in total came in under budget at 92.2% of budgeted expenditures while the Water Utility operating fund came in at 93.6% of total budgeted expenditures. The Street Utility's amount under budget on the expenditure side was 8.2% of budgeted expenditures (excluding transfers to transportation capital projects). These savings will be moved into the highest priority utility capital projects in the next budget cycle by transfers from operating funds into capital project funds. Most of the Capital Construction and Capital Project funds are beginning FY'16 with higher than expected fund balances but that is typically due to the timing of project expenditures compared to budget and not significant budget to actual differences for the projects.

FUND BALANCES

Ending fund balances are always an important statistic for City financial reports and we're pleased to announce the General Fund is starting Fiscal 2016 with a fund balance approximately $1.7 million higher than budgeted for Fiscal 2016. The General Fund contains the majority of the City's non-utility operating programs including the largest operating department, Public Safety. The budgetary balance for the General Fund, including all General Fund programs except restricted resources from the Building and Tourism departments, was $11,947,621. This equates to approximately 43.5% of General Fund expenditures for Fiscal 2016 and is slightly above the City's financial policy range of 30% to 40% of annual expenditures.

General Fund departments with the largest budgetary savings during the year by dollar amount included Public Safety, Planning, and Parks Maintenance largely due to personnel vacancies at different points in the year. The total General Fund balance increased slightly during the year as revenues were slightly above budget and expenditure savings were slightly higher than average throughout operating departments in the General Fund. Due to a number of factors mentioned below under the graph of the General Fund balance, the General Fund is better positioned today to maintain a relatively consistent fund balance through fiscal 2018 as opposed to a couple years ago. However, the General Fund still doesn't have the financial flexibility to add new ongoing operational services without a new ongoing revenue source to keep the budget balanced well into the future.

Included on the following page is a report that compares the actual ending fund balances for FY'15 to the fund balance amounts that each fund had budgeted to begin the next fiscal year. Almost all funds are beginning FY'16 with fund balances slightly larger than budgeted.

Due mostly to expenditure savings and revenue above budget in a very warm and dry year, the Water operations fund is $1.3 million ahead of projections and the Wastewater operations fund is about $0.9 million ahead of budget projections. This will allow additional transfers to Water capital projects and Wastewater capital projects in the next budget period and will help in dedicating additional internal revenue sources to major planned projects such as the new Water Treatment Plant and the Wastewater Plant expansion.

City of Grants Pass
Ending Fund Balances
6/30/2015
(unaudited)

	FY15 Ending Fund Balance ACTUAL	FY'16 Beginning Fund Balance BUDGET	BUDGET VARIANCE	Fund Balance as a % of FY'16 exp budget	Policy or Target %
General Fund Balance (unrestricted)	$ 11,947,621	$ 10,309,254	$ 1,638,367	43.5%	**30% to 40%**
Building Fund Balance (restricted in General Fund)	$ 597,269	$ 505,787	$ 91,482		
Tourism Fund Balance (restricted in General Fund)	$ 75,785	$ 84,185	$ (8,400)		
Total General Fund	**$ 12,620,675**	**$ 10,899,226**	**$ 1,721,449**		
Transportation/Street Utility	$ 1,360,714	$ 662,426	$ 698,288	36.4%	**25% to 35%**
Utilities/Storm Water	$ -	$ -	$ -	n/a	**25% to 35%**
Utilities/Water	$ 3,426,374	$ 2,136,390	$ 1,289,984	44.4%	**25% to 35%**
Utilities/Wastewater	$ 2,639,000	$ 1,738,431	$ 900,569	40.1%	**25% to 35%**
Solid Waste	$ 173,164	$ 208,823	$ (35,659)		
Administrative Services	$ 1,395,713	$ 770,508	$ 625,205	36.8%	**15% to 25%**
Support Services:					
PCD Management Fund	$ 270,158	$ 141,325	$ 128,833		
Engineering Fund	$ 539,389	$ 286,558	$ 252,831	57.1%	**25% to 35%**
Property Management Fund	$ 354,755	$ 248,164	$ 106,591	46.1%	**10% to 20%**
Information Technology Fund	$ 201,152	$ 132,564	$ 68,588	24.3%	**15% to 25%**
Garage Operations Fund	$ 531,926	$ 368,391	$ 163,535	52.6%	**25% to 35%**
Equipment Replacement	$ 3,783,170	$ 3,248,463	$ 534,707		
Insurance Funds	$ 3,897,230	$ 4,191,418	$ (294,188)		
Capital Construction Funds:					
Transportation – Capital Construction	$ 5,545,798	$ 6,409,451	$ (863,653)		
Storm Water – Capital Construction	$ 311,393	$ 261,810	$ 49,583		
Water – Capital Construction	$ 4,587,394	$ 4,024,896	$ 562,498		
Wastewater – Capital Construction	$ 5,578,009	$ 4,024,896	$ 1,553,113		
Solid Waste – Capital Construction	$ 1,343,334	$ 1,304,848	$ 38,486		
Lands & Buildings Projects – Capital	$ 4,155,599	$ 3,537,696	$ 617,903		
Auxiliary Services:					
Transient Room Tax Fund	$ -	$ -	$ -		
Bancroft Bond Fund	$ 114,351	$ 99,480	$ 14,871		
General Obligation Bond Fund	$ 56,894	$ 53,400	$ 3,494		
Industrial Loan Fund	$ 937,154	$ 930,599	$ 6,555		
CD Block Grant Fund	$ 205,561	$ 206,718	$ (1,157)		
Environmental Fees	$ 12,281	$ -	$ 12,281		
Trust Fund	$ 184,290	$ 182,318	$ 1,972		

On the previous page, the column that shows the **Policy or Target %** numbers show the target fund balance policy that has been written into the City's financial policies for certain funds. For the second year in a row, all funds meet at least their minimum fund balance policy. And most have balances slightly in excess of target ranges which will allow additional resources to be transferred to one-time needs such as capital projects in the next budget process.

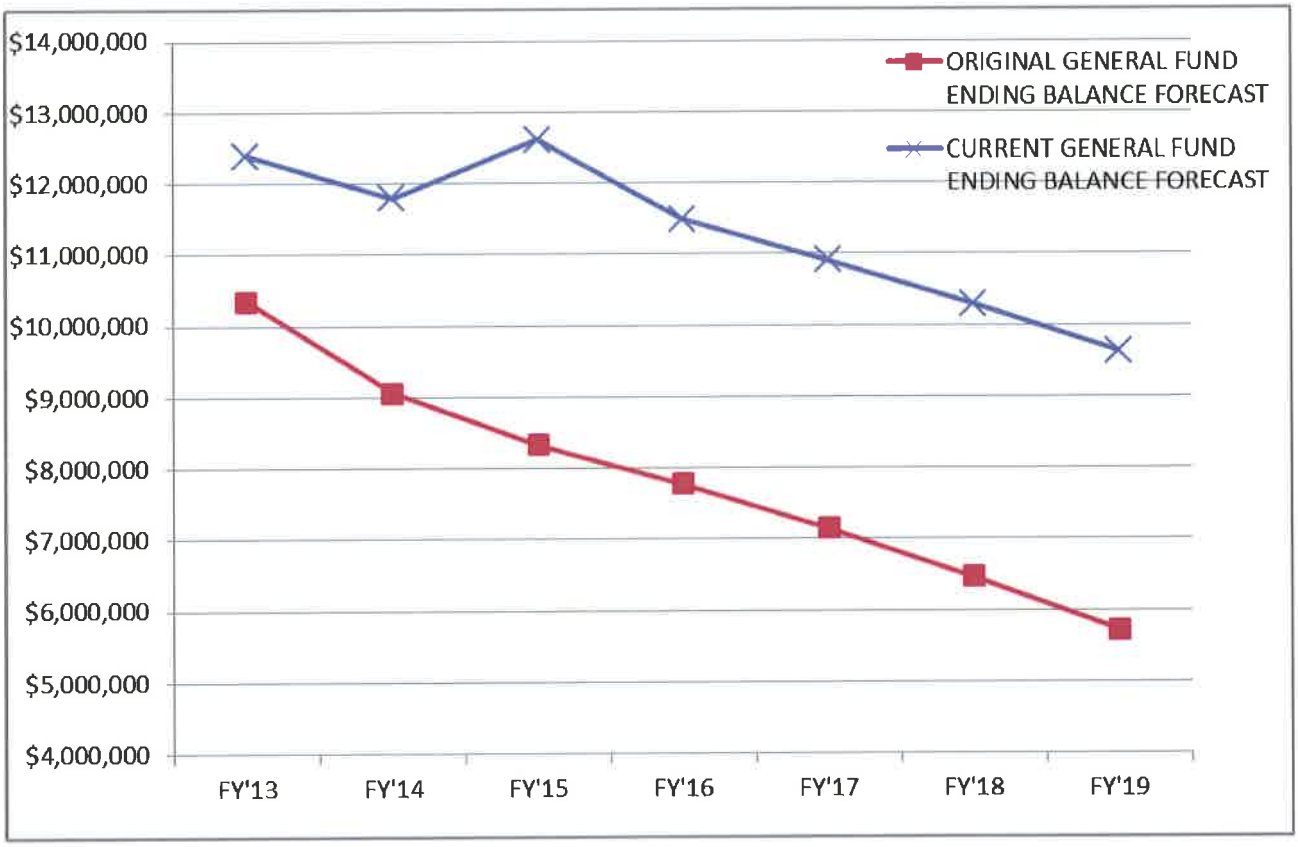
There were also two factors that contributed to some higher fund balances compared to budget this year, factors that won't be reoccurring in future years. At the end of FY'15, the City switched from being self-insured for workers' compensation to a policy that limits the out of pocket expenses in any given year. This requires less reserves to be maintained in the Workers Compensation Insurance Fund, and this fund gave a large credit back to operating departments that pay into the fund. The total credit given back to the various operating funds at the end of FY'15 was over $400,000. In addition, the City also changed the budgetary method of accounting for certain long-term retirement liabilities, and is now recording those payments as contractually required rather than setting money aside on a budgetary basis as the City used to do in recent years (this relates to a liability for providing retiree insurance, which the City discontinued for all employees that began working for the City after 2007). Simply stated, all long-term personnel related liabilities are now being treated the same as long-term debt on the budgetary financial statements, and on a budgetary basis the expenditures are only recorded when the contractual payments are made for these obligations. Changing the way the insurance liability was tracked provided a one-time budgetary boost to all the enterprise and internal service funds which were setting aside money for future payments. All long-term liabilities for personnel or otherwise are still recorded and disclosed in various schedules in the City's CAFR (annual audit report) as required by governmental accounting standards.

General Fund 5-year forecast:

In the spring of 2013 a longer-term revenue, expenditure, and fund balance forecast was created for the General Fund under the assumption of continuing the Public Safety levy at the same rate of $1.79 for a maximum term of 5 years. Since then, the measure for the next levy was created and approved by voters for four years at the same rate and the following major factors have impacted the path of the current forecast compared to the original forecast:

- Actual closing fund balance for FY'13, FY'14, and FY'15 (slightly higher savings amounts than forecast in each year)
- Revised property tax forecast and 2014 approved annexation
- PERS law changes and rate changes implemented in 2013/2014
- Other factors impacting the FY'16 Budget and future budgets

The original and revised General Fund balance forecast is shown below based on the most recent information available.



Continued conservative spending will be the key to maintaining a fund balance within our financial policies, as General Fund revenue growth is expected to remain in the 1-3% range per year in the near-term. While many properties still have an assessed value under the property's market value, property tax revenue growth will be to some extent limited by growth in market values and the levels of development activity. Projections originally developed for the next four years to forecast the next levy period called for revenue growth of 2.2% per year for property taxes (including new construction) and 1% growth per year for other Public Safety revenues. On the expenditure side, the General Fund's personnel expenditures are projected to grow 2.5% per year on average and other expenditures are expected to grow 2.0% per year to account for both inflation and a minimal amount of growth in the City.

LONG-TERM PLANNING FOR UTILITY INFRASTRUCTURE

While all of the utility operational funds meet the minimum financial policy guidelines in place today, resources available to build the utility infrastructure projects on the horizon in the intermediate term are insufficient to build the projects without a significant amount of external borrowing. The shortfall in resources available to complete pending high priority utility infrastructure projects will continue to be an important discussion for the City as it has been in recent years. The expansion of the Wastewater Plant in three phases began in FY'15 and the complete replacement of the aging Water Plant is in the early planning phases. The more borrowing that is required for these major infrastructure projects, the more interest expenses will add to project costs and user rates in the future. A large performance audit and strategic planning project for Water and Wastewater was completed in October of 2015 to help ensure these major capital projects and utility operations move forward as efficiently and effectively as possible. Water and Wastewater utility rates will need an in depth review over the next year to accommodate

the bond debt service that will result from completing these major projects and a phasing in of rate increases over a multi-year period will likely be the end result.

The Wastewater Plant expansion is set for three phases, and the Wastewater Fund has recently completed phase one without borrowing. However, phase two which is likely to begin within two to three years is about $8-$9 million and would require borrowing. Phase three is another $8-$9 million and will begin approximately four years after phase two. The more we can adjust rates to prepare for the costs and long-term debt requirements of these projects, the more we can limit the long-term costs of borrowing.

The planned new Water Treatment Plant has a master plan showing the ultimate long-term capacity and cost would be a plant with an initial cost of as much as $56 million. However, staff will be reviewing options for building a slightly smaller capacity plant designed to meet short-term and intermediate-term water demands with the room to expand capacity in the future. Over the next year the site for the new water plant will be determined and the procurement process for the design and construction of the new plant will begin. This project will also require a significant bond issue and many of the available water capital project resources are being directed to this major plant project in order to limit the eventual size of the borrowing.

THE ANNUAL CLOSING PROCESS, FINANCIAL REPORTING, AND YEAR-ROUND BUDGET PROCESS

The end of fiscal year financial closing process is a time intensive process that ensures the financial reports as of June 30th are an accurate financial snapshot in time. This process takes nearly 3 months to finalize, and requires a number of expense and revenue accruals. Any goods or services that have been received before June 30th but not yet paid for, any employee hours worked before June 30th but not yet been paid via paychecks, and many types of revenue sources due to the City as of June 30th but not yet been paid have to be recorded in our financial records both for budgetary reporting and annual audit reporting. For governmental funds anything that is due to the City on June 30th and received by the end of August can be recorded as budgetary revenue for the year, while accounting for Enterprise Funds is similar to private sector accounting and private sector financial accrual methods. This is the main reason the unaudited financial reports cannot be released until late September or early October each year, followed by the annual financial audit before the final report is released in December.

Since June marks the end of a quarter and the fiscal year, attached in this month's financial report package includes the City's typical monthly and quarterly reports as follows (note the expanded revenue and expenditure summaries will look slightly different as they are from the new financial software system):

- Monthly Financial Report
- Expanded Year-To-Date Revenue Summary by Fund
- Expanded Year-To-Date Expenditure Summary by Fund
- Quarterly Capital Fund and Capital Project Report
- Quarterly Investment Report
- Year End Revenue and Expenditure exception reports

The City's annual financial audit was completed during November and December, and the Comprehensive Annual Financial Report was issued during the week of December

21st. The due date for the City's full audit report is December 31st each year and the report was once again issued on time to meet regulatory and GFOA award requirements. The full audit report can be found online at the link below and provides much more information than the brief budgetary summary provided in this report and text.

http://www.grantspassoregon.gov/172/Comprehensive-Annual-Financial-Report-CA

We hope this discussion and analysis provided some insight into the City financial activities. Should you have additional comments or questions please feel free to contact the Finance Department.

Jay Meredith, CPA
Finance/Fleet Director
Phone: 541-450-6021
http://www.grantspassoregon.gov

City of Grants Pass
101 NW A Street
Grants Pass, OR 97526
Where the Rogue River Runs

CITY OF GRANTS PASS

MONTHLY FINANCIAL REPORT

June 30, 2015

unaudited

Budget to Actuals

	ANNUAL BUDGET	JUNE BUDGET	JUNE ACTUAL***	% OF MONTH BUDGET	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL***	% OF YEAR-TO-DATE BUDGET
General Fund:							
Revenues							
Beginning Balance	$ 10,515,825				$ 10,515,825	$ 11,799,811	
Property Tax	$ 15,480,030	$ 1,290,002.50	$ 745,133	58%	$ 15,480,030	$ 15,745,503	102%
Franchise & Other Taxes	$ 3,114,900	$ 259,575	$ 666,599	257%	$ 3,114,900	$ 3,279,784	105%
Licenses & Permits	$ 315,640	$ 26,303	$ 72,705	276%	$ 315,640	$ 394,088	125%
Inter-Governmental & Grants	$ 1,540,604	$ 128,384	$ 288,533	225%	$ 1,540,604	$ 1,599,167	104%
Fees & Charges for Service	$ 2,115,740	$ 176,312	$ 317,844	180%	$ 2,115,740	$ 2,319,147	110%
Interest Income (misc)	$ 74,000	$ 6,167	$ 8,591	139%	$ 74,000	$ 87,246	118%
Other Revenue	$ 179,275	$ 14,940	$ 185,427	1241%	$ 179,275	$ 252,485	141%
Transfers	$ 1,151,300	$ 95,942	$ 188,824	197%	$ 1,151,300	$ 1,127,703	98%
TOTAL RESOURCES	**$ 34,487,314**	**$ 1,997,624**	**$ 2,473,656**	**124%**	**$ 34,487,314**	**$ 36,604,934**	**106%**
Expenditures							
Council and General Operations	$ 3,425,163	$ 285,430	$ 623,101	218%	$ 3,425,163	$ 3,443,507	101%
Public Safety	$ 18,205,819	$ 1,517,152	$ 1,925,575	127%	$ 18,205,819	$ 16,771,636	92%
Parks & Recreation	$ 1,944,343	$ 162,029	$ 249,587	154%	$ 1,944,343	$ 1,787,035	92%
Community Development	$ 1,346,497	$ 112,208	$ 51,094	46%	$ 1,346,497	$ 1,135,129	84%
Economic Dev/Tourism/Downtown Dev.	$ 898,563	$ 74,880	$ 95,119	127%	$ 898,563	$ 846,954	94%
Contingency & Ending Balance (Budgetary)	$ 8,159,687				$ 8,159,687	$ 11,873,404	
Ending Balance Building (Budgetary Basis)	$ 507,242				$ 507,242	$ 747,269	
TOTAL REQUIREMENTS	**$ 34,487,314**	**$ 2,151,699**	**$ 2,944,476**	**137%**	**$ 34,487,314**	**$ 36,604,934**	
Fund Balance End of Period GAAP Basis (Includes Interfund Loans Out $1,460,000)						$ 14,080,673	

	ANNUAL BUDGET	JUNE BUDGET	JUNE ACTUAL***	% OF MONTH BUDGET	YEAR-TO-DATE BUDGET *	YEAR-TO-DATE ACTUAL***	% OF YEAR-TO-DATE BUDGET *
Transient Room Tax:							
Beginning Balance	$ 144,300				$ 144,300	$ 101,289	
Revenues	$ 1,239,700	$ 103,308	$ 533	1%	$ 1,239,700	$ 1,204,786	97%
Expenditures	$ 1,334,000	$ 111,167	$ 212,391	191%	$ 1,334,000	$ 1,306,075	98%
Ending Balance/Contingency (Budgetary)	$ 50,000				$ 50,000	$ -	Budgetary Balance**
Street Utility:							
Beginning Balance	$ 687,503				$ 687,503	$ 890,671	
Revenues	$ 3,268,352	$ 272,363	$ 745,180	274%	$ 3,268,352	$ 3,310,060	101%
Expenditures	$ 3,496,597	$ 291,383	$ 202,192	69%	$ 3,496,597	$ 2,840,017	81%
Ending Balance/Contingency (Budgetary)	$ 459,258				$ 459,258	$ 1,360,714	Budgetary Balance**
CD Block Grant / HUD:							
Beginning Balance	$ 1,379,134				$ 1,379,134	$ 1,368,998	
Revenues	$ 454,595	$ 37,883	$ 22,626	60%	$ 454,595	$ 84,293	19%
Expenditures	$ 1,011,000	$ 84,250	$ 11,246	13%	$ 1,011,000	$ 310,576	31%
Ending Balance/Contingency (Budgetary)	$ 822,729				$ 822,729	$ 1,142,715	Budgetary Balance**
Debt Service, Gen Obligation and Bancroft:							
Beginning Balance	$ 80,974				$ 80,974	$ 138,645	
Revenues	$ 1,975,800	$ 164,650	$ 53,763	33%	$ 1,975,800	$ 1,269,221	64%
Expenditures	$ 1,989,200	$ 165,767	$ 152,113	92%	$ 1,989,200	$ 1,236,621	62%
Ending Balance/Contingency (Budgetary)	$ 67,574				$ 67,574	$ 171,245	Budgetary Balance**
Storm Drain and Capital Projects:							
Beginning Balance	$ 298,112				$ 298,112	$ 453,780	
Revenues	$ 193,000	$ 16,083	$ 8,952	56%	$ 193,000	$ 249,273	129%
Expenditures	$ 490,753	$ 40,896	$ 49,987	122%	$ 490,753	$ 391,660	80%
Ending Balance/Contingency (Budgetary)	$ 359				$ 359	$ 311,393	Budgetary Balance**
Transportation / Lands and Buildings Capital Projects:							
Beginning Balance	$ 11,448,606				$ 11,448,606	$ 13,264,079	
Revenues	$ 13,266,787	$ 6,633,394	$ 739,334	11%	$ 79,600,722	$ 5,377,812	7%
Expenditures	$ 24,715,393	$ 2,059,616	$ 1,759,213	85%	$ 24,715,393	$ 8,940,494	36%
Ending Balance/Contingency (Budgetary)	$ -				$ -	$ 9,701,397	Budgetary Balance**

	ANNUAL BUDGET	JUNE BUDGET	JUNE ACTUAL***	% OF MONTH BUDGET	YEAR-TO-DATE BUDGET *	YEAR-TO-DATE ACTUAL***	% OF YEAR-TO-DATE BUDGET *
Wastewater Fund:							
Beginning Balance	$ 1,933,582				$ 1,933,582	$ 2,567,747	
Revenues	$ 5,911,000	$ 492,583	$ 643,670	131%	$ 5,911,000	$ 6,136,223	104%
Expenditures	$ 6,579,609	$ 548,301	$ 337,924	62%	$ 6,579,609	$ 6,064,970	92%
Ending Balance/Contingency (Budgetary)	$ 1,264,973				$ 1,264,973	$ 2,639,000	Budgetary Balance**
Wastewater Capital Projects:							
Beginning Balance	$ 2,938,070				$ 2,938,070	$ 4,180,610	
Revenues	$ 2,499,392	$ 208,283	$ 83,727	40%	$ 2,499,392	$ 2,678,217	107%
Expenditures	$ 5,437,462	$ 453,122	$ 559,516	123%	$ 5,437,462	$ 1,280,818	24%
Ending Balance/Contingency (Budgetary)	$ -				$ -	$ 5,578,009	Budgetary Balance**
Solid Waste and Capital Projects:							
Beginning Balance	$ 1,566,382				$ 1,566,382	$ 1,442,688	
Revenues	$ 586,712	$ 48,893	$ 216,178	442%	$ 586,712	$ 620,280	106%
Expenditures	$ 1,948,670	$ 162,389	$ 86,288	53%	$ 1,948,670	$ 534,191	27%
Ending Balance/Contingency (Budgetary)	$ 204,424				$ 204,424	$ 1,528,777	Budgetary Balance**
Water Fund:							
Beginning Balance	$ 1,913,280				$ 1,913,280	$ 3,332,525	
Revenues	$ 5,666,900	$ 472,242	$ 662,464	140%	$ 5,666,900	$ 6,150,745	109%
Expenditures	$ 6,472,910	$ 539,409	$ 391,595	73%	$ 6,472,910	$ 6,056,955	94%
Ending Balance/Contingency (Budgetary)	$ 1,107,270				$ 1,107,270	$ 3,426,315	Budgetary Balance**
Water Capital Projects:							
Beginning Balance	$ 1,229,391				$ 1,229,391	$ 2,618,671	
Revenues	$ 2,643,177	$ 220,265	$ 44,081	20%	$ 2,643,177	$ 2,862,713	108%
Expenditures	$ 3,872,568	$ 322,714	$ 243,240	75%	$ 3,872,568	$ 893,990	23%
Ending Balance/Contingency (Budgetary)	$ -				$ -	$ 4,587,394	Budgetary Balance**
Vehicle Maintenance							
Beginning Balance	$ 270,323				$ 270,323	$ 438,630	
Revenues	$ 1,400,569	$ 116,714	$ 67,276	58%	$ 1,400,569	$ 801,171	57%
Expenditures	$ 1,494,664	$ 124,555	$ 53,158	43%	$ 1,494,664	$ 707,875	47%
Ending Balance/Contingency (Budgetary)	$ 176,228				$ 176,228	$ 531,926	Budgetary Balance**
Vehicle & Equipment Replacement							
Beginning Balance	$ 3,003,662				$ 3,003,662	$ 3,920,701	
Revenues	$ 668,346	$ 55,696	$ 70,019	126%	$ 668,346	$ 718,538	108%
Expenditures	$ 2,113,508	$ 176,126	$ 15,296	9%	$ 2,113,508	$ 856,069	41%
Ending Balance/Contingency (Budgetary)	$ 1,558,500				$ 1,558,500	$ 3,783,170	Budgetary Balance**
Information Technology:							
Beginning Balance	$ 206,039				$ 206,039	$ 265,399	
Revenues	$ 691,104	$ 57,592	$ (24,333)	-42%	$ 691,104	$ 609,038	88%
Expenditures	$ 721,769	$ 60,147	$ 69,591	116%	$ 721,769	$ 673,285	93%
Ending Balance/Contingency (Budgetary)	$ 175,374				$ 175,374	$ 201,152	Budgetary Balance**
Property Management:							
Beginning Balance	$ 151,287				$ 151,287	$ 272,533	
Revenues	$ 686,907	$ 57,242	$ 61,975	108%	$ 686,907	$ 695,633	101%
Expenditures	$ 721,700	$ 60,142	$ 71,680	119%	$ 721,700	$ 613,411	85%
Ending Balance/Contingency (Budgetary)	$ 116,494				$ 116,494	$ 354,755	Budgetary Balance**
Engineering:							
Beginning Balance	$ 122,326				$ 122,326	$ 302,474	
Revenues	$ 790,500	$ 65,875	$ 86,266	131%	$ 790,500	$ 928,895	118%
Expenditures	$ 787,789	$ 65,649	$ 42,865	65%	$ 787,789	$ 691,980	88%
Ending Balance/Contingency (Budgetary)	$ 125,037				$ 125,037	$ 539,389	Budgetary Balance**
Community Dev. Management:							
Beginning Balance	$ 140,449				$ 140,449	$ 268,277	
Revenues	$ 1,106,610	$ 92,218	$ (90,823)	-98%	$ 1,106,610	$ 956,336	86%
Expenditures	$ 1,104,418	$ 92,035	$ 115,436	125%	$ 1,104,418	$ 954,455	86%
Ending Balance/Contingency (Budgetary)	$ 142,641				$ 142,641	$ 270,158	Budgetary Balance**

	ANNUAL BUDGET	JUNE BUDGET	JUNE ACTUAL***	% OF MONTH BUDGET	YEAR-TO-DATE BUDGET *	YEAR-TO-DATE ACTUAL***	% OF YEAR-TO-DATE BUDGET *
Insurance:							
Beginning Balance	$ 3,763,990				$ 3,763,990	$ 3,854,869	
Revenues	$ 1,266,034	$ 105,503	$ (116,961)	-111%	$ 1,266,034	$ 984,151	78%
Expenditures	$ 1,110,940	$ 92,578	$ 193,946	209%	$ 1,110,940	$ 941,790	85%
Ending Balance/Contingency (Budgetary)	$ 3,919,084				$ 3,919,084	$ 3,897,230	Budgetary Balance**
Administrative Services Fund:							
Beginning Balance	$ 554,598				$ 554,598	$ 1,301,374	
Revenues	$ 3,425,844	$ 285,487	$ 37,445	13%	$ 3,425,844	$ 3,211,469	94%
Expenditures	$ 3,529,663	$ 294,139	$ 364,583	124%	$ 3,529,663	$ 3,117,131	88%
Ending Balance/Contingency (Budgetary)	$ 450,779				$ 450,779	$ 1,395,712	Budgetary Balance**
Jos. County/City of GP Solid Waste Agency:							
Beginning Balance	$ 1,759,482				$ 1,759,482	$ 2,002,809	
Revenues	$ 310,000	$ 25,833	$ 52,960	205%	$ 310,000	$ 306,870	99%
Expenditures	$ 440,250	$ 36,688	$ 20,353	55%	$ 440,250	$ 176,825	40%
Ending Balance/Contingency (Budgetary)	$ 1,629,232				$ 1,629,232	$ 2,132,854	Budgetary Balance**

* Budget revenues exclude beginning balances. Budget expenditures exclude contingencies and ending balances.

** Budgetary Balance refers to total fund balance excluding capital assets, long-term debt, and interfund loans.

*** Actual columns represents the expenditures and revenues received in the month for the current fiscal year. Depending on the program these results may run approximately 1/2 month behind given the fiscal year-end accruals that will be recorded at the end of each fiscal year. For the months of August-May month-to-date results are fairly representative of a typical month (barring seasonality issues and a handful of revenue items recieved in August). At fiscal year-end, any revenues due at June 30th recieved by August 31st in Governmental Funds will be recognized as revenue in the prior fiscal year. In this same manner, all expenditures due at June 30th (which are generally paid by July 31st) are also recorded to the prior fiscal year. Thus the July and August report may not reflect a typical month and the June report will have higher than average revenues and expenditures.

Investments:		Average Yield	
Oregon State LGIP	$ 40,288,273	0.53%	
Bank Savings & Money Market	$ 216,188	0.10%	
Federal Government Bonds	$ 7,992,193	1.03%	
Bank Time Deposits	$ 9,206,060	1.04%	
TOTAL	**$ 57,702,714**	**0.68%**	**Overall Average**

Debt Outstanding:	
Public Safety General Obl. Bonds	$ 3,805,000
City Wastewater Utility and RSSSD - 2009 Refunding Bonds	$ 3,700,000
City Water General Obl. Bonds	$ 3,875,000
Total Non-Bonded Debt	$ -
TOTAL	**$ 11,380,000**
Bonded Debt % of Legal Limit (est.)	4.32%

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
110 GENERAL FUND					
02 GENERAL OPERATIONS					
31 TAXES	-3,114,900	0	-3,114,900	-3,279,783.65	
32 LICENSES AND PERMITS	-6,940	0	-6,940	-10,875.00	
33 INTERGOVERNMENTAL RE	-864,700	0	-864,700	-902,131.00	
34 CHARGES FOR SERVICES	-1,460,100	0	-1,460,100	-1,543,348.60	
36 INTEREST	-71,500	0	-71,500	-84,279.88	
49 OTHER REVENUE	-10,000	0	-10,000	-16,031.38	
TOTAL GENERAL OPERATIONS	-5,528,140	0	-5,528,140	-5,836,449.51	
14 PS-FIRE RESCUE DIVISION					
31 TAXES	-4,887,500	0	-4,887,500	-4,858,507.88	
32 LICENSES AND PERMITS	0	0	0	-1,390.00	
33 INTERGOVERNMENTAL RE	-86,404	0	-86,404	-90,624.36	
34 CHARGES FOR SERVICES	-1,900	0	-1,900	-1,870.00	
49 OTHER REVENUE	-500	0	-500	-61,980.14	
TOTAL PS-FIRE RESCUE DIVISION	-4,976,304	0	-4,976,304	-5,014,372.38	
15 PS-POLICE DIVISION					
31 TAXES	-7,991,900	0	-7,991,900	-8,226,428.70	
33 INTERGOVERNMENTAL RE	-78,100	0	-78,100	-95,889.46	
34 CHARGES FOR SERVICES	-232,100	0	-232,100	-259,804.51	
35 FINES & FORFEITURES	-200,800	0	-200,800	-152,893.09	
49 OTHER REVENUE	-143,800	0	-143,800	-121,255.93	
50 TRANSFERS	-234,800	0	-234,800	-230,471.55	
TOTAL PS-POLICE DIVISION	-8,881,500	0	-8,881,500	-9,086,743.24	
16 PS-SUPPORT DIVISION					

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRA
31 TAXES	-2,557,500	0	-2,557,500	-2,616,758.66	
33 INTERGOVERNMENTAL RE	-507,800	0	-507,800	-506,922.36	
49 OTHER REVENUE	0	0	0	-3,362.00	
TOTAL PS-SUPPORT DIVISION	-3,065,300	0	-3,065,300	-3,127,043.02	
18 CRISIS SUPPORT					
31 TAXES	-43,130	0	-43,130	-43,807.73	
TOTAL CRISIS SUPPORT	-43,130	0	-43,130	-43,807.73	
21 BUILDING AND SAFETY					
32 LICENSES AND PERMITS	-290,400	0	-290,400	-357,494.27	
34 CHARGES FOR SERVICES	-142,200	0	-142,200	-243,554.41	
36 INTEREST	-2,500	0	-2,500	-2,966.30	
49 OTHER REVENUE	0	0	0	-1,097.00	
TOTAL BUILDING AND SAFETY	-435,100	0	-435,100	-605,111.98	
22 PLANNING					
32 LICENSES AND PERMITS	-9,500	0	-9,500	-7,169.00	
34 CHARGES FOR SERVICES	-68,040	0	-68,040	-107,282.88	
49 OTHER REVENUE	-300	0	-300	-1,310.00	
TOTAL PLANNING	-77,840	0	-77,840	-115,761.88	
35 ECONOMIC DEVELOPMENT					
49 OTHER REVENUE	0	0	0	-341.00	
50 TRANSFERS	-159,400	0	-159,400	-156,103.66	
TOTAL ECONOMIC DEVELOPMENT	-159,400	0	-159,400	-156,444.66	
36 TOURISM PROMOTION SERVICE					

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
34 CHARGES FOR SERVICES	-2,900	0	-2,900	-478.50	
49 OTHER REVENUE	0	0	0	-6.00	
50 TRANSFERS	-396,900	0	-396,900	-388,552.26	
TOTAL TOURISM PROMOTION SERVICE	-399,800	0	-399,800	-389,036.76	
37 DOWNTOWN DEVELOPMENT					
32 LICENSES AND PERMITS	-8,800	0	-8,800	-17,160.00	
35 FINES & FORFEITURES	-7,700	0	-7,700	-9,915.50	
49 OTHER REVENUE	-1,350	0	-1,350	-9,072.43	
50 TRANSFERS	-154,400	0	-154,400	-151,103.66	
TOTAL DOWNTOWN DEVELOPMENT	-172,250	0	-172,250	-187,251.59	
41 PARKS MAINTENANCE SERVICE					
33 INTERGOVERNMENTAL RE	-3,600	0	-3,600	-3,600.00	
49 OTHER REVENUE	-22,925	0	-22,925	-33,037.66	
50 TRANSFERS	-205,800	0	-205,800	-201,471.55	
TOTAL PARKS MAINTENANCE SERVICE	-232,325	0	-232,325	-238,109.21	
42 RECREATION SERVICES					
49 OTHER REVENUE	-400	0	-400	-659.00	
TOTAL RECREATION SERVICES	-400	0	-400	-659.00	
43 AQUATIC SERVICES					
49 OTHER REVENUE	0	0	0	-4,333.07	
TOTAL AQUATIC SERVICES	0	0	0	-4,333.07	
TOTAL GENERAL FUND	-23,971,489	0	-23,971,489	-24,805,124.03	
220 TRANSIENT ROOM TAX FUND					

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220 TRANSIENT ROOM TAX FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
32 TRANSIENT ROOM TAX					
31 TAXES	-1,239,700	0	-1,239,700	-1,203,543.88	
36 INTEREST	0	0	0	-1,241.65	
TOTAL TRANSIENT ROOM TAX	-1,239,700	0	-1,239,700	-1,204,785.53	
TOTAL TRANSIENT ROOM TAX FUND	-1,239,700	0	-1,239,700	-1,204,785.53	
230 STREET UTILITY					
19 STREET LIGHTS					
50 TRANSFERS	-367,100	0	-367,100	-304,033.61	
TOTAL STREET LIGHTS	-367,100	0	-367,100	-304,033.61	
31 STREET & DRAINAGE MAINT					
36 INTEREST	0	0	0	-7.70	
49 OTHER REVENUE	0	0	0	-25,602.40	
TOTAL STREET & DRAINAGE MAINT	0	0	0	-25,610.10	
38 GENERAL OPERATIONS-STREET					
32 LICENSES AND PERMITS	-10,000	0	-10,000	-9,354.00	
33 INTERGOVERNMENTAL RE	-1,994,752	0	-1,994,752	-2,045,958.97	
34 CHARGES FOR SERVICES	-890,000	0	-890,000	-921,288.13	
36 INTEREST	-3,500	0	-3,500	-3,814.90	
49 OTHER REVENUE	-3,000	0	-3,000	.00	
TOTAL GENERAL OPERATIONS-STREET	-2,901,252	0	-2,901,252	-2,980,416.00	
TOTAL STREET UTILITY	-3,268,352	0	-3,268,352	-3,310,059.71	
251 CDB GRANT HUD FUND					
26 CDB GRANT-HUD					

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251 CDB GRANT HUD FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
33 INTERGOVERNMENTAL RE	-300,000	0	-300,000	.00	
36 INTEREST	-6,160	0	-6,160	-23,697.34	
49 OTHER REVENUE	-11,250	0	-11,250	-14,423.62	
TOTAL CDB GRANT-HUD	-317,410	0	-317,410	-38,120.96	
TOTAL CDB GRANT HUD FUND	-317,410	0	-317,410	-38,120.96	
252 CDBG GRANT-STATE FUND					
27 CDBG GRANT-STATE					
33 INTERGOVERNMENTAL RE	-75,000	0	-75,000	-32,701.00	
36 INTEREST	-1,300	0	-1,300	-168.53	
TOTAL CDBG GRANT-STATE	-76,300	0	-76,300	-32,869.53	
TOTAL CDBG GRANT-STATE FUND	-76,300	0	-76,300	-32,869.53	
262 HOUSING/URBAN DEVELOPMENT FUND					
28 INDUSTRIAL& DOWNTOWN LOAN					
33 INTERGOVERNMENTAL RE	-50,000	0	-50,000	.00	
36 INTEREST	-6,735	0	-6,735	-6,635.68	
49 OTHER REVENUE	-4,150	0	-4,150	-6,666.58	
TOTAL INDUSTRIAL& DOWNTOWN LOAN	-60,885	0	-60,885	-13,302.26	
TOTAL HOUSING/URBAN DEVELOPMENT FUND	-60,885	0	-60,885	-13,302.26	
410 DEBT SERVICE/GEN OBLIG BOND FU					
98 DEBT SERVICE/GEN OBLIG BD					

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410 DEBT SERVICE/GEN OBLIG BOND FU	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
31 TAXES	-1,064,800	0	-1,064,800	-1,062,136.13	
36 INTEREST	-1,000	0	-1,000	-3,463.02	
TOTAL DEBT SERVICE/GEN OBLIG BD	-1,065,800	0	-1,065,800	-1,065,599.15	
TOTAL DEBT SERVICE/GEN OBLIG BOND FU	-1,065,800	0	-1,065,800	-1,065,599.15	
490 DEBT SERVICE/BANCROFT BOND FUN					
95 DEBT SERVICE/BANCROFT					
36 INTEREST	0	0	0	-727.34	
37 SPECIAL ASSMT FINANC	-160,000	0	-160,000	-202,893.83	
39 OTHER FINANCING SOUR	-750,000	0	-750,000	.00	
TOTAL DEBT SERVICE/BANCROFT	-910,000	0	-910,000	-203,621.17	
TOTAL DEBT SERVICE/BANCROFT BOND FUN	-910,000	0	-910,000	-203,621.17	
612 TRANSPORTATION CAPITAL PROJECT					
49 TRANSPORTATION PROJECTS					
33 INTERGOVERNMENTAL RE	-1,457,092	0	-1,457,092	-786,154.55	
36 INTEREST	-10,000	0	-10,000	-30,227.96	
49 OTHER REVENUE	0	0	0	-10,433.22	
50 TRANSFERS	-942,952	0	-942,952	-455,304.77	
TOTAL TRANSPORTATION PROJECTS	-2,410,044	0	-2,410,044	-1,282,120.50	
TOTAL TRANSPORTATION CAPITAL PROJECT	-2,410,044	0	-2,410,044	-1,282,120.50	
613 ALTERNATIVE TRANSPORTATION PRO					
49 TRANSPORTATION PROJECTS					

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613 ALTERNATIVE TRANSPORTATION PRO	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
36 INTEREST	0	0	0	-1,573.17	
50 TRANSFERS	-100,000	0	-100,000	-111,063.52	
TOTAL TRANSPORTATION PROJECTS	-100,000	0	-100,000	-112,636.69	
TOTAL ALTERNATIVE TRANSPORTATION PRO	-100,000	0	-100,000	-112,636.69	
614 TRANSPORTATION CAPITAL PROJECT					
49 TRANSPORTATION PROJECTS					
34 CHARGES FOR SERVICES	-150,000	0	-150,000	-80,091.44	
36 INTEREST	0	0	0	-31,871.14	
50 TRANSFERS	900,000	0	900,000	921,945.00	
TOTAL TRANSPORTATION PROJECTS	750,000	0	750,000	809,982.42	
TOTAL TRANSPORTATION CAPITAL PROJECT	750,000	0	750,000	809,982.42	
619 TRANSPORTATION CAPITAL PROJECT					
49 TRANSPORTATION PROJECTS					
33 INTERGOVERNMENTAL RE	-553,000	0	-553,000	.00	
36 INTEREST	0	0	0	-23,283.11	
49 OTHER REVENUE	0	0	0	-1,093.00	
50 TRANSFERS	-2,100,000	0	-2,100,000	-1,350,000.00	
TOTAL TRANSPORTATION PROJECTS	-2,653,000	0	-2,653,000	-1,374,376.11	
TOTAL TRANSPORTATION CAPITAL PROJECT	-2,653,000	0	-2,653,000	-1,374,376.11	
630 SOLID WASTE OPERATIONS					
81 SOLID WASTE OPERATIONS					

FOR 2015 99

630 SOLID WASTE OPERATIONS	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
32 LICENSES AND PERMITS	-2,500	0	-2,500	-880.00	
33 INTERGOVERNMENTAL RE	-15,000	0	-15,000	-15,000.00	
36 INTEREST	-650	0	-650	-1,116.65	
49 OTHER REVENUE	-22,092	0	-22,092	-24,390.00	
50 TRANSFERS	-5,000	0	-5,000	-5,000.00	
TOTAL SOLID WASTE OPERATIONS	-45,242	0	-45,242	-46,386.65	
TOTAL SOLID WASTE OPERATIONS	-45,242	0	-45,242	-46,386.65	
633 LANDFILL/POST CLOSURE OP					
83 LANDFILL/POST CLOSURE OP					
34 CHARGES FOR SERVICES	-127,470	0	-127,470	-115,896.23	
TOTAL LANDFILL/POST CLOSURE OP	-127,470	0	-127,470	-115,896.23	
TOTAL LANDFILL/POST CLOSURE OP	-127,470	0	-127,470	-115,896.23	
635 SOLID WASTE/ENVIRON. FEES					
81 SOLID WASTE OPERATIONS					
34 CHARGES FOR SERVICES	-251,000	0	-251,000	-294,548.50	
TOTAL SOLID WASTE OPERATIONS	-251,000	0	-251,000	-294,548.50	
TOTAL SOLID WASTE/ENVIRON. FEES	-251,000	0	-251,000	-294,548.50	
638 SOLID WASTE CAPITAL PROJECTS F					
89 SOLID WASTE CONSTRUCTION					
36 INTEREST	-13,000	0	-13,000	-13,062.27	

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638 SOLID WASTE CAPITAL PROJECTS F	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
49 OTHER REVENUE	-150,000	0	-150,000	-150,387.00	
50 TRANSFERS	0	0	0	.00	
TOTAL SOLID WASTE CONSTRUCTION	-163,000	0	-163,000	-163,449.27	
TOTAL SOLID WASTE CAPITAL PROJECTS F	-163,000	0	-163,000	-163,449.27	
640 STORM WATER UTILITY FUND					
46 GEN PROG OPS STORM WATER					
50 TRANSFERS	-136,000	0	-136,000	-135,642.48	
TOTAL GEN PROG OPS STORM WATER	-136,000	0	-136,000	-135,642.48	
TOTAL STORM WATER UTILITY FUND	-136,000	0	-136,000	-135,642.48	
642 STORM WATER & OPEN SPACE FUND					
29 STORM DRAIN SDCs					
34 CHARGES FOR SERVICES	-25,000	0	-25,000	-79,074.59	
36 INTEREST	-2,000	0	-2,000	-2,063.27	
50 TRANSFERS	105,000	0	105,000	105,000.00	
TOTAL STORM DRAIN SDCs	78,000	0	78,000	23,862.14	
TOTAL STORM WATER & OPEN SPACE FUND	78,000	0	78,000	23,862.14	
648 STORM DRAIN & OPEN SPACE CAPIT					
29 STORM DRAIN SDCs					
36 INTEREST	0	0	0	-2,207.25	
49 OTHER REVENUE	0	0	0	-285.97	

FOR 2015 99

648 STORM DRAIN & OPEN SPACE CAPIT	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRJ
50 TRANSFERS	-135,000	0	-135,000	-135,000.00	
TOTAL STORM DRAIN SDCs	-135,000	0	-135,000	-137,493.22	
TOTAL STORM DRAIN & OPEN SPACE CAPIT	-135,000	0	-135,000	-137,493.22	
691 GENERAL LANDS & BUILDINGS CAPI					
59 LANDS AND BLDGS PROJECTS					
33 INTERGOVERNMENTAL RE	-1,500,000	0	-1,500,000	-1,423,965.00	
34 CHARGES FOR SERVICES	-12,500	0	-12,500	.00	
36 INTEREST	-42,500	0	-42,500	-22,015.01	
39 OTHER FINANCING SOUR	-3,000,000	0	-3,000,000	.00	
49 OTHER REVENUE	-2,283,343	0	-2,283,343	-418,269.48	
50 TRANSFERS	-2,374,600	0	-2,374,600	-1,982,600.00	
TOTAL LANDS AND BLDGS PROJECTS	-9,212,943	0	-9,212,943	-3,846,849.49	
TOTAL GENERAL LANDS & BUILDINGS CAPI	-9,212,943	0	-9,212,943	-3,846,849.49	
692 LANDS & BLDGS PARK LAND SDC					
59 LANDS AND BLDGS PROJECTS					
34 CHARGES FOR SERVICES	-40,000	0	-40,000	-7,664.61	
36 INTEREST	-4,000	0	-4,000	-3,012.85	
50 TRANSFERS	160,000	0	160,000	160,000.00	
TOTAL LANDS AND BLDGS PROJECTS	116,000	0	116,000	149,322.54	
TOTAL LANDS & BLDGS PARK LAND SDC	116,000	0	116,000	149,322.54	
693 LANDS & BLDG PARKS RM TAX					
59 LANDS AND BLDGS PROJECTS					

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693 LANDS & BLDG PARKS RM TAX	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRA
36 INTEREST	-1,000	0	-1,000	-1,088.63	
50 TRANSFERS	224,200	0	224,200	228,528.45	
TOTAL LANDS AND BLDGS PROJECTS	223,200	0	223,200	227,439.82	
TOTAL LANDS & BLDG PARKS RM TAX	223,200	0	223,200	227,439.82	
694 PARKS DEVELOPMENT SDC					
59 LANDS AND BLDGS PROJECTS					
34 CHARGES FOR SERVICES	-35,000	0	-35,000	-2,528.93	
36 INTEREST	0	0	0	-1,046.02	
50 TRANSFERS	55,000	0	55,000	55,000.00	
TOTAL LANDS AND BLDGS PROJECTS	20,000	0	20,000	51,425.05	
TOTAL PARKS DEVELOPMENT SDC	20,000	0	20,000	51,425.05	
720 WASTEWATER					
72 WASTEWATER TREATMENT					
34 CHARGES FOR SERVICES	-11,900	0	-11,900	-9,141.35	
49 OTHER REVENUE	0	0	0	-1,466.79	
TOTAL WASTEWATER TREATMENT	-11,900	0	-11,900	-10,608.14	
76 WASTEWATER-GEN PROGRAM OP					
34 CHARGES FOR SERVICES	-5,845,600	0	-5,845,600	-6,014,518.89	
36 INTEREST	-11,500	0	-11,500	-20,441.36	
37 SPECIAL ASSMT FINANC	0	0	0	-2,009.97	
49 OTHER REVENUE	-42,000	0	-42,000	-88,642.36	
TOTAL WASTEWATER-GEN PROGRAM OP	-5,899,100	0	-5,899,100	-6,125,612.58	

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
TOTAL WASTEWATER	-5,911,000	0	-5,911,000	-6,136,220.72	
722 SEWER SDC					
79 WASTEWATER PROJECTS					
34 CHARGES FOR SERVICES	-150,000	0	-150,000	-291,026.58	
36 INTEREST	0	0	0	-7,417.36	
50 TRANSFERS	150,000	0	150,000	150,000.00	
TOTAL WASTEWATER PROJECTS	0	0	0	-148,443.94	
TOTAL SEWER SDC	0	0	0	-148,443.94	
725 SEWER ADVANCED FINANCING					
79 WASTEWATER PROJECTS					
36 INTEREST	0	0	0	-307.23	
49 OTHER REVENUE	-1,000	0	-1,000	.00	
50 TRANSFERS	1,000	0	1,000	.00	
TOTAL WASTEWATER PROJECTS	0	0	0	-307.23	
TOTAL SEWER ADVANCED FINANCING	0	0	0	-307.23	
728 WASTEWATER PROJECTS					
79 WASTEWATER PROJECTS					
34 CHARGES FOR SERVICES	0	0	0	-376.15	
36 INTEREST	-1,000	0	-1,000	-31,418.78	
49 OTHER REVENUE	0	0	0	-279.00	
50 TRANSFERS	-2,498,392	0	-2,498,392	-2,497,392.00	
TOTAL WASTEWATER PROJECTS	-2,499,392	0	-2,499,392	-2,529,465.93	

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728 WASTEWATER PROJECTS	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
TOTAL WASTEWATER PROJECTS	-2,499,392	0	-2,499,392	-2,529,465.93	
750 WATER OPERATIONS FUNDS					
61 WATER TREATMENT					
49 OTHER REVENUE	0	0	0	-502.48	
TOTAL WATER TREATMENT	0	0	0	-502.48	
62 WATER DISTRIBUTION					
34 CHARGES FOR SERVICES	-101,000	0	-101,000	-114,007.43	
49 OTHER REVENUE	-24,000	0	-24,000	-26,271.68	
TOTAL WATER DISTRIBUTION	-125,000	0	-125,000	-140,279.11	
66 WATER-GENERAL PROGRAM OPS					
34 CHARGES FOR SERVICES	-5,517,150	0	-5,517,150	-5,970,980.10	
36 INTEREST	-12,000	0	-12,000	-15,964.62	
49 OTHER REVENUE	-12,750	0	-12,750	-23,018.68	
TOTAL WATER-GENERAL PROGRAM OPS	-5,541,900	0	-5,541,900	-6,009,963.40	
TOTAL WATER OPERATIONS FUNDS	-5,666,900	0	-5,666,900	-6,150,744.99	
752 WATER SDC FUND					
69 WATER PROJECTS					
34 CHARGES FOR SERVICES	-150,000	0	-150,000	-367,029.36	
36 INTEREST	-4,000	0	-4,000	-6,820.73	
50 TRANSFERS	75,000	0	75,000	75,000.00	
TOTAL WATER PROJECTS	-79,000	0	-79,000	-298,850.09	

FOR 2015 99

752 WATER SDC FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRJ
TOTAL WATER SDC FUND	-79,000	0	-79,000	-298,850.09	
755 WATER ADVANCED FINANCING FUND					
69 WATER PROJECTS					
36 INTEREST	0	0	0	-1,139.35	
49 OTHER REVENUE	-20,000	0	-20,000	-4,881.14	
50 TRANSFERS	20,000	0	20,000	.00	
TOTAL WATER PROJECTS	0	0	0	-6,020.49	
TOTAL WATER ADVANCED FINANCING FUND	0	0	0	-6,020.49	
758 WATER CAPITAL PROJECTS FUND					
69 WATER PROJECTS					
36 INTEREST	-10,000	0	-10,000	-23,419.24	
49 OTHER REVENUE	0	0	0	-247.00	
50 TRANSFERS	-2,554,177	0	-2,554,177	-2,534,177.00	
TOTAL WATER PROJECTS	-2,564,177	0	-2,564,177	-2,557,843.24	
TOTAL WATER CAPITAL PROJECTS FUND	-2,564,177	0	-2,564,177	-2,557,843.24	
811 GARAGE OPERATIONS FUND					
54 GARAGE OPERATIONS					
34 CHARGES FOR SERVICES	-783,569	0	-783,569	-783,568.44	
36 INTEREST	-2,000	0	-2,000	-2,846.66	
39 OTHER FINANCING SOUR	-600,000	0	-600,000	.00	
49 OTHER REVENUE	-15,000	0	-15,000	-14,755.40	
TOTAL GARAGE OPERATIONS	-1,400,569	0	-1,400,569	-801,170.50	

FOR 2015 99

811 GARAGE OPERATIONS FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
TOTAL GARAGE OPERATIONS FUND	-1,400,569	0	-1,400,569	-801,170.50	
812 EQUIPMENT REPLACEMENT FUND					
55 EQUIPMENT REPLACEMENT					
34 CHARGES FOR SERVICES	-628,346	0	-628,346	-615,648.48	
36 INTEREST	-30,000	0	-30,000	-22,965.61	
49 OTHER REVENUE	-10,000	0	-10,000	-79,924.35	
TOTAL EQUIPMENT REPLACEMENT	-668,346	0	-668,346	-718,538.44	
TOTAL EQUIPMENT REPLACEMENT FUND	-668,346	0	-668,346	-718,538.44	
813 INFORMATION TECHNOLOGY FUND					
56 INFORMATION TECHNOLOGY					
34 CHARGES FOR SERVICES	-689,204	0	-689,204	-606,769.66	
36 INTEREST	-1,900	0	-1,900	-1,724.72	
49 OTHER REVENUE	0	0	0	-544.00	
TOTAL INFORMATION TECHNOLOGY	-691,104	0	-691,104	-609,038.38	
TOTAL INFORMATION TECHNOLOGY FUND	-691,104	0	-691,104	-609,038.38	
831 PROPERTY SERVICES FUND					
51 PROPERTY MANAGEMENT					
34 CHARGES FOR SERVICES	-636,082	0	-636,082	-636,096.00	
36 INTEREST	-1,000	0	-1,000	-2,112.36	
49 OTHER REVENUE	-49,825	0	-49,825	-57,424.82	
TOTAL PROPERTY MANAGEMENT	-686,907	0	-686,907	-695,633.18	

FOR 2015 99

831 PROPERTY SERVICES FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
TOTAL PROPERTY SERVICES FUND	-686,907	0	-686,907	-695,633.18	
832 ENGINEERING FUND					
23 ENGINEERING					
34 CHARGES FOR SERVICES	-789,000	0	-789,000	-925,264.63	
36 INTEREST	-1,500	0	-1,500	-2,208.06	
49 OTHER REVENUE	0	0	0	-1,422.00	
TOTAL ENGINEERING	-790,500	0	-790,500	-928,894.69	
TOTAL ENGINEERING FUND	-790,500	0	-790,500	-928,894.69	
833 PARKS & COMMUNITY DEVELOPMENT					
24 PARKS & CD MGMT SERVICES					
34 CHARGES FOR SERVICES	-1,104,510	0	-1,104,510	-951,428.25	
36 INTEREST	-2,100	0	-2,100	-2,210.85	
49 OTHER REVENUE	0	0	0	-2,697.99	
TOTAL PARKS & CD MGMT SERVICES	-1,106,610	0	-1,106,610	-956,337.09	
TOTAL PARKS & COMMUNITY DEVELOPMENT	-1,106,610	0	-1,106,610	-956,337.09	
861 WORKERS COMP INSURANCE					
11 WORKERS COMP INSURANCE					
34 CHARGES FOR SERVICES	-302,000	0	-302,000	894.03	
36 INTEREST	-6,200	0	-6,200	-5,359.73	
49 OTHER REVENUE	0	0	0	-53.79	
TOTAL WORKERS COMP INSURANCE	-308,200	0	-308,200	-4,519.49	

FOR 2015 99

861 WORKERS COMP INSURANCE	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRA
TOTAL WORKERS COMP INSURANCE	-308,200	0	-308,200	-4,519.49	
862 GENERAL INSURANCE FUND					
12 GENERAL INSURANCE					
34 CHARGES FOR SERVICES	-291,409	0	-291,409	-290,383.00	
36 INTEREST	-3,500	0	-3,500	-2,787.27	
49 OTHER REVENUE	-153,705	0	-153,705	-147,069.00	
TOTAL GENERAL INSURANCE	-448,614	0	-448,614	-440,239.27	
TOTAL GENERAL INSURANCE FUND	-448,614	0	-448,614	-440,239.27	
863 HEALTH INSURANCE FUND					
13 BENEFITS ADMINISTRATION					
34 CHARGES FOR SERVICES	-494,920	0	-494,920	-521,822.11	
36 INTEREST	-14,300	0	-14,300	-17,347.49	
49 OTHER REVENUE	0	0	0	-222.09	
TOTAL BENEFITS ADMINISTRATION	-509,220	0	-509,220	-539,391.69	
TOTAL HEALTH INSURANCE FUND	-509,220	0	-509,220	-539,391.69	
890 ADMINISTRATIVE SERVICES FUND					
04 HUMAN RESOURCES					
49 OTHER REVENUE	-3,000	0	-3,000	-3,785.00	
TOTAL HUMAN RESOURCES	-3,000	0	-3,000	-3,785.00	
05 MANAGEMENT SERVICES					

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
33 INTERGOVERNMENTAL RE	0	0	0	-6,041.71	
49 OTHER REVENUE	0	0	0	-58.00	
TOTAL MANAGEMENT SERVICES	0	0	0	-6,099.71	
06 LEGAL SERVICES					
49 OTHER REVENUE	0	0	0	-250.00	
TOTAL LEGAL SERVICES	0	0	0	-250.00	
07 FINANCE					
34 CHARGES FOR SERVICES	-694,523	0	-694,523	-703,679.22	
49 OTHER REVENUE	0	0	0	-1,530.23	
TOTAL FINANCE	-694,523	0	-694,523	-705,209.45	
08 GENERAL PROGRAM OPERATION					
34 CHARGES FOR SERVICES	-2,721,521	0	-2,721,521	-2,484,561.94	
36 INTEREST	-6,800	0	-6,800	-9,510.87	
49 OTHER REVENUE	0	0	0	-2,052.00	
TOTAL GENERAL PROGRAM OPERATION	-2,728,321	0	-2,728,321	-2,496,124.81	
TOTAL ADMINISTRATIVE SERVICES FUND	-3,425,844	0	-3,425,844	-3,211,468.97	
910 AGENCY FUND					
96 TRUST					
36 INTEREST	-22,000	0	-22,000	-9,972.91	
TOTAL TRUST	-22,000	0	-22,000	-9,972.91	

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City of Grants Pass
YEAR-TO-DATE REVENUES
AS OF JUNE 30, 2015

FOR 2015 99

910 AGENCY FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
TOTAL AGENCY FUND	-22,000	0	-22,000	-9,972.91	
970 JO CO-CITY GP SOLID AGNCY					
97 JO CO-CITY GP SOLID AGNCY					
33 INTERGOVERNMENTAL RE	-251,000	0	-251,000	-294,548.50	
36 INTEREST	-9,000	0	-9,000	-12,321.38	
49 OTHER REVENUE	-50,000	0	-50,000	.00	
TOTAL JO CO-CITY GP SOLID AGNCY	-310,000	0	-310,000	-306,869.88	
TOTAL JO CO-CITY GP SOLID AGNCY	-310,000	0	-310,000	-306,869.88	
GRAND TOTAL	-72,044,818	0	-72,044,818	-63,970,820.63	

** END OF REPORT - Generated by Tammy Canady **

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
110 GENERAL FUND					
01 MAYOR AND COUNCIL					
62 OPERATING SUPPLIES	21,800	0	21,800	14,819.30	
63 CONTRACTUAL SERVICES	201,500	0	201,500	131,998.23	
64 CHARGES FOR SERVICES	46,835	0	46,835	46,836.00	
67 INDIRECT CHARGES	27,000	0	27,000	19,365.35	
TOTAL MAYOR AND COUNCIL	297,135	0	297,135	213,018.88	
02 GENERAL OPERATIONS					
63 CONTRACTUAL SERVICES	1,167,400	0	1,167,400	1,154,925.89	
64 CHARGES FOR SERVICES	138,928	0	138,928	138,927.96	
78 TRANSFERS	1,821,700	208,000	2,029,700	1,936,633.61	
TOTAL GENERAL OPERATIONS	3,128,028	208,000	3,336,028	3,230,487.46	
14 PS-FIRE RESCUE DIVISION					
61 PERSONNEL SERVICES	4,193,101	0	4,193,101	4,161,082.38	
62 OPERATING SUPPLIES	198,196	0	198,196	147,820.12	
63 CONTRACTUAL SERVICES	709,592	0	709,592	645,206.38	
64 CHARGES FOR SERVICES	18,750	0	18,750	7,225.51	
65 CAPITAL OUTLAY	30,000	0	30,000	.00	
67 INDIRECT CHARGES	514,964	0	514,964	486,456.59	
TOTAL PS-FIRE RESCUE DIVISION	5,664,603	0	5,664,603	5,447,790.98	
15 PS-POLICE DIVISION					
61 PERSONNEL SERVICES	7,230,149	0	7,230,149	6,646,772.87	
62 OPERATING SUPPLIES	181,190	0	181,190	164,534.45	
63 CONTRACTUAL SERVICES	1,065,705	0	1,065,705	898,137.69	

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
64 CHARGES FOR SERVICES	20,500	0	20,500	8,977.51	
65 CAPITAL OUTLAY	18,000	0	18,000	.00	
67 INDIRECT CHARGES	851,555	0	851,555	755,682.14	
TOTAL PS-POLICE DIVISION	9,367,099	0	9,367,099	8,474,104.66	
16 PS-SUPPORT DIVISION					
61 PERSONNEL SERVICES	2,518,618	0	2,518,618	2,258,658.88	
62 OPERATING SUPPLIES	24,500	0	24,500	17,159.85	
63 CONTRACTUAL SERVICES	184,261	0	184,261	165,077.80	
67 INDIRECT CHARGES	272,738	0	272,738	236,029.36	
TOTAL PS-SUPPORT DIVISION	3,000,117	0	3,000,117	2,676,925.89	
18 CRISIS SUPPORT					
63 CONTRACTUAL SERVICES	44,000	0	44,000	42,813.12	
TOTAL CRISIS SUPPORT	44,000	0	44,000	42,813.12	
20 PS-SOBERING CENTER					
63 CONTRACTUAL SERVICES	130,000	0	130,000	130,000.00	
TOTAL PS-SOBERING CENTER	130,000	0	130,000	130,000.00	
21 BUILDING AND SAFETY					
61 PERSONNEL SERVICES	250,207	0	250,207	224,906.87	
62 OPERATING SUPPLIES	6,200	0	6,200	3,366.59	
63 CONTRACTUAL SERVICES	80,451	0	80,451	71,396.82	
64 CHARGES FOR SERVICES	143,474	0	143,474	122,599.13	
67 INDIRECT CHARGES	48,034	0	48,034	41,360.03	
TOTAL BUILDING AND SAFETY	528,366	0	528,366	463,629.44	
22 PLANNING					

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
61 PERSONNEL SERVICES	440,212	0	440,212	358,003.28	
62 OPERATING SUPPLIES	8,300	0	8,300	6,036.90	
63 CONTRACTUAL SERVICES	41,745	0	41,745	29,581.34	
64 CHARGES FOR SERVICES	248,959	0	248,959	213,511.07	
67 INDIRECT CHARGES	73,915	0	73,915	59,367.61	
78 TRANSFERS	5,000	0	5,000	5,000.00	
TOTAL PLANNING	818,131	0	818,131	671,500.20	
35 ECONOMIC DEVELOPMENT					
61 PERSONNEL SERVICES	92,934	0	92,934	58,846.37	
62 OPERATING SUPPLIES	200	0	200	32.04	
63 CONTRACTUAL SERVICES	57,567	0	57,567	49,117.98	
64 CHARGES FOR SERVICES	4,464	0	4,464	4,464.00	
67 INDIRECT CHARGES	15,500	0	15,500	10,953.85	
TOTAL ECONOMIC DEVELOPMENT	170,665	0	170,665	123,414.24	
36 TOURISM PROMOTION SERVICE					
61 PERSONNEL SERVICES	10,755	0	10,755	8,142.92	
63 CONTRACTUAL SERVICES	299,204	0	299,204	300,671.50	
64 CHARGES FOR SERVICES	3,831	0	3,831	3,828.00	
67 INDIRECT CHARGES	31,378	0	31,378	31,235.93	
TOTAL TOURISM PROMOTION SERVICE	345,168	0	345,168	343,878.35	
37 DOWNTOWN DEVELOPMENT					
61 PERSONNEL SERVICES	144,330	0	144,330	143,432.83	
62 OPERATING SUPPLIES	19,900	0	19,900	17,512.19	
63 CONTRACTUAL SERVICES	163,479	0	163,479	166,310.39	
64 CHARGES FOR SERVICES	18,271	0	18,271	17,276.04	
65 CAPITAL OUTLAY	0	0	0	969.22	
67 INDIRECT CHARGES	36,750	0	36,750	34,160.85	
TOTAL DOWNTOWN DEVELOPMENT	382,730	0	382,730	379,661.52	

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
41 PARKS MAINTENANCE SERVICE					
61 PERSONNEL SERVICES	562,741	0	562,741	511,697.03	
62 OPERATING SUPPLIES	107,250	0	107,250	91,880.09	
63 CONTRACTUAL SERVICES	690,178	0	690,178	675,067.66	
64 CHARGES FOR SERVICES	151,832	0	151,832	135,392.59	
67 INDIRECT CHARGES	150,920	0	150,920	139,958.98	
TOTAL PARKS MAINTENANCE SERVICE	1,662,921	0	1,662,921	1,553,996.35	
42 RECREATION SERVICES					
61 PERSONNEL SERVICES	17,846	0	17,846	16,978.65	
63 CONTRACTUAL SERVICES	113,628	0	113,628	107,731.07	
64 CHARGES FOR SERVICES	4,500	0	4,500	4,500.00	
65 CAPITAL OUTLAY	6,800	0	6,800	1,296.96	
67 INDIRECT CHARGES	13,360	0	13,360	13,012.23	
TOTAL RECREATION SERVICES	156,134	0	156,134	143,518.91	
43 AQUATIC SERVICES					
61 PERSONNEL SERVICES	34,456	0	34,456	23,292.55	
62 OPERATING SUPPLIES	26,000	0	26,000	26,452.22	
63 CONTRACTUAL SERVICES	44,442	0	44,442	31,084.15	
65 CAPITAL OUTLAY	9,000	0	9,000	551.50	
67 INDIRECT CHARGES	11,390	0	11,390	8,139.93	
TOTAL AQUATIC SERVICES	125,288	0	125,288	89,520.35	
TOTAL GENERAL FUND	25,820,385	208,000	26,028,385	23,984,260.35	
220 TRANSIENT ROOM TAX FUND					
32 TRANSIENT ROOM TAX					

FOR 2015 99

220 TRANSIENT ROOM TAX FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRA
63 CONTRACTUAL SERVICES	3,400	0	3,400	3,400.00	
64 CHARGES FOR SERVICES	7,500	0	7,500	7,500.00	
78 TRANSFERS	1,323,100	0	1,323,100	1,295,174.23	
TOTAL TRANSIENT ROOM TAX	1,334,000	0	1,334,000	1,306,074.23	
TOTAL TRANSIENT ROOM TAX FUND	1,334,000	0	1,334,000	1,306,074.23	
230 STREET UTILITY					
19 STREET LIGHTS					
63 CONTRACTUAL SERVICES	0	367,100	367,100	304,033.61	
TOTAL STREET LIGHTS	0	367,100	367,100	304,033.61	
31 STREET & DRAINAGE MAINT					
61 PERSONNEL SERVICES	691,585	0	691,585	612,444.39	
62 OPERATING SUPPLIES	65,762	0	65,762	87,372.52	
63 CONTRACTUAL SERVICES	934,775	-367,100	567,675	527,931.26	
64 CHARGES FOR SERVICES	2,000	0	2,000	.00	
TOTAL STREET & DRAINAGE MAINT	1,694,122	-367,100	1,327,022	1,227,748.17	
33 CUSTOMER SERVICE-STREETS					
63 CONTRACTUAL SERVICES	38,763	0	38,763	35,025.68	
64 CHARGES FOR SERVICES	136,290	0	136,290	133,898.28	
TOTAL CUSTOMER SERVICE-STREETS	175,053	0	175,053	168,923.96	
38 GENERAL OPERATIONS-STREET					
63 CONTRACTUAL SERVICES	0	0	0	315.00	

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
64 CHARGES FOR SERVICES	249,870	0	249,870	242,568.20	
67 INDIRECT CHARGES	175,600	0	175,600	163,361.90	
78 TRANSFERS	1,201,952	0	1,201,952	733,065.77	
TOTAL GENERAL OPERATIONS-STREET	1,627,422	0	1,627,422	1,139,310.87	
TOTAL STREET UTILITY	3,496,597	0	3,496,597	2,840,016.61	
251 CDB GRANT HUD FUND					
26 CDB GRANT-HUD					
63 CONTRACTUAL SERVICES	321,000	0	321,000	11,375.58	
78 TRANSFERS	250,000	0	250,000	250,000.00	
TOTAL CDB GRANT-HUD	571,000	0	571,000	261,375.58	
TOTAL CDB GRANT HUD FUND	571,000	0	571,000	261,375.58	
252 CDBG GRANT-STATE FUND					
27 CDBG GRANT-STATE					
63 CONTRACTUAL SERVICES	85,000	0	85,000	44,200.00	
TOTAL CDBG GRANT-STATE	85,000	0	85,000	44,200.00	
TOTAL CDBG GRANT-STATE FUND	85,000	0	85,000	44,200.00	
262 HOUSING/URBAN DEVELOPMENT FUND					
28 INDUSTRIAL& DOWNTOWN LOAN					
63 CONTRACTUAL SERVICES	350,000	0	350,000	.00	
78 TRANSFERS	5,000	0	5,000	5,000.00	
TOTAL INDUSTRIAL& DOWNTOWN LOAN	355,000	0	355,000	5,000.00	

FOR 2015 99

262 HOUSING/URBAN DEVELOPMENT FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
TOTAL HOUSING/URBAN DEVELOPMENT FUND	355,000	0	355,000	5,000.00	
410 DEBT SERVICE/GEN OBLIG BOND FU					
98 DEBT SERVICE/GEN OBLIG BD					
76 DEBT SERVICE	1,071,200	0	1,071,200	1,071,200.00	
TOTAL DEBT SERVICE/GEN OBLIG BD	1,071,200	0	1,071,200	1,071,200.00	
TOTAL DEBT SERVICE/GEN OBLIG BOND FU	1,071,200	0	1,071,200	1,071,200.00	
490 DEBT SERVICE/BANCROFT BOND FUN					
95 DEBT SERVICE/BANCROFT					
63 CONTRACTUAL SERVICES	8,000	0	8,000	5,421.00	
64 CHARGES FOR SERVICES	10,000	0	10,000	9,999.96	
76 DEBT SERVICE	150,000	0	150,000	150,000.00	
78 TRANSFERS	750,000	0	750,000	.00	
TOTAL DEBT SERVICE/BANCROFT	918,000	0	918,000	165,420.96	
TOTAL DEBT SERVICE/BANCROFT BOND FUN	918,000	0	918,000	165,420.96	
612 TRANSPORTATION CAPITAL PROJECT					
49 TRANSPORTATION PROJECTS					
61 PERSONNEL SERVICES	0	0	0	9,406.10	
62 OPERATING SUPPLIES	0	0	0	27.04	
63 CONTRACTUAL SERVICES	199	0	199	366,093.24	
64 CHARGES FOR SERVICES	0	0	0	148,320.09	
65 CAPITAL OUTLAY	5,559,576	0	5,559,576	592,658.78	
67 INDIRECT CHARGES	0	0	0	18,141.00	
TOTAL TRANSPORTATION PROJECTS	5,559,775	0	5,559,775	1,134,646.25	

FOR 2015 99

612 TRANSPORTATION CAPITAL PROJECT	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
TOTAL TRANSPORTATION CAPITAL PROJECT	5,559,775	0	5,559,775	1,134,646.25	
613 ALTERNATIVE TRANSPORTATION PRO					
49 TRANSPORTATION PROJECTS					
63 CONTRACTUAL SERVICES	0	0	0	3,960.44	
64 CHARGES FOR SERVICES	0	0	0	12,602.66	
65 CAPITAL OUTLAY	185,855	0	185,855	52,199.52	
67 INDIRECT CHARGES	0	0	0	1,318.00	
TOTAL TRANSPORTATION PROJECTS	185,855	0	185,855	70,080.62	
TOTAL ALTERNATIVE TRANSPORTATION PRO	185,855	0	185,855	70,080.62	
614 TRANSPORTATION CAPITAL PROJECT					
49 TRANSPORTATION PROJECTS					
65 CAPITAL OUTLAY	142,156	0	142,156	.00	
TOTAL TRANSPORTATION PROJECTS	142,156	0	142,156	.00	
TOTAL TRANSPORTATION CAPITAL PROJECT	142,156	0	142,156	.00	
619 TRANSPORTATION CAPITAL PROJECT					
49 TRANSPORTATION PROJECTS					
61 PERSONNEL SERVICES	31,580	0	31,580	18,525.59	
62 OPERATING SUPPLIES	0	0	0	109.35	
63 CONTRACTUAL SERVICES	585	0	585	168,958.52	
64 CHARGES FOR SERVICES	0	0	0	157,187.27	
65 CAPITAL OUTLAY	5,824,748	0	5,824,748	3,820,928.63	
67 INDIRECT CHARGES	0	0	0	89,185.00	
TOTAL TRANSPORTATION PROJECTS	5,856,913	0	5,856,913	4,254,894.36	

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
TOTAL TRANSPORTATION CAPITAL PROJECT	5,856,913	0	5,856,913	4,254,894.36	
630 SOLID WASTE OPERATIONS					
81 SOLID WASTE OPERATIONS					
61 PERSONNEL SERVICES	18,440	0	18,440	17,248.13	
62 OPERATING SUPPLIES	420	0	420	199.66	
63 CONTRACTUAL SERVICES	5,854	0	5,854	2,661.37	
64 CHARGES FOR SERVICES	930	0	930	936.00	
67 INDIRECT CHARGES	2,580	0	2,580	2,031.05	
78 TRANSFERS	0	0	0	1,661.67	
TOTAL SOLID WASTE OPERATIONS	28,224	0	28,224	24,737.88	
TOTAL SOLID WASTE OPERATIONS	28,224	0	28,224	24,737.88	
633 LANDFILL/POST CLOSURE OP					
83 LANDFILL/POST CLOSURE OP					
62 OPERATING SUPPLIES	6,000	0	6,000	4,267.61	
63 CONTRACTUAL SERVICES	79,420	0	79,420	66,670.91	
64 CHARGES FOR SERVICES	30,400	0	30,400	10,880.50	
65 CAPITAL OUTLAY	0	0	0	11,837.06	
67 INDIRECT CHARGES	11,650	0	11,650	9,365.61	
78 TRANSFERS	0	0	0	-1,661.67	
TOTAL LANDFILL/POST CLOSURE OP	127,470	0	127,470	101,360.02	
TOTAL LANDFILL/POST CLOSURE OP	127,470	0	127,470	101,360.02	
635 SOLID WASTE/ENVIRON. FEES					
81 SOLID WASTE OPERATIONS					

FOR 2015 99

635 SOLID WASTE/ENVIRON. FEES	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
63 CONTRACTUAL SERVICES	251,000	0	251,000	294,548.50	
TOTAL SOLID WASTE OPERATIONS	251,000	0	251,000	294,548.50	
TOTAL SOLID WASTE/ENVIRON. FEES	251,000	0	251,000	294,548.50	
638 SOLID WASTE CAPITAL PROJECTS F					
89 SOLID WASTE CONSTRUCTION					
61 PERSONNEL SERVICES	0	0	0	3,045.91	
63 CONTRACTUAL SERVICES	0	0	0	44,717.20	
64 CHARGES FOR SERVICES	0	0	0	1,888.19	
65 CAPITAL OUTLAY	1,512,976	0	1,512,976	33,253.23	
67 INDIRECT CHARGES	0	0	0	1,639.00	
78 TRANSFERS	29,000	0	29,000	29,000.00	
TOTAL SOLID WASTE CONSTRUCTION	1,541,976	0	1,541,976	113,543.53	
TOTAL SOLID WASTE CAPITAL PROJECTS F	1,541,976	0	1,541,976	113,543.53	
640 STORM WATER UTILITY FUND					
46 GEN PROG OPS STORM WATER					
76 DEBT SERVICE	146,205	0	146,205	146,205.00	
TOTAL GEN PROG OPS STORM WATER	146,205	0	146,205	146,205.00	
TOTAL STORM WATER UTILITY FUND	146,205	0	146,205	146,205.00	
642 STORM WATER & OPEN SPACE FUND					
29 STORM DRAIN SDCs					

FOR 2015 99

642 STORM WATER & OPEN SPACE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
65 CAPITAL OUTLAY	1,337	0	1,337	.00	
TOTAL STORM DRAIN SDCs	1,337	0	1,337	.00	
TOTAL STORM WATER & OPEN SPACE FUND	1,337	0	1,337	.00	
648 STORM DRAIN & OPEN SPACE CAPIT					
29 STORM DRAIN SDCs					
61 PERSONNEL SERVICES	0	0	0	4,367.51	
63 CONTRACTUAL SERVICES	0	0	0	95,375.78	
64 CHARGES FOR SERVICES	0	0	0	10,462.99	
65 CAPITAL OUTLAY	231,212	0	231,212	20,727.85	
67 INDIRECT CHARGES	0	0	0	2,521.00	
78 TRANSFERS	112,000	0	112,000	112,000.00	
TOTAL STORM DRAIN SDCs	343,212	0	343,212	245,455.13	
TOTAL STORM DRAIN & OPEN SPACE CAPIT	343,212	0	343,212	245,455.13	
691 GENERAL LANDS & BUILDINGS CAPI					
59 LANDS AND BLDGS PROJECTS					
61 PERSONNEL SERVICES	0	0	0	10,138.51	
62 OPERATING SUPPLIES	0	0	0	71,052.39	
63 CONTRACTUAL SERVICES	0	0	0	793,068.52	
64 CHARGES FOR SERVICES	0	0	0	81,432.20	
65 CAPITAL OUTLAY	11,311,526	0	11,311,526	2,456,814.60	
67 INDIRECT CHARGES	0	0	0	68,367.00	
76 DEBT SERVICE	1,460,000	0	1,460,000	.00	
TOTAL LANDS AND BLDGS PROJECTS	12,771,526	0	12,771,526	3,480,873.22	
TOTAL GENERAL LANDS & BUILDINGS CAPI	12,771,526	0	12,771,526	3,480,873.22	
692 LANDS & BLDGS PARK LAND SDC					
59 LANDS AND BLDGS PROJECTS					

FOR 2015 99

692 LANDS & BLDGS PARK LAND SDC	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRA
65 CAPITAL OUTLAY	42,323	0	42,323	.00	
TOTAL LANDS AND BLDGS PROJECTS	42,323	0	42,323	.00	
TOTAL LANDS & BLDGS PARK LAND SDC	42,323	0	42,323	.00	
693 LANDS & BLDG PARKS RM TAX					
59 LANDS AND BLDGS PROJECTS					
65 CAPITAL OUTLAY	123,999	0	123,999	.00	
TOTAL LANDS AND BLDGS PROJECTS	123,999	0	123,999	.00	
TOTAL LANDS & BLDG PARKS RM TAX	123,999	0	123,999	.00	
694 PARKS DEVELOPMENT SDC					
59 LANDS AND BLDGS PROJECTS					
65 CAPITAL OUTLAY	32,846	0	32,846	.00	
TOTAL LANDS AND BLDGS PROJECTS	32,846	0	32,846	.00	
TOTAL PARKS DEVELOPMENT SDC	32,846	0	32,846	.00	
720 WASTEWATER					
71 WASTEWATER COLLECTION					
61 PERSONNEL SERVICES	500,984	0	500,984	456,761.38	
62 OPERATING SUPPLIES	40,530	0	40,530	15,360.59	
63 CONTRACTUAL SERVICES	167,772	0	167,772	122,049.07	
64 CHARGES FOR SERVICES	52,366	0	52,366	52,368.00	

FOR 2015 99

720 WASTEWATER	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
65 CAPITAL OUTLAY	16,000	0	16,000	11,394.82	
TOTAL WASTEWATER COLLECTION	777,652	0	777,652	657,933.86	
72 WASTEWATER TREATMENT					
61 PERSONNEL SERVICES	798,992	0	798,992	651,647.40	
62 OPERATING SUPPLIES	333,000	0	333,000	298,796.22	
63 CONTRACTUAL SERVICES	1,142,734	0	1,142,734	1,019,803.22	
64 CHARGES FOR SERVICES	2,083	0	2,083	2,088.00	
65 CAPITAL OUTLAY	1,400	0	1,400	.00	
TOTAL WASTEWATER TREATMENT	2,278,209	0	2,278,209	1,972,334.84	
74 CUSTOMER SERVICE-WASTEWTR					
63 CONTRACTUAL SERVICES	42,002	0	42,002	25,834.69	
64 CHARGES FOR SERVICES	366,651	0	366,651	358,524.96	
TOTAL CUSTOMER SERVICE-WASTEWTR	408,653	0	408,653	384,359.65	
75 DEBT SERVICE-WASTEWATER					
76 DEBT SERVICE	941,963	0	941,963	940,089.58	
TOTAL DEBT SERVICE-WASTEWATER	941,963	0	941,963	940,089.58	
76 WASTEWATER-GEN PROGRAM OP					
63 CONTRACTUAL SERVICES	300	0	300	750.00	
64 CHARGES FOR SERVICES	23,750	0	23,750	9,152.32	
67 INDIRECT CHARGES	366,690	0	366,690	317,958.06	
78 TRANSFERS	1,782,392	0	1,782,392	1,782,392.00	
TOTAL WASTEWATER-GEN PROGRAM OP	2,173,132	0	2,173,132	2,110,252.38	
TOTAL WASTEWATER	6,579,609	0	6,579,609	6,064,970.31	

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722 SEWER SDC	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
722 SEWER SDC					
79 WASTEWATER PROJECTS					
65 CAPITAL OUTLAY	116,318	0	116,318	.00	
TOTAL WASTEWATER PROJECTS	116,318	0	116,318	.00	
TOTAL SEWER SDC	116,318	0	116,318	.00	
725 SEWER ADVANCED FINANCING					
79 WASTEWATER PROJECTS					
65 CAPITAL OUTLAY	3,838	0	3,838	.00	
TOTAL WASTEWATER PROJECTS	3,838	0	3,838	.00	
TOTAL SEWER ADVANCED FINANCING	3,838	0	3,838	.00	
728 WASTEWATER PROJECTS					
79 WASTEWATER PROJECTS					
61 PERSONNEL SERVICES	33,050	0	33,050	29,028.74	
62 OPERATING SUPPLIES	0	0	0	27.04	
63 CONTRACTUAL SERVICES	779	0	779	340,619.10	
64 CHARGES FOR SERVICES	0	0	0	104,432.99	
65 CAPITAL OUTLAY	5,283,477	0	5,283,477	782,027.15	
67 INDIRECT CHARGES	0	0	0	24,683.00	
TOTAL WASTEWATER PROJECTS	5,317,306	0	5,317,306	1,280,818.02	
TOTAL WASTEWATER PROJECTS	5,317,306	0	5,317,306	1,280,818.02	
750 WATER OPERATIONS FUNDS					
61 WATER TREATMENT					

FOR 2015 99

750 WATER OPERATIONS FUNDS	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRJ
61 PERSONNEL SERVICES	706,736	0	706,736	643,820.69	
62 OPERATING SUPPLIES	318,850	0	318,850	341,162.03	
63 CONTRACTUAL SERVICES	638,784	0	638,784	594,363.20	
64 CHARGES FOR SERVICES	8,044	0	8,044	8,040.00	
65 CAPITAL OUTLAY	22,750	0	22,750	22,850.73	
TOTAL WATER TREATMENT	1,695,164	0	1,695,164	1,610,236.65	
62 WATER DISTRIBUTION					
61 PERSONNEL SERVICES	766,624	0	766,624	584,044.39	
62 OPERATING SUPPLIES	163,677	0	163,677	127,553.58	
63 CONTRACTUAL SERVICES	279,159	0	279,159	248,676.63	
64 CHARGES FOR SERVICES	41,524	0	41,524	41,520.00	
65 CAPITAL OUTLAY	59,500	0	59,500	46,687.58	
TOTAL WATER DISTRIBUTION	1,310,484	0	1,310,484	1,048,482.18	
64 CUSTOMER SERVICE-WATER					
63 CONTRACTUAL SERVICES	30,385	0	30,385	24,885.28	
64 CHARGES FOR SERVICES	336,575	0	336,575	332,262.14	
TOTAL CUSTOMER SERVICE-WATER	366,960	0	366,960	357,147.42	
65 DEBT SERVICE-WATER					
76 DEBT SERVICE	504,770	0	504,770	504,165.83	
TOTAL DEBT SERVICE-WATER	504,770	0	504,770	504,165.83	
66 WATER-GENERAL PROGRAM OPS					
63 CONTRACTUAL SERVICES	10,350	0	10,350	504.13	

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
64 CHARGES FOR SERVICES	11,875	0	11,875	4,576.16	
67 INDIRECT CHARGES	349,130	0	349,130	307,665.15	
78 TRANSFERS	2,224,177	0	2,224,177	2,224,177.00	
TOTAL WATER-GENERAL PROGRAM OPS	2,595,532	0	2,595,532	2,536,922.44	
TOTAL WATER OPERATIONS FUNDS	6,472,910	0	6,472,910	6,056,954.52	
752 WATER SDC FUND					
69 WATER PROJECTS					
65 CAPITAL OUTLAY	103,929	0	103,929	.00	
TOTAL WATER PROJECTS	103,929	0	103,929	.00	
TOTAL WATER SDC FUND	103,929	0	103,929	.00	
755 WATER ADVANCED FINANCING FUND					
69 WATER PROJECTS					
65 CAPITAL OUTLAY	2,946	0	2,946	.00	
TOTAL WATER PROJECTS	2,946	0	2,946	.00	
TOTAL WATER ADVANCED FINANCING FUND	2,946	0	2,946	.00	
758 WATER CAPITAL PROJECTS FUND					
69 WATER PROJECTS					
61 PERSONNEL SERVICES	33,160	0	33,160	25,722.04	
62 OPERATING SUPPLIES	0	0	0	30.89	
63 CONTRACTUAL SERVICES	779	0	779	445,121.12	

FOR 2015 99

758 WATER CAPITAL PROJECTS FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
64 CHARGES FOR SERVICES	0	0	0	58,414.57	
65 CAPITAL OUTLAY	3,731,754	0	3,731,754	347,303.68	
67 INDIRECT CHARGES	0	0	0	17,399.00	
TOTAL WATER PROJECTS	3,765,693	0	3,765,693	893,991.30	
TOTAL WATER CAPITAL PROJECTS FUND	3,765,693	0	3,765,693	893,991.30	
811 GARAGE OPERATIONS FUND					
54 GARAGE OPERATIONS					
61 PERSONNEL SERVICES	286,372	0	286,372	255,918.94	
62 OPERATING SUPPLIES	393,940	0	393,940	293,451.53	
63 CONTRACTUAL SERVICES	109,524	0	109,524	85,652.83	
64 CHARGES FOR SERVICES	13,500	0	13,500	13,500.00	
65 CAPITAL OUTLAY	10,000	0	10,000	.00	
67 INDIRECT CHARGES	81,328	0	81,328	59,352.25	
78 TRANSFERS	600,000	0	600,000	.00	
TOTAL GARAGE OPERATIONS	1,494,664	0	1,494,664	707,875.55	
TOTAL GARAGE OPERATIONS FUND	1,494,664	0	1,494,664	707,875.55	
812 EQUIPMENT REPLACEMENT FUND					
55 EQUIPMENT REPLACEMENT					
61 PERSONNEL SERVICES	73,187	0	73,187	63,869.58	
63 CONTRACTUAL SERVICES	601,439	0	601,439	846.51	
64 CHARGES FOR SERVICES	23,460	0	23,460	23,460.00	
65 CAPITAL OUTLAY	861,500	0	861,500	214,409.39	
67 INDIRECT CHARGES	3,922	0	3,922	3,484.10	
78 TRANSFERS	550,000	0	550,000	550,000.00	
TOTAL EQUIPMENT REPLACEMENT	2,113,508	0	2,113,508	856,069.58	
TOTAL EQUIPMENT REPLACEMENT FUND	2,113,508	0	2,113,508	856,069.58	
813 INFORMATION TECHNOLOGY FUND					

FOR 2015 99

813 INFORMATION TECHNOLOGY FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
56 INFORMATION TECHNOLOGY					
61 PERSONNEL SERVICES	562,348	0	562,348	533,174.13	
62 OPERATING SUPPLIES	7,000	0	7,000	4,727.80	
63 CONTRACTUAL SERVICES	72,140	0	72,140	60,245.55	
64 CHARGES FOR SERVICES	26,821	0	26,821	26,820.00	
67 INDIRECT CHARGES	53,460	0	53,460	48,319.13	
TOTAL INFORMATION TECHNOLOGY	721,769	0	721,769	673,286.61	
TOTAL INFORMATION TECHNOLOGY FUND	721,769	0	721,769	673,286.61	
831 PROPERTY SERVICES FUND					
51 PROPERTY MANAGEMENT					
61 PERSONNEL SERVICES	230,268	0	230,268	173,038.21	
62 OPERATING SUPPLIES	31,650	0	31,650	33,828.88	
63 CONTRACTUAL SERVICES	303,191	0	303,191	293,789.47	
64 CHARGES FOR SERVICES	15,000	0	15,000	5,780.41	
65 CAPITAL OUTLAY	57,800	0	57,800	33,903.36	
67 INDIRECT CHARGES	63,791	0	63,791	53,069.99	
78 TRANSFERS	20,000	0	20,000	20,000.00	
TOTAL PROPERTY MANAGEMENT	721,700	0	721,700	613,410.32	
TOTAL PROPERTY SERVICES FUND	721,700	0	721,700	613,410.32	
832 ENGINEERING FUND					
23 ENGINEERING					
61 PERSONNEL SERVICES	349,880	0	349,880	321,663.55	
62 OPERATING SUPPLIES	10,000	0	10,000	11,443.36	
63 CONTRACTUAL SERVICES	131,721	0	131,721	105,859.31	
64 CHARGES FOR SERVICES	296,188	0	296,188	253,012.56	
TOTAL ENGINEERING	787,789	0	787,789	691,978.78	

FOR 2015 99

832 ENGINEERING FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
TOTAL ENGINEERING FUND	787,789	0	787,789	691,978.78	
833 PARKS & COMMUNITY DEVELOPMENT					
24 PARKS & CD MGMT SERVICES					
61 PERSONNEL SERVICES	897,558	0	897,558	767,226.97	
62 OPERATING SUPPLIES	26,250	0	26,250	14,803.60	
63 CONTRACTUAL SERVICES	86,867	0	86,867	61,721.62	
64 CHARGES FOR SERVICES	80,743	0	80,743	80,748.00	
65 CAPITAL OUTLAY	13,000	0	13,000	29,954.78	
TOTAL PARKS & CD MGMT SERVICES	1,104,418	0	1,104,418	954,454.97	
TOTAL PARKS & COMMUNITY DEVELOPMENT	1,104,418	0	1,104,418	954,454.97	
861 WORKERS COMP INSURANCE					
11 WORKERS COMP INSURANCE					
61 PERSONNEL SERVICES	50,266	0	50,266	197,952.42	
62 OPERATING SUPPLIES	6,200	0	6,200	2,612.61	
63 CONTRACTUAL SERVICES	386,619	0	386,619	237,847.27	
64 CHARGES FOR SERVICES	587	0	587	588.00	
TOTAL WORKERS COMP INSURANCE	443,672	0	443,672	439,000.30	
TOTAL WORKERS COMP INSURANCE	443,672	0	443,672	439,000.30	
862 GENERAL INSURANCE FUND					
12 GENERAL INSURANCE					
61 PERSONNEL SERVICES	20,216	0	20,216	19,452.35	
62 OPERATING SUPPLIES	10,200	0	10,200	1,943.11	

FOR 2015 99

862 GENERAL INSURANCE FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
63 CONTRACTUAL SERVICES	588,280	0	588,280	443,534.57	
64 CHARGES FOR SERVICES	749	0	749	744.00	
TOTAL GENERAL INSURANCE	619,445	0	619,445	465,674.03	
TOTAL GENERAL INSURANCE FUND	619,445	0	619,445	465,674.03	
863 HEALTH INSURANCE FUND					
13 BENEFITS ADMINISTRATION					
61 PERSONNEL SERVICES	33,513	0	33,513	31,231.77	
62 OPERATING SUPPLIES	2,900	0	2,900	.00	
63 CONTRACTUAL SERVICES	11,410	0	11,410	5,883.82	
TOTAL BENEFITS ADMINISTRATION	47,823	0	47,823	37,115.59	
TOTAL HEALTH INSURANCE FUND	47,823	0	47,823	37,115.59	
890 ADMINISTRATIVE SERVICES FUND					
04 HUMAN RESOURCES					
61 PERSONNEL SERVICES	353,349	0	353,349	316,883.88	
62 OPERATING SUPPLIES	4,200	0	4,200	9,654.17	
63 CONTRACTUAL SERVICES	154,231	0	154,231	122,838.91	
64 CHARGES FOR SERVICES	13,392	0	13,392	13,392.00	
TOTAL HUMAN RESOURCES	525,172	0	525,172	462,768.96	
05 MANAGEMENT SERVICES					
61 PERSONNEL SERVICES	601,843	0	601,843	555,867.02	
62 OPERATING SUPPLIES	7,100	0	7,100	9,119.35	
63 CONTRACTUAL SERVICES	30,838	0	30,838	32,033.00	
64 CHARGES FOR SERVICES	32,070	0	32,070	32,076.00	
TOTAL MANAGEMENT SERVICES	671,851	0	671,851	629,095.37	

FOR 2015 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
06 LEGAL SERVICES					
61 PERSONNEL SERVICES	23,105	0	23,105	15,549.12	
62 OPERATING SUPPLIES	3,100	0	3,100	1,868.35	
63 CONTRACTUAL SERVICES	276,416	0	276,416	217,543.16	
64 CHARGES FOR SERVICES	8,333	0	8,333	8,328.00	
TOTAL LEGAL SERVICES	310,954	0	310,954	243,288.63	
07 FINANCE					
61 PERSONNEL SERVICES	1,293,583	0	1,293,583	1,197,142.45	
62 OPERATING SUPPLIES	21,000	0	21,000	22,514.57	
63 CONTRACTUAL SERVICES	285,014	0	285,014	260,874.33	
64 CHARGES FOR SERVICES	72,154	0	72,154	60,852.00	
TOTAL FINANCE	1,671,751	0	1,671,751	1,541,383.35	
08 GENERAL PROGRAM OPERATION					
61 PERSONNEL SERVICES	16,000	0	16,000	4,411.08	
62 OPERATING SUPPLIES	27,800	0	27,800	15,200.85	
63 CONTRACTUAL SERVICES	147,700	0	147,700	85,808.67	
64 CHARGES FOR SERVICES	79,415	0	79,415	64,046.06	
65 CAPITAL OUTLAY	10,000	0	10,000	11,800.00	
67 INDIRECT CHARGES	69,020	0	69,020	59,328.28	
TOTAL GENERAL PROGRAM OPERATION	349,935	0	349,935	240,594.94	
TOTAL ADMINISTRATIVE SERVICES FUND	3,529,663	0	3,529,663	3,117,131.25	
910 AGENCY FUND					
96 TRUST					

FOR 2015 99

910 AGENCY FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBR
63 CONTRACTUAL SERVICES	25,000	0	25,000	.00	
64 CHARGES FOR SERVICES	12,500	0	12,500	12,500.04	
TOTAL TRUST	37,500	0	37,500	12,500.04	
TOTAL AGENCY FUND	37,500	0	37,500	12,500.04	
970 JO CO-CITY GP SOLID AGNCY					
97 JO CO-CITY GP SOLID AGNCY					
62 OPERATING SUPPLIES	800	0	800	121.00	
63 CONTRACTUAL SERVICES	362,400	0	362,400	136,485.42	
64 CHARGES FOR SERVICES	1,000	0	1,000	.00	
65 CAPITAL OUTLAY	55,000	0	55,000	31,798.20	
67 INDIRECT CHARGES	21,050	0	21,050	8,420.23	
TOTAL JO CO-CITY GP SOLID AGNCY	440,250	0	440,250	176,824.85	
TOTAL JO CO-CITY GP SOLID AGNCY	440,250	0	440,250	176,824.85	
GRAND TOTAL	95,230,749	208,000	95,438,749	62,585,948.26	

** END OF REPORT - Generated by Tammy Canady **

FUND 12-619 Transportation Capital Projects	FUND 648 Storm Drain Capital Projects	FUND 642 Storm Drain Capital SDC's	FUND 691 Lands & Buildings Capital Projects	FUND 692-694 Parks SDC's	FUND 722 / 752 Water & Sewer SDC's	FUND 725 / 755 Water & Sewer AFD's	FUND 729 / 759 Water & Sewer LID's	FUND 728 Sewer Capital Projects	FUND 638(738) Landfill Capital Projects	FUND 758 Water Capital Projects	TOTALS
7,331,655	$ 208,212	$ 79,337	$ 3,558,583	$ 558,368	$ 141,247	$ 6,784	$ -	$ 2,817,914	$ 1,378,976	$ 1,201,516	
9,046,268	**$ 331,906**	**$ 111,311**	**$ 3,643,167**	**$ 574,644**	**$ 413,849**	**$ 5,129**	**$ -**	**$ 3,912,443**	**$ 1,293,428**	**$ 2,467,860**	**$ 21,800,005**
80,091		$ 79,075		$ 10,194	$ 658,056			$ 376			**$ 827,792**
786,155			$ 1,423,965								**$ 2,210,120**
86,955	$ 2,207	$ 2,063	$ 22,015	$ 5,148	$ 14,238	$ 1,447		$ 31,419	$ 13,062	$ 23,419	**$ 201,973**
11,526	$ 286		$ 418,269			$ 4,881		$ 279	$ 150,387	$ 247	**$ 585,875**
250,000	$ 15,000		$ 1,067,600					$ 150,000		$ 150,000	**$ 1,632,600**
694,423	$ 15,000										**$ 709,423**
											$ -
											$ -
			$ 430,000	$ 201,472							**$ 631,472**
			$ 215,000	$ (645,000)							**$ (430,000)**
					$ (150,000)			$ 1,797,392		$ 135,000	**$ 1,782,392**
	$ 105,000	$ (105,000)									**$ -**
50,000					$ (75,000)					$ 2,249,177	**$ 2,224,177**
			$ 250,000								**$ 250,000**
								$ 550,000			**$ 550,000**
-	$ -	$ -	$ 20,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ 20,000**
1,959,150	**$ 137,493**	**$ (23,862)**	**$ 3,846,849**	**$ (428,186)**	**$ 447,294**	**$ 6,328**	**$ -**	**$ 2,529,466**	**$ 163,449**	**$ 2,557,843**	**$ 11,195,824**
5,032,865	$ 120,471	$ -	$ 3,331,074	$ -	$ -	$ -	$ -	$ 1,151,702	$ 81,017	$ 818,177	**$ 10,535,306**
318,110	$ 10,463		$ 81,432	$ -	$ -	$ -	$ -	$ 104,433	$ 1,888	$ 58,415	**$ 574,741**
108,644	$ 2,521	$ -	$ 68,367	$ -	$ -	$ -	$ -	$ 24,683	$ 1,639	$ 17,399	**$ 223,253**
5,459,619	$ 133,455	$ -	$ 3,480,873	$ -	$ -	$ -	$ -	$ 1,280,818	$ 84,544	$ 893,991	**$ 11,333,300**
-	$ 112,000								$ 29,000		**$ 141,000**
5,459,619	**$ 245,455**	**$ -**	**$ 3,480,873**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,280,818**	**$ 113,544**	**$ 893,991**	**$ 11,474,300**
5,545,799	**$ 223,944**	**$ 87,449**	**$ 4,009,143**	**$ 146,458**	**$ 861,143**	**$ 11,457**	**$ -**	**$ 5,161,091**	**$ 1,343,333**	**$ 4,131,712**	**$ 21,521,529**

CITY OF GRANTS PASS
CAPITAL CONSTRUCTION PROJECTS
6/30/2015

Project Number	Description	Project Cost Estimate @ FY15 Budget	Mid-year budget Changes & Notes	Cost Incurred to 6/30/2014	Cost Incurred 7/1 - 6/30/15
TR0000	Transportation Proj - Gen'l				$ (165)
TR0000-619	Transportation Projects LID				$ (279)
TR1050	Storm Drain Repairs	$ 20,000		$ 131,348	$ -
TR4719	Fruitdale Trail	$ 460,000		$ 263,481	$ 294
TR4934	Redwood Ave LID-Dowell/Hubbard	$ 4,600,000		$ 328,399	$ 2,798,287
TR5022	Master Transportation Plan Updt	$ 300,000		$ -	$ -
TR5025	ROW Purchases	$ AS AVAILABLE		$ 26,340	$ 103
TR5083	Traffic Calming	$ 72,000		$ 35,729	$ 887
TR6075	Lincoln Rd Sidewalk:Lower River/G ST	$ 525,000		$ 67,003	$ 24,260
TR6087	Jo Co Transit Operations Grant	$ 1,060,189		$ 832,202	$ 191,081
TR6115	Drury Lane Reconstruction	$ 2,225,000		$ 208,174	$ 1,456,885
TR6116	Allen Cr. Rd. ImprV-W HB	$ 1,250,000		$ 8,457	$ 3,153
TR6118	CMAQ Sidewalk Project	$ 1,950,000		$ 17,983	$ 15,143
TR6157	Overlay/Maintenance FY13/FY14	$ 1,200,000		$ 1,057,743	$ 183,580
TR6158	Street Lighting/Signal Improvements	$ 10,000		$ 2,277	$ 21,252
TR6160	Safety Plan for Pedestrians and Bikes	$ 75,000		$ 8,369	$ -
TR6161	Bike Lane Striping FY'13/FY'14	$ 75,000		$ 135,384	$ 64,818
TR6162	Safety Crossings G & Bridge	$ 150,000		$ 31,597	$ 63,156
TR6163	Bike Boulevards	$ 15,000		$ -	$ -
TR6164	D Street Sidewalks	$ 330,000		$ 162,949	$ 206,285
TR6165	Gilbert Crk Bridge Repl Savage	$ 750,000		$ 36,461	$ 64,737
TR6201	Overlay/Maintenance FY15/FY16	$ 1,200,000		$ 11,021	$ 162,990
TR6202	Aluminum Storm Pipe ID & Inspection	$ 30,000		$ 3,416	$ -
TR6203	Redwood Ave Ph3:Pansy/Rdwd	$ 1,200,000		$ 28,749	$ 106,023
TR6242	Eastern Avenue Improvements	$ 400,000		$ -	$ 34,397
TR6243	Fruitdale Drive	$ 10,400,000		$ -	$ -
TR6244	Elmer Nelson Bridge Replacement	$ 1,000,000		$ -	$ 8,469
TR6245	Edgewater/Evergreen Storm Water Eval.	$ 50,000		$ -	$ 7,786
TR6246	Pedestrian Safety and Transit Hub Eval	$ 60,000		$ -	$ -
TR6247	Dimmick Railroad Crossing Corridor Study	$ 50,000		$ -	$ -
TR6295	Terry Lane	$ -			$ 15,915
TR8413	Sidewalk Infill and Repair Fund	$ 50,000		$ 113,620	$ 25,300
TR9700	Bikeway Projects - General	$ 100,000		$ 661,851	$ 5,262
DO0000	Storm Drain & Open Space				$ (77)
DO5074	Major Redwood Storm Proj	$ 100,000		$ 54,405	$ -
DO6071	TMDL Implementation Plan Strtup	$ 30,000		$ 40,670	$ 30,061
DO6113	Storm Wtr Quality N. of Estates Ln.	$ 150,000		$ 10,011	$ 5,302
DO6169	Storm Wtr Master Plan Update	$ 395,000		$ 254,680	$ 98,169
WA0000	Water Projects - General				$ 35,035
WA4526	Starlite PS Upgrade	$ 245,000		$ 225,744	$ 12,091
WA4742	Meadow Wood Res. 16	$ 350,000		$ 18,353	$ 103
WA4966	Water Conserv/Mgmt Plan Updt	$ 80,000		$ 65,634	$ 5,535
WA4971	Meadow Wood Reservoir#16	$ 1,575,000		$ -	$ -
WA5028	Water Main in Private Prp	$ 75,000		$ 65,819	$ 4,664
WA5094	Water Distrib.Sys Mstr Pln Updt	$ 20,000		$ 16,387	$ 93,137
WA5096	WTP Structural Repairs	$ 90,000		$ 306,248	$ 49,933
WA6000	MSA Task Order #1	$ 20,000		$ 81,566	$ 36,479
WA6001	Water Main Looping	$ 20,000		$ -	$ -
WA6052	Res#3 Upgrades	$ 6,500,000		$ 5,601,519	$ 32,793
WA6058	Water System Security Projects	$ 20,000		$ 52,208	$ 9,260
WA6059	Pump Station Repairs	$ 25,000		$ 24,452	$ 37,213
WA6122	WTP Emergency Generator	$ 275,000		$ 155,590	$ 121,356
WA6206	Reservoir No. 4 Hatch Repairs	$ 50,000		$ -	$ -
WA6207	WTP Upgrade	$ 56,200,000		$ 6,914	$ 247,375
WA6248	Purchase of Emergency Water Pump Stations	$ 200,000		$ -	$ 19,796
WA6249	Water Main Relocations	$ 500,000		$ -	$ 49,977
WA6250	Water Rate & SDC Study	$ 70,000		$ -	$ -
WA6251	Purchase Portable Generator for Pump Station	$ 75,000		$ -	$ -
WA6252	ARC Flash Study WA and SE	$ 100,000		$ -	$ -
WA6253	Small Main Replacement FY15	$ 355,000		$ -	$ 108,834
WA6254	Water Emergency Ops Plan Update	$ 50,000		$ -	$ 30,410
SE0000	Sewer Projects - General				$ (462)
SE4963	Update WRP Facility Plan	$ 330,000		$ 301,508	$ -
SE4964	WRP Phase 2 Expansion	$ 12,025,000		$ 65,218	$ 483,577
SE5080	WRP Structural Repairs	$ 75,000		$ 73,389	$ -
SE5081	Collection Sys. Master Plan	$ 275,000		$ 141,328	$ 49,104
SE6012	Western Av Sewer Replcmt	$ 2,060,000		$ 121	$ -
SE6064	Sewer Main Structural Repairs	$ 3,700,000		$ 981,629	$ 614,016
SE6111	Mill Street Sewer Reconstruction	$ 4,340,000		$ -	$ -
SE6112	Sewer Rate Study SE & RS	$ 70,000		$ -	$ -
SE6156	Sewer Mains Related to Overlays	$ 1,900,000		$ 48,554	$ -
SE6198	Collection System Maintenance	$ 75,000		$ 27,523	$ 88,126
SE6199	Pump/Lift Station Equipment Imprvmt	$ 10,000		$ 5,392	$ -
SE6200	Spaulding Indust.Park WW Infrastructure	$ 100,000		$ 5,392	$ -
SE6237	General Engineering Services	$ 20,000		$ -	$ 1,318
SE6238	Effluent Mixing Zone Dye Tracer Study	$ 50,000		$ -	$ -
SE6239	WRP Equipment Improvement	$ 50,000		$ -	$ -
SE6240	Webster PS No. 1 Rehab	$ 750,000		$ -	$ 37,309
SE6241	WRP SCADA System Evaluation	$ 50,000		$ -	$ 7,830
LA0000	Landfill Projects-General				$ (51)

CITY OF GRANTS PASS
CAPITAL CONSTRUCTION PROJECTS
6/30/2015

Project Number	Description	Project Cost Estimate @ FY15 Budget	Mid-year budget Changes & Notes	Cost Incurred to 6/30/2014	Cost Incurred 7/1 - 6/30/15
LA2640	Landfill Remediation	$ 3,043,000		$ 2,853,258	$ 79,222
LA4490	Melson Lot Line	$ 20,000		$ 15,520	$ 2,506
LA4691	Clean-up Program	$ 30,000		$ 132,608	
LA6284	Jo-Gro Building Inspection/Repair				$ 2,867
LB0000	Lands & Bldgs Proj - General				$ (24)
LB1000	Debt Repayment Project			$ 120,000	$ -
LB4245	Muni Parking Property Acq	UNKNOWN		$ -	$ -
LB4261	Tussing Park Development	$ 705,000		$ 629,408	$ 130,069
LB4377	Municipal Bldg Land Fund	UNKNOWN		$ 156,803	$ 11,828
LB4382	Indust. Financial Incentive	$ 100,000		$ 369,136	$ -
LB4383	Non-Profit Infra. Incent.	$ 25,000		$ 59,785	$ -
LB4458	Rogue Path Construction	$ -		$ 280,735	$ 8,846
LB4539	Allen Creek Park Prop Purchase	$ 1,125,000		$ 611,663	$ 3,194
LB4564	City Service Center	$ 80,000		$ 23,404	$ -
LB4710	Overland Park Reserve	$ 875,000		$ 874,904	$ -
LB4713	Allenwood Park Reserve	$ 1,245,000		$ 1,119,799	$ 456
LB4832	River Rd Reserve Purchase	$ 3,700,000		$ 3,657,685	$ 9,178
LB4833	UGB Planning	$ 325,000		$ 262,019	$ 7,570
LB4911	Ramsey/Nebraska Prop.Sale	$ 900,000		$ 8,580	$ 103
LB4954	Allen Creek Trail:Newhp>Wms	$ 205,000		$ 2,060	$ -
LB4955	Allen Crk Trail: Ramsey>199	$ 113,000		$ 41,159	$ 15,038
LB5067	Tree Refund Program	$ VARIES		$ 19,513	$ -
LB5076	Allenwood Park Development	$ 162,000		$ -	$ -
LB5077	Re-Vegetation Program	$ VARIES		$ 15,509	$ 4,008
LB6040	Economic Stimulus	$ 60,000		$ 30,099	$ -
LB6041	Food Bank Remed/Development	$ 2,300,000		$ 99,585	$ 1,829,845
LB6084	Vacant Prop. Safety & Renovation	$ 115,000		$ 39,985	$ 13,513
LB6085	Wetland Resource Inventory/Update	$ 150,000		$ -	$ 27,055
LB6099	Property Acquisition & lot line adj	$ 10,000		$ 8,895	$ 9,840
LB6101	H T E Replacement	$ 1,099,000		$ 426,894	$ 307,307
LB6103	Microsoft Upgrade	$ 211,000		$ 158,770	$ 50,083
LB6104	Woodson Park Improvements	$ 30,000		$ 2,053	$ -
LB6105	PEG Fund Projects for FY12,FY13	$ 275,000		$ 69,327	$ 59,313
LB6108	Small Business Transp. SDC Incent.	$ 75,000		$ -	$ -
LB6135	Urban Renewal Analysis	$ 50,000		$ -	$ -
LB6136	Fuels Reduction Plan	$ 45,000		$ 9,185	$ -
LB6138	Downtown Hardscape	$ 20,000		$ 8,452	$ 4,879
LB6139	City Entryway	$ 60,000		$ -	$ -
LB6141	Emergency Generator in Muni Bldg	$ 60,000		$ 4,342	$ 5,582
LB6142	Remote Emergency Equip	$ 40,000		$ 24,463	$ 15,446
LB6143	School Park Construction	$ 25,000		$ 73,707	$ 31,824
LB6146	Riverside Playground	$ 200,000		$ -	$ 184,498
LB6152	Website Upgrade	$ 57,000		$ 169	$ 46,755
LB6184	Soccer Complex	UNKNOWN		$ 45,407	$ 104,444
LB6185	Aerial Photography	$ 17,000		$ -	$ 10,199
LB6188	Technology lifecycle Management	$ 50,000		$ 47,178	$ 51,634
LB6189	Existing Park & Sports Facility Rehabilitation	$ 225,000		$ 48,927	$ 58,448
LB6190	Riverside Park, River Trail	$ 65,000		$ 4,004	$ 53,605
LB6191	River Access Points in Parks	$ 45,000		$ 1,932	$ 5,765
LB6193	Weekend parkways-Open Streets	$ 5,000		$ -	$ 5,140
LB6196	Sobering Center Assistance	$ 40,000		$ 40,000	
LB6197	Fire Sprinkler & Structural Retrofit Grants	$ 500,000		$ 56,661	$ 122,524
LB6224	ass Area Brownfield Coalition Community Ass	$ 600,000		$ -	$ -
LB6225	Fleet Maintenance Facility	$ 600,000		$ -	$ -
LB6226	Park Gazebo Replacement	$ 50,000		$ -	$ -
LB6227	Reinhart Park Irrigation Conversion	$ 150,000		$ -	$ -
LB6228	ative Fueling Facility Design & Implementatio	$ 112,000		$ -	$ -
LB6229	Downtown Parking	$ 50,000	-$8,000 + $208,000 Res. 14-6256	$ -	$ 240,665
LB6230	Joint Economic Develop. Strategic Plan	$ 150,000		$ -	$ -
LB6231	Mountain Bike Park Improvement	$ 250,000		$ -	$ -
LB6232	Loveless Park Improvements	$ 200,000		$ -	$ 6,547
LB6233	DDA and AFD Evaluation and Clean Up	$ 50,000		$ -	$ 8,584
LB6234	Annexation	$ 25,000		$ -	$ 27,249
LB6235	E & F Street Landscaping	$ 25,000		$ -	$ 224
LB6236	Spalding Industrial Park Development	$ 3,500,000		$ -	$ -
LB6259	4th and F Street Parking Lot Entrance		+ $8,000 from LB6229	$ -	$ 9,639
LB6263	Croxton Park Parcel Sale			$ -	$ -
LB8580	Izaak Walton Bldg Replacement	UNKNOWN		$ 43,544	$ -
LB8870	Reinhart Volunteer Park	UNKNOWN		$ 3,140,915	$ -
	TOTALS	**$ 147,301,189**		**$ 28,440,849**	**$ 11,333,300**

Quarterly Investment Report as of June 30, 2015

Total Cash/Investment Balance at Quarter End $ 61,326,895

			% of Cash Balance	Investment Policy Limit	% Available (Over)
Maximum Maturities					
Total Investments Maturing in					
OVER 36 months	$	-	0%	0%	0%
OVER 360 days	$	11,067,838	18%	30%	12%
OVER 180 days	$	16,178,762	26%	55%	29%
OVER 1 day	$	17,198,253	28%	85%	57%
Per Issuer Limits					
US Agencies					
TOTAL FHLB Holdings	$	999,806	2%	25%	23%
TOTAL FFCB Holdings	$	1,999,050	3%	25%	22%
TOTAL FHLMC Holdings	$	3,995,874	7%	25%	18%
TOTAL FNMA Holdings	$	997,463	2%	25%	23%
Banking Institutions					
Umpqua Bank (excluding CDARS)	$	2,222,342	4%	35%	31%
Bank of the Cascades	$	45,526	0%	35%	35%
Washington Federal (excluding CDARS)	$	1,027,958	2%	35%	33%
Other					
Banker's Acceptance	$	-	0%	10%	10%
A1/P1 Rated Commercial Paper	$	-	0%	10%	10%
Repurchase Agreements	$	-	0%	10%	10%
TOTAL LGIP Accounts	$	40,288,273	66%	75%	9%
Per Investment Type Limits					
US Treasury Obligations	$	-	0%	85%	85%
US Agency	$	7,992,193	13%	75%	62%
Certificate of Deposit	$	9,206,060	15%	50%	35%
Bank Deposits: Savings & Money Market	$	216,188	0%	no limit	no limit
Banker's Acceptance	$	-	0%	25%	25%
A1 / P1 Rated Commercial Paper	$	-	0%	25%	25%
Repurchase Agreement	$	-	0%	25%	25%
TOTAL LGIP Accounts	$	40,288,273	66%	75%	9%

Performance Standards & Benchmarks	QTR Average	Jun-2015	May-2015	Apr-2015
Average Yield for City Investments	**0.67%**	**0.68%**	**0.67%**	**0.66%**
LGIP Rate	0.51%	0.53%	0.50%	0.50%
3 Month T-Bill	0.02%	0.02%	0.02%	0.02%

The general objectives of the City's investment policy, in order of priority, are: Safety, Liquidity, and Yield.

It is the goal of the City to maintain throughout the accounting cycle a yield that is not more than 50 basis points (1/2 percent) lower than the LGIP, and is not less than 25 basis points (1/4 percent) higher than that of the 91-Day US Treasury Bill.

Budget Variance Report - Fiscal 2015 Revenues through June 30, 2015

DEPARTMENT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD ACTUAL 6-30-15	% USED	NOTES
	Public Safety				
PS-FIRE RESCUE DIVISION	OTHER REVENUE	$ (500)	$ (61,980)	12396.03%	Worker's comp
PS-POLICE DIVISION	INTERGOVERNMENTAL RE	$ (78,100)	$ (95,889)	122.78%	Received mor
PS-POLICE DIVISION	FINES & FORFEITURES	$ (200,800)	$ (152,893)	76.14%	Large reductic from the State
PS-POLICE DIVISION	OTHER REVENUE	$ (143,800)	$ (121,256)	84.32%	This is mainly budgeting for a vary from year
	Development				
BUILDING AND SAFETY	LICENSES AND PERMITS	$ (290,400)	$ (357,494)	123.10%	Development
BUILDING AND SAFETY	CHARGES FOR SERVICES	$ (142,200)	$ (243,554)	171.28%	Development
PLANNING	CHARGES FOR SERVICES	$ (68,040)	$ (107,283)	157.68%	Development
	Transportation				
STREET LIGHTS	TRANSFERS	$ (367,100)	$ (304,034)	82.82%	Transferred th Bills less than
TRANSPORTATION CAPITAL PROJECTS	TRANSPORTATION CAPITAL PROJECTS	$ (4,413,044)	$ (1,959,151)	44.39%	Part was a pla City did not re SDC fees for r
	Auxiliary				
CDB GRANT-HUD	INTERGOVERNMENTAL RE	$ (300,000)	$ -	0.00%	Placeholder fc
CDB GRANT-HUD	INTEREST	$ (6,160)	$ (23,697)	384.70%	1st interest bill
CDBG GRANT-STATE	INTERGOVERNMENTAL RE	$ (75,000)	$ (32,701)	43.60%	Placeholder fc
INDUSTRIAL& DOWNTOWN LOAN	INTERGOVERNMENTAL RE	$ (50,000)	$ -	0.00%	Placeholder fc
DEBT SERVICE/BANCROFT	SPECIAL ASSMT FINANC	$ (160,000)	$ (202,894)	126.81%	Semi-annual A triggers most variable year t
DEBT SERVICE/BANCROFT	OTHER FINANCING SOURCE	$ (750,000)	$ -	0.00%	Potential bond placeholder).
	Solid waste				
SOLID WASTE/Environ Fees	CHARGES FOR SERVICES	$ (251,000)	$ (294,549)	117.35%	Received mor fees.
	Transportation				
STORM DRAIN SDCs	STORM DRAIN & OPEN SPACE CAPITAL PROJECTS	$ (57,000)	$ (113,631)	199.35%	Development revenue.
	LANDS & BUILDING				
LANDS AND BLDGS PROJECTS	LANDS & BLDG CAPITAL PROJECTS	$ (8,853,743)	$ (3,418,662)	38.61%	Didn't receive any of the anti
	Wastewater				
WASTEWATER-GEN PROGRAM OP	OTHER REVENUE	$ (42,000)	$ (88,642)	211.05%	Received mor more revenue
	SUPPORT SERVICES				
GARAGE OPERATIONS	OTHER FINANCING SOURCE	$ (600,000)	$ -	0.00%	Borrowing pla
EQUIPMENT REPLACEMENT	OTHER REVENUE	$ (10,000)	$ (79,924)	799.24%	Surplus equip
WORKERS COMP INSURANCE	CHARGES FOR SERVICES	$ (302,000)	$ 894	-0.30%	Billings to dep insurance con
ENGINEERING	CHARGES FOR SERVICES	$ (789,000)	$ (925,265)	117.27%	Development

Budget Variance Report - Fiscal 2015 Expenditures through June 30, 2015

DEPARTMENT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED 6-30-15	% USED	Notes
POLICY AND LEGISLATION					
MAYOR AND COUNCIL	CONTRACTUAL SERVICES	$ 201,500	$ 131,998	65.50	Committee recording ex
PUBLIC SAFETY					
PS-FIRE RESCUE DIVISION	OPERATING SUPPLIES	$ 198,196	$ 147,820	74.60	Deferred pu supplies.
PS-FIRE RESCUE DIVISION	CAPITAL OUTLAY	$ 30,000	$ -	0.00	Deferred pu Hillcrest Sta
PS-POLICE DIVISION	CONTRACTUAL SERVICES	$ 1,065,705	$ 898,138	84.30	Available fo budget not u
PS-POLICE DIVISION	CAPITAL OUTLAY	$ 18,000	$ -	0.00	Deferred pu
DEVELOPMENT					
PLANNING	PERSONNEL SERVICES	$ 440,212	$ 358,003	81.30	Vacancy in
ECONOMIC DEVELOPMENT	PERSONNEL SERVICES	$ 92,934	$ 58,846	63.30	Vacancy in
STREETS					
STREET LIGHTS	CONTRACTUAL SERVICES	$ 367,100	$ 304,034	82.80	Street lightir
STREET & DRAINAGE MAINT	OPERATING SUPPLIES	$ 65,762	$ 87,373	132.90	Increase in
GENERAL OPERATIONS-STREET	TRANSFERS	$ 1,201,952	$ 733,066	61.00	Closed proje
AUXILIARY					
CDB GRANT-HUD	CONTRACTUAL SERVICES	$ 321,000	$ 11,376	3.50	CDBG gran
CDBG GRANT-STATE FUND	CONTRACTUAL SERVICES	$ 85,000	$ 44,200	52.00	CDBG gran
INDUSTRIAL& DOWNTOWN LOAN	CONTRACTUAL SERVICES	$ 350,000	$ -	0.00	Available loa
DEBT SERVICE/BANCROFT	TRANSFERS	$ 750,000	$ -	0.00	Placeholder
TRUST	CONTRACTUAL SERVICES	$ 25,000	$ -	0.00	No interest and beyond
TRANSPORTATION					
TRANSPORTATION PROJECTS	TRANSPORTATION CAPITAL PROJECTS	$ 11,744,699	$ 5,459,621	46.49	Available fu projects spa
SOLID WASTE					
LANDFILL/POST CLOSURE OP	CHARGES FOR SERVICES	$ 30,400	$ 10,881	35.80	Monitoring e
SOLID WASTE CONSTRUCTION	SOLID WASTE CAPITAL PROJECTS	$ 1,541,976	$ 113,544	7.40	Available fu as projects s
STORM DRAINS & OPEN SPACE					
STORM DRAIN SDCs	STORM DRAIN & OPEN SPACE CAPITAL	$ 344,549	$ 245,455	71.24	Available fu as projects s
LANDS & BUILDING					
LANDS AND BLDGS PROJECTS	LANDS AND BLDGS PROJECTS	$ 12,970,694	$ 3,480,873	26.84	Available fu as projects s

WASTEWATER					
WASTEWATER COLLECTION	OPERATING SUPPLIES	$ 40,530	$ 15,361	37.90	Tools and v for the year
WASTEWATER COLLECTION	CONTRACTUAL SERVICES	$ 167,772	$ 122,049	72.70	Root foamir budget.
WASTEWATER TREATMENT	PERSONNEL SERVICES	$ 798,992	$ 651,647	81.60	Vacancy in
CUSTOMER SERVICE-WASTEWTR	CONTRACTUAL SERVICES	$ 42,002	$ 25,835	61.50	Normal amc
WASTEWATER PROJECTS	WASTEWATER PROJECTS	$ 5,437,462	$ 1,280,818	23.56	Available fu as projects :
WATER					
WATER DISTRIBUTION	PERSONNEL SERVICES	$ 766,624	$ 584,044	76.20	Vacancy in
WATER DISTRIBUTION	OPERATING SUPPLIES	$ 163,677	$ 127,554	77.90	Normal perf potential ne
WATER PROJECTS	WATER PROJECTS	$ 3,872,568	$ 893,991	23.09	Available fu as projects :
SUPPORT SERVICES					
GARAGE OPERATIONS	OPERATING SUPPLIES	$ 393,940	$ 293,452	74.50	Largely due
GARAGE OPERATIONS	CONTRACTUAL SERVICES	$ 109,524	$ 85,653	78.20	Lower suble
GARAGE OPERATIONS	INDIRECT CHARGES	$ 81,328	$ 59,352	73.00	Normal due
GARAGE OPERATIONS	TRANSFERS	$ 600,000	$ -	0.00	Deferred up
EQUIPMENT REPLACEMENT	CONTRACTUAL SERVICES	$ 601,439	$ 847	0.10	Placeholder maintenanc
EQUIPMENT REPLACEMENT	CAPITAL OUTLAY	$ 861,500	$ 214,409	24.90	Deferral of t years.
PROPERTY MANAGEMENT	PERSONNEL SERVICES	$ 230,268	$ 173,038	75.10	Vacancy in
PROPERTY MANAGEMENT	CAPITAL OUTLAY	$ 57,800	$ 33,903	58.70	Certain buil
ENGINEERING	CONTRACTUAL SERVICES	$ 131,721	$ 105,859	80.40	Contract en
PARKS & CD MGMT SERVICES	CONTRACTUAL SERVICES	$ 86,867	$ 61,722	71.10	Underspent maintenanc
PARKS & CD MGMT SERVICES	CAPITAL OUTLAY	$ 13,000	$ 29,955	230.40	Need to rep
WORKERS COMP INSURANCE	PERSONNEL SERVICES	$ 50,266	$ 197,952	393.80	Workers Co CIS
WORKERS COMP INSURANCE	CONTRACTUAL SERVICES	$ 386,619	$ 237,847	61.50	Medical exp
GENERAL INSURANCE	CONTRACTUAL SERVICES	$ 588,280	$ 443,535	75.40	Deductibles
ADMINISTRATIVE SERVICES					
HUMAN RESOURCES	CONTRACTUAL SERVICES	$ 154,231	$ 122,839	79.60	Recruitment
LEGAL SERVICES	CONTRACTUAL SERVICES	$ 276,416	$ 217,543	78.70	External att
GENERAL PROGRAM OPERATION	CONTRACTUAL SERVICES	$ 147,700	$ 85,809	58.10	Postage exp maint exp u
GENERAL PROGRAM OPERATION	CHARGES FOR SERVICES	$ 79,415	$ 64,046	80.60	Normal amc

Item: Motion acknowledging the System Development Charge Annual Report for fiscal 2015. Date: January 6, 2016

SUBJECT AND SUMMARY:

The City is required to produce and keep on file an annual accounting report specific to System Development Charges for the various SDC Systems.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goal of **LEADERSHIP** by ensuring financial records and system are effective and that Council has the opportunity to access the City's financial information.

CALL TO ACTION SCHEDULE:

N/A

BACKGROUND:

System development charge revenues must be deposited in accounts designated for such moneys. The City provides an annual accounting for system development charges showing the total amount of system development charge revenues collected for each system and the projects that were funded in the previous fiscal year. Included in the annual accounting is the following:

(a) A list of the amount spent on each project funded, in whole or in part, with system development charge revenues;

(b) The amount of revenue collected by the City from system development charges; and

(c) SDC fund balances for each system.

COST IMPLICATION:

None.

RECOMMENDED ACTION:

It is recommended the Council acknowledge receipt of the System Development Charge Annual Report for the fiscal period ended June 30, 2015.

POTENTIAL MOTION:

I move to acknowledge the SDC Annual Report.

ITEM: 3.e. MOTION ACKNOWLEDGING THE SYSTEM DEVELOPMENT CHARGE ANNUAL REPORT FOR FISCAL 2015.

CITY OF GRANTS PASS
JOSEPHINE COUNTY, OREGON

SYSTEM DEVELOPMENT CHARGE ANNUAL REPORT

Fiscal Year Ended June 30, 2015

Prepared by:

City of Grants Pass Finance Department

CITY OF GRANTS PASS
JOSEPHINE COUNTY, OREGON
SYSTEM DEVELOPMENT CHARGE ANNUAL REPORT
FISCAL YEAR ENDING JUNE 30, 2015

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CITY OF GRANTS PASS
JOSEPHINE COUNTY, OREGON
SYSTEM DEVELOPMENT CHARGE ASSET SUMMARY
FISCAL YEAR ENDING JUNE 30, 2015

SDC Charge Type		Asset Balance
Transportation	$	188,219
Parks		19,865
Wastewater		413,708
Water		447,435
Storm Water & Open Space		87,449
Total SDC Charge Balance	$	1,156,676

CITY OF GRANTS PASS
JOSEPHINE COUNTY, OREGON
SYSTEM DEVELOPMENT CHARGE SOURCES AND USES
FISCAL YEAR ENDING JUNE 30, 2015
TRANSPORTATION

Beginning Balance		$ 998,202
SDC Resource		
Revenue		111,962
Return of funding by projects		-
SDC Uses		
Projects		(921,945)
TR4934 - Redwood Ave: Dowell to Hubbard	$ (600,000)	
TR6075 - Lincoln Rd. Sidewalk: Lower River Rd to G St	(250,000)	
TR6247 - Dimmick Railroad Crossing Corridor Study	(50,000)	
TR4837 - Signal at Willow/Redwood Ave	(21,945)	
Ending Balance		$ 188,219

CITY OF GRANTS PASS
JOSEPHINE COUNTY, OREGON
SYSTEM DEVELOPMENT CHARGE SOURCES AND USES
FISCAL YEAR ENDING JUNE 30, 2015
PARKS

Beginning Balance		$ 220,612
SDC Resource		
Revenue		14,253
Return of funding by projects		-
SDC Uses		
Projects		(215,000)
LB4713 - Allenwood Park Reserve	$ (160,000)	
LB6146 - Riverside Playground	(15,000)	
LB6184 - Soccer Complex	(15,000)	
LB6190 - Park Trails	(20,000)	
LB6227 - Reinhart Park Irrigation System	(5,000)	
Ending Balance		$ 19,865

CITY OF GRANTS PASS
JOSEPHINE COUNTY, OREGON
SYSTEM DEVELOPMENT CHARGE SOURCES AND USES
FISCAL YEAR ENDING JUNE 30, 2015
WASTEWATER

Beginning Balance		$ 265,264
SDC Resource		
Revenue		298,444
Return of funding by projects		-
SDC Uses		
Projects		(150,000)
SE4964 - WRP Phase 2 Expansion	$ (150,000)	
Ending Balance		$ 413,708

CITY OF GRANTS PASS
JOSEPHINE COUNTY, OREGON
SYSTEM DEVELOPMENT CHARGE SOURCES AND USES
FISCAL YEAR ENDING JUNE 30, 2015
WATER

Beginning Balance			$ 148,585
SDC Resource			
Revenue			373,850
Return of funding by projects			-
SDC Uses			
Projects			(75,000)
WA4742 - Reservoir & Pump Station Site Purchases	$	(75,000)	
Ending Balance			$ 447,435

CITY OF GRANTS PASS
JOSEPHINE COUNTY, OREGON
SYSTEM DEVELOPMENT CHARGE SOURCES AND USES
FISCAL YEAR ENDING JUNE 30, 2015
STORM WATER & OPEN SPACE

Beginning Balance		$ 111,311
SDC Resource		
Revenue		81,138
Return of funding by projects		-
SDC Uses		
Projects		(105,000)
DO6169 Storm Water Plan Update	$ (105,000)	
Ending Balance		$ 87,449

CITY OF GRANTS PASS
PARKS & COMMUNITY DEVELOPMENT DEPARTMENT

DEVELOPMENT CODE TEXT AMENDMENT
COMMERCIAL EATING/DRINKING ESTABLISHMENTS,
SOCIAL SERVICES FACILITY AND TRANSIENT QUARTERS
ARTICLE 12 ~ ZONING DISTRICTS
SCHEDULE 12-2 ~ PERMITTED USES AND SITE PLAN REVIEW PROCEDURES ARTICLE 30 ~ DEFINITIONS

FINDINGS OF FACT – CITY COUNCIL DECISION

Procedure Type:	Type IV: Planning Commission Recommendation and City Council Decision (Legislative)
Project Number:	15-40500002
Project Type:	Development Code Text Amendment
Applicant:	City of Grants Pass
Planner Assigned:	Joe Slaughter
Application Received:	September 15, 2015
Application Complete:	September 15, 2015
Date of UAPC Staff Report:	November 3, 2015
Date of UAPC Hearing:	November 10, 2015
Date of UAPC Findings:	November 24, 2015
Date of Council Staff Report:	December 8, 2015
Date of Council Hearing:	December 16, 2015
Date of City Council Findings:	January 6, 2016

I. PROPOSAL:

Development Code Text Amendment to change the title of the "Transient Quarters" definition in Article 30, change the title of "Eating/Drinking Establishments" in Article 12, Schedule 12-2, and add "Social Services Facility" to Article 12, Schedule 12-2 ***(See Exhibit 'A' to Ordinance for final, adopted version)***.

II. AUTHORITY AND CRITERIA:

Section 4.102 of the City of Grants Pass Development Code provides that the Director, Planning Commission or City Council may initiate a text amendment. The amendment has been initiated by the Director.

Section 2.062 authorizes the Planning Commission to make a recommendation to the City Council and authorize the City Council to make a final decision on an application for a Development Code Text Amendment, pursuant to the requirements of a Type IV procedure.

The text of the Development Code may be recommended for amendment and amended provided the criteria in Section 4.103 of the Development Code are met.

III. APPEAL PROCEDURE:

The City Council's final decision may be appealed to the State Land Use Board of Appeals (LUBA) as provided in state statutes. A notice of intent to appeal must be filed with LUBA within 21 days of the Council's written decision.

IV. PROCEDURE:

A. The application was received on September 15, 2015 and deemed complete that same day. The application was processed in accordance with Section 2.062 of the Development Code.

B. Notice of the proposed amendment and the public hearings was sent to the Oregon Department of Land Conservation and Development on September 25, 2015 in accordance with ORS 197.610 and OAR Chapter 660, Division 18.

C. Notice of the proposed amendment and the public hearings was sent to Josephine County on September 25, 2015 in accordance with the 1998 Intergovernmental Agreement.

D. Public notice of the November 10, 2015 Planning Commission public hearing was published in the newspaper on November 3, 2015 in accordance with Sections 2.053 and 2.063 of the Development Code.

E. The Planning Commission held a public hearing on November 10, 2015 to consider the proposal and make a recommendation to the City Council.

F. Public notice of the proposal and the December 16, 2015 City Council public hearing was posted on December 9, 2015.

G. The City Council held a public hearing on December 16, 2015 to consider the proposal and recommendation and make a decision. The vote on the first and second readings of the Ordinance were unanimous and the ordinance was approved at the December 16, 2015 meeting.

V. SUMMARY OF EVIDENCE:

A. The basic facts and criteria regarding this application are contained in the staff report and its exhibits attached as Exhibit "A" and incorporated herein.

1. Updated mark-up text for "Social Services Facility/Transient Quarters" definition in Section 30.020 and mark-up Section 12.029, Schedule 12-2

2. Planning Commission Findings of Fact and the Attached Record

A. Planning Commission Staff Report and Exhibits

1. Mark-up Section 12.029, Schedule 12-2

2. Mark-up Section 30.020

B. Minutes of the November 10, 2015 Planning Commission Hearing

C. PowerPoint Presentation from November 10, 2015 Planning Commission Hearing

B. The minutes of the public hearing held by the City Council on December 16, 2015, which are attached as Exhibit "B", summarize the oral testimony presented and are hereby adopted and incorporated herein.

C. The PowerPoint presentation provided by staff at the December 16, 2015 public hearing is attached as Exhibit "C" and incorporated herein.

VI. GENERAL FINDINGS:

The definition of "Transient Quarters" in Article 30 is broader than the title suggests. This portion of the proposed text amendment would change the title to "Social Services Facility/Transient Quarters" causing the title to more closely match the existing definition.

With the addition of the "Social Services Facility" portion of the above referenced definition in Article 30, Schedule 12-2 in Article 12 must be amended to make clear where Social Services Facilities are permitted. This portion of the proposed text amendment would cause Social Services Facilities to be permitted in the same zoning districts (BP & I), through the same site plan review procedure (Type III), as Transient Quarters.

Schedule 12-2 of Article 12 lists "Eating/Drinking Establishment" under the Services category for Land Use Types. This portion of the proposed text amendment would change the title to "Commercial Eating/Drinking Establishment" to make clear that the uses permitted under this heading are commercial in nature.

Overall, the proposed text amendments are meant to clarify where Social Services Facilities and Transient Facilities are permitted without changing where or how these facilities are permitted.

Based on discussions at the Planning Commission hearing, staff recommends making a few modifications to the proposed definition of "Social Services Facility/Transient Quarters" in Article 30. The fist change is to the title of the definition, changing it from "Social Services Facility/Transient Facility" to "Social Services Facility/Transient Quarters" in order to make the title match the uses listed in Schedule 12-2 of Article 12. The next change is the addition of "not-for-profit" and "government" to the types of organizations that could offer these services. The final change is the addition of "any of the following:" to clarify that any use that provides any of the listed services will be classified under this definition. The full revised version of the definition is attached as Exhibit 1.

VII. FINDINGS IN CONFORMANCE WITH APPLICABLE CRITERIA:

The text of the Development Code may be recommended for amendment and amended provided that all of the following criteria of Section 4.103 of the Development Code are met.

CRITERION 1: The proposed amendment is consistent with the purpose of the subject section and article.

Response: Satisfied. The definition of "Transient Quarters" in Article 30 is broader than the title suggests. This portion of the proposed text amendment would change the title to "Social Services Facility/Transient Facility" causing the title to more closely match the existing definition. There will be no change to the existing definition.

With the addition of the "Social Services Facility" portion of the above referenced definition in Article 30, Schedule 12-2 in Article 12 must be amended to make clear where Social Services Facilities are permitted. This portion of the proposed text amendment would cause Social Services Facilities to be permitted in the same zoning districts (BP & I), through the same site plan review procedure (Type III), as Transient Quarters.

Schedule 12-2 of Article 12 lists "Eating/Drinking Establishment" under the Services category for Land Use Types. This portion of the proposed text amendment would change the title to "Commercial Eating/Drinking Establishment" to make clear that the uses permitted under this heading are commercial in nature.

Overall the proposed text amendments will clarify where Social Services Facilities and Transient Facilities are permitted without changing where or how these facilities are permitted.

CRITERION 2: The proposed amendment is consistent with other provisions of this code.

Response: Satisfied. The proposed text amendments will clarify where Social Services Facilities and Transient Facilities are permitted without changing where or how these facilities are permitted. These minor changes will not substantially change the code and the revised Sections will remain consistent with other provisions of the code.

CRITERION 3: The proposed amendment is consistent with the goals and policies of the Comprehensive Plan, and most effectively carries out those goals and policies of all alternatives considered.

Response: Satisfied. The proposed changes are consistent with Element 13, Land Use, of the Comprehensive Plan. The proposed amendments will clear up existing ambiguity concerning where Social Services Facilities and Transient Facilities are permitted.

Most Effective Alternative

The alternative to approving the proposal is to retain the existing definition in Article 30 and the existing uses listed in Schedule 12-2 of Article 12 and consistently

interpret and apply the code to permit Social Services Facilities and Transient Facilities in a manner consistent with the language of the proposed text amendment. The existing code provides the ability to permit these facilities in the same way proposed in the text amendment, however, the language is not clear and there has been some ambiguity in its application in the past. The proposed amendment more effectively carries out the goals and policies stated above.

CRITERION 4: The proposed amendment is consistent with the functions, capacities, and performance standards of transportation facilities identified in the Master Transportation Plan.

Response: Satisfied. The proposed amendment is not expected to affect the functions, capacities, or performance standards of transportation facilities identified in the Master Transportation Plan (MTP).

VIII. DECISION AND SUMMARY:

Based on the above findings, the City Council found the applicable criteria were satisfied and **APPROVED** the proposed Development Code text amendment as presented in Exhibit "A" to the Ordinance.

The vote was 6-0 with Councilors DeYoung, Lindsay, Goodwin, Hannum, Riker and Roler in favor. There are two vacancies on the Council.

IX. FINDINGS APPROVED AND DECISION ADOPTED BY THE GRANTS PASS CITY COUNCIL this 6th day of January, 2016.

_____

Darin Fowler, Mayor

NOTE: *The amendment is legislative and is not subject to the 120-day requirement.*

City Council Meeting
December 16, 2015
6:00 pm
City Council Chambers

The Council of the City of Grants Pass met in regular session on the above date with Mayor Fowler presiding. The following Councilors were present: DeYoung, Goodwin, Hannum, Lindsay, Riker, Roler. Also present and representing the City were City Manager Cubic, Assistant City Manager Reeves, Finance Director Meredith, Public Safety Director Landis, Parks & Community Development Director Glover, Water Restoration Plant Superintendent Brelinski, and City Recorder Frerk.

Mayor Fowler opened the meeting and Councilor Riker led the invocation followed by the Pledge of Allegiance.

1. CONSENT AGENDA:

   a. Resolution amending the comprehensive fee schedule for annual cost of living index adjustments.

RESOLUTION NO. 15-6389

Councilor DeYoung moved and Councilor Lindsay seconded that Resolution 15-6389 be adopted and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The resolution is adopted.

   b. Resolution adopting the City Manager's annual evaluation.

RESOLUTION NO. 15-6390

Councilor DeYoung moved and Councilor Lindsay seconded that the City Manager's annual evaluation be adopted and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The resolution is adopted.

   c. Motion approving the minutes of the City Council meeting of December 2, 2015.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the City Council meeting of December 2, 2015 be approved and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

   d. Motion acknowledging the minutes of the Urban Area Planning Commission meeting of October 14, 2015.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Urban Area Planning Commission meeting of October 14, 2015 be approved and the

vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

e. Motion acknowledging the minutes of the Urban Area Planning Commission meeting of November 10, 2015.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Urban Area Planning Commission meeting of November 10, 2015 be approved and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

f. Motion acknowledging the minutes of the Historical Buildings and Sites Commission meeting of October 15, 2015.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Historical Buildings and Sites Commission meeting of October 15, 2015 be approved and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

g. Motion acknowledging the minutes of the Urban Tree Advisory Committee meeting of October 12, 2015.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Urban Tree Advisory Committee meeting of October 12, 2015 be approved and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

h. Motion acknowledging the minutes of the Bikeways and Walkways Committee meeting of October 13, 2015.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Bikeways and Walkways Committee meeting of October 13, 2015 be approved and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

2. COUNCIL ACTION:

a. Resolution providing for the dissolution of the Micro Enterprise Loan Review Board.

RESOLUTION NO. 15-6391

Councilor Riker moved and Councilor Roler seconded that the dissolution of the Micro Enterprise Loan Review Board be approved and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

3. PUBLIC HEARING:

Legislative

a. Ordinance amending the title of the "Transient Quarters" definition in Article 30, amending the title of "Eating/Drinking Establishments" in Article 12, Schedule 12-2, and adding "Social Services Facility" to Article 12, Schedule 12-2.

ORDINANCE NO. 15-5666

Councilor Lindsay moved that the ordinance be read for the first reading, title only. The motion was seconded by Councilor Riker. The vote resulted as follows: "Ayes": DeYoung, Hannum, Goodwin, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed. The ordinance was read.

Councilor Riker moved that the ordinance be read by title only, second reading. The motion was seconded by Councilor Hannum. The vote resulted as follows: "Ayes": DeYoung, Hannum, Goodwin, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed. The ordinance was read.

Councilor Lindsay moved that the ordinance be adopted as recommended by the Urban Area Planning Commission with additional revisions by staff. The motion was seconded by Councilor Roler. Mayor Fowler asked if the ordinance should be adopted, signified by roll call vote as follows: DeYoung – yes, Goodwin – yes, Hannum – yes, Lindsay – yes, Riker – yes, Roler – yes. The ordinance was adopted.

4. MATTERS FROM MAYOR, COUNCIL AND STAFF:

a. Committee liaison reports.

b. Appoint one Councilor to Ward 2.

Councilor DeYoung moved and Councilor Lindsay seconded that Valerie Lovelace be appointed as Councilor to Ward 2 and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

c. Appoint one Councilor to Ward 4.

Councilor DeYoung moved and Councilor Hannum seconded that Shonna Bouteller be appointed as Councilor to Ward 4 and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

d. Appoint three members to the Budget Committee.

Councilor Lindsay moved and Councilor Riker seconded that James De Hoog, Ferris Simpson and Gordon Langenbeck be appointed to the Budget Committee and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and

Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

e. Appoint one member to the Historical Buildings and Sites Commission.

Councilor Lindsay moved and Councilor Riker seconded that Virginia Ford be appointed to the Historical Buildings and Sites Commission and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

f. Appoint one member to the Urban Area Planning Commission.

Councilor Lindsay moved and Councilor Riker seconded that Robert Wiegand be appointed to the Urban Area Planning Commission and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

g. Appoint four members to the Committee on Public Art.

Councilor DeYoung moved and Councilor Lindsay seconded that Cara Vincent be appointed to a two-year term on the Committee on Public Art and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

Councilor Riker moved and Councilor Lindsay seconded that Cynthia Charat, Dennis Hatch and Julie Imhof be appointed to three-year terms on the Committee on Public Art and the vote resulted as follows: "Ayes": DeYoung, Goodwin, Hannum, Lindsay, Riker and Roler. "Nays": None. Abstain: None. Absent: None. The motion passed.

5. EXECUTIVE SESSION: None.

6. ADJOURN:

There being no further business to come before the Council, Mayor Fowler adjourned the meeting at 6:35 p.m.

The ordinances, resolutions and motions contained herein and the accompanying votes have been verified by:

_____
City Recorder

URBAN AREA PLANNING COMMISSION

MEETING MINUTES

November 24, 2015 – 6:00 P.M.

Council Chambers

1. **ROLL CALL:**

The Urban Area Planning Commission met in regular session on the above date with Vice Chair Jim Coulter presiding. Commissioners Lois MacMillan, Loree Arthur, Blaire McIntire, and Dan McVay were present. Chair Gerard Fitzgerald and Commissioner David Kellenbeck were absent. There was one vacant position. Also present and representing the City from Parks & Community Development (hereafter: PCD) was Senior Planner Tom Schauer.

2. **ITEMS FROM THE PUBLIC:** None

3. **CONSENT AGENDA:**
   a. **MINUTES:** November 10,2015
   b. **FINDINGS OF FACT:**
      i. **15-40500002 –**
         1. Development Code Text Amendment Commercial Eating/Drinking Establishments, Social Services Facility and Transient Quarters
         2. Article 12 – Zoning Districts
         3. Schedule 12-2 – Permitted Uses and Site Plan Review Procedures
         4. Article 30 – Definitions

Commissioner Arthur stated, there was one correction to the attendance. Mr. Fitzgerald was not here.

Vice Chair Coulter stated, correct, the second sentence where it says Chair Gerard Fitzgerald should be struck because he wasn't here and it should be added to the third sentence as an absentee.

specifically discussed were potential changes to the Planning Commission appointment process and bringing back the leadership training program that included community and committee members. That is what I had and if that looks ok then we can adjourn when you are ready or if you want to discuss.

Commissioner MacMillan stated, I have one thing going back to the initial discussion from October 14th. I'd like this in the minutes and I'll carbon copy all of you. The reason the leadership training program would be good to bring back is because of the discussion on the Planning Commission appointee process and the problems we're having people come to the type of public service we're asking them to do. I think way back when there was a fostering of that kind of service within the leadership training program that was conducted by Peterson who was the city manager at that time. I am definitely going to propose that as an idea to City Council.

Senior Planner Schauer stated, thank you. Rather than go into a late meeting tonight if you'd like to work on brainstorming 3-5 of your top ideas and rank them in order of importance to you individually. Then, we can compile that and identify what everyone said collectively. If there are notes we can provide to organize and facilitate the discussion we'll get that sent out as well, if that works for everyone.

Vice Chair Coulter stated, the one we have, and it will just continue on, is text amendments and things like that. We want to continue on cleaning it up and moving forward.

Senior Planner Schauer stated, it is interesting to me the process we go through. There are certainly special projects or items that are unique to any given time. With the type of work we have there is that oncoming work load driven by the development community we don't control. We have other projects that have to fit into that Council work plan that we have to do anyway. I'm working on trying to get some of the scopes completed on things like our transportation plan and our (inaudible) resource plan. Those will be coming forward anyway. I know it says quarterly updates on the agenda tonight, but I think that was accidentally left on from a prior agenda. We have that work plan that Council adopts and there are tasks assigned to each department so PCD has a list of tasks and it looks like Lora has been doing updates with you on those quarterly updates we provide back to Council. There is quite a bit that goes into those work plans. We want to make sure your priorities are either reflected in the work we are doing

or if they are new, separate, or additional things that we roll that into there as well and take that to Council for their consideration.

Vice Chair Coulter stated, that sounds good. Is there anything else?

Senior Planner Schauer stated, I think that is it. Hopefully this plan will work for you on the goal setting and hopefully getting that done by the 9th will work for everyone, internally as well.

7. ITEMS FROM COMMISSIONERS: none

8. ADJOURNMENT:

Vice Chair Coulter adjourned the meeting at 6:08 P.M.

Jim Coulter, Vice Chair
Urban Area Planning Commission

12/9/2015
Date

These minutes were prepared by contracted minute taker, Becca Quimby.

PAVE COMMITTEE
Water/Wastewater Performance Audit & Strategic Plan
Meeting Minutes – October 1, 2015 at 2:00 PM
Courtyard Conference Room

Member Attendance:
Roy Lindsay (Chair)
Ken Hannum (Vice Chair)
Dennis Roler
Rick Riker
Jim Williams
William (John) Rall - absent
Layne Lange - absent
Paul Mitchell

Staff/Liaison/Other:
Jay Meredith (City of GP Finance Director)
Aaron Cubic (City Manager, Grants Pass)
Terry Haugen (City of GP Public Works Director)
Kimberly Gasperson (City of GP Customer Service Supervisor)
Bob Hamblin (City of GP Water Distribution/Wastewater Collection Superintendent)
Jason Canady (City of GP Water Treatment Plant Superintendent)
Gary Brelinski (City of GP Wastewater Plant Superintendent)

Paul Eisenhardt, Ed Means, Jim Bewley, and Brian Hemphill (Eisenhardt Group, Inc.)

Jay gave the Committee an overview of the review process –

- Distributed draft report to staff & Committee members
- Reviewed report for accuracy and made recommendations back to EGI, few minor changes for clarification but won't change any of EGI's recommendations
- Next step is for Committee to make sure they get all their questions answered and make any last minute changes/comments to draft report – final comments to EGI by end of next week
- Final report back to Committee by middle of October
- Committee will have it for a couple weeks before EGI returns to make final presentation to Council

I. Presentation and Review of Draft Water/Wastewater Project Report with the Eisenhardt Group (EGI) –

A. Tasks/Topics Addressed (Paul)
1. Brief Review of Tasks I-VI
2. Questions/Comments
- Jay mentioned there were security recommendations made by EGI but the report doesn't mention it in order to keep that information secure and private. Any Council discussion on security issues would be done in executive session to maintain privacy.
- Committee members and EGI agreed security discussions and decisions should be kept classified.
- Committee made a recommendation to hold a special executive session of Council to discuss security issues.

B. Review Approach (Jim & Ed)
1. Inputs & Assessment
- EGI conducted site visits on all facilities
- City provided tremendous amounts of documentation

- EGI conducted interviews and surveys
- Best practices being built into EGI's evaluation

2. **Analysis Tools**
   - Jim explained how EGI uses the assessment checklist, WERF/AWWA benchmarks, and surveys in their evaluations

3. **City of GP Strengths – Water & Wastewater**
   - Complimented the City's employees/staff and their exemplary efforts in regulatory compliance

C. **Address Key Findings** (Ed)

1. **Assessment Checklist**
   - Discussed green and red topics on assessment checklist
   - Cost Consciousness - Committee member brought up Affordability as the only one that fell to bottom. Jim explained it is not because of costs it is because of the community (will be addressed in more detail).
   - Briefly reviewed/discussed different asset management topics, great tool for City and Council to see future financial implications of big ticket item replacement
   - Reminded Committee of the importance of facility security

2. **Utility Management/Employee Survey** – see below

3. **EUM** (Effective Utility Management)
   - Explained how to read the graph
   - All 10 categories were rated as relatively high achievement (Employee Development was just slightly approaching lower achievement so it will be discussed in more detail)
   - Many other communities are more all over the board in the 10 categories – it is a positive picture for Grants Pass

4. **Employee Survey**
   - EGI reviewed employee survey results (28 employees surveyed)
   - Many positive comments about the level of excellence in City employees
   - Some morale issues among the Collection & Distribution staff (not all, but more than just a couple employees) – sometimes these employees can often, simply because of the nature of their jobs, feel isolated and unappreciated. There are actions to be taken to remedy that and discussions taking place to help with that.
   - Council wants all City employees to know they are appreciated but it is often challenging to get that message across and it is a fine line to walk
   - Glory often goes to managers and also C & D doesn't have a place for people to come and notice their good work, easy to be overlooked
   - City Manager Cubic shared from a leadership perspective he recognizes there are improvements that should be made in this area and that is happening – striving to get more leadership involved in the process
   - Other issues that may be contributing to any negative responses from employees:

- Space constraints for C & D – move some of them into future new facility to help build camaraderie and communications
- Suggestions: short/informal weekly meetings or bi-monthly - point being the more employees from different plants are linked the more it will help camaraderie
- A need for some vehicle replacements
- Training content and availability concerns (particularly from C & D) – current training for professional staff running plants is excellent, but the C & D employees feel they don't get enough

5. Benchmarking

- 20 benchmarks, 17 of which are AWWA
- Overall, generally very good marks on most benchmarks
- EGI briefly explained where the benchmarks come from and how the benchmark chart is constructed
- Encouraged Committee to keep in mind the data limitations related to these benchmarks
- Main benchmark to emphasize – Service Affordability (water/wastewater) – operations are efficient but when affordability is calculated using benchmarks (it is operating cost divided by median income) affordability becomes a measure of what your community's economic average median household income is. (median household income is approx $33,000 in city so there is resistance to rate increases and this creates drag – more details/chart later)
- Another benchmark to highlight – Training in Collection & Distribution – EGI encouraged adequate staffing in this division to allow employees to get the training/development they need and desire

6. Staffing

- City has very capable and well-motivated employees
- Formalization of curriculums for employees (what is expected of them to get in terms of training) will help with succession planning, making sure employees are ready to take over when others retire or move on
- Improvement areas discussed earlier that require additional resources
- Near term recommended actions:
  - 1 wastewater mechanic
  - 1 wastewater systems planner (to help plan maintenance and ensure done according to schedules, could be shared with C & D and even with water treatment)
  - Run water facility 24/7 (add 2 staff positions) – problems happen more often with the start/stop method of operation, water storage issues may prohibit this, await new plant decisions
  - C & D – master plan will define scope of work activities possibly requiring additional resources, programs (such as the uni-directional flushing program that fell away from lack of staffing) can be very helpful in maintaining quality in long-run.
- Metric used for asset/maintenance management systems is Plan vs. Reactive Maintenance – 80% of work done on Plan and about 20% on when something breaks and you have to fix it

- Treatment side currently has high percentage of work on plan, Water side is about 50/50 – problem with unplanned maintenance is similar to fighting fires, possibly not keeping up on other things, it is expensive, etc.

7. **Cost of Service & Affordability**
   - Discussed chart comparing total Operation/Management Cost vs. Service Affordability
   - Costs in Grants Pass are fairly competitive falling between the median and top quartile
   - Affordability much different in comparison with the median at 0.64%, the bottom quartile at 0.81%, and Grants Pass at 1.23% (citizens are spending 1.23% of income on water)
   - Mostly driven by the median income
   - As the critical infrastructure assets are improved the community needs to be told why these are so important in order to understand increased rates

8. **Assessment Checklist & AWWA Benchmarks –** review of above discussion

9. **Future Use of Water Plant Site** (Brian)
   - Evaluation of future uses of water plant site was conducted not only by EGI, but also by Walker-Macy and ORW Architects from Medford.
   - All parties conducted site tours and reviewed planning documents to become informed of main issues
   - Right now it is not possible to determine what will become of the site but this was an effort to frame the issues, where it is at now, where it might head – this will be an involved process that will take place over the next few years
   - Report outlines some steps the group recommends for approaching the process
   - Many different types of potential uses, there will be huge community involvement, many stakeholders, etc.
   - Main effort was in a group review workshop (charette) –
     - Discussed issues brought forward in tours and document review
     - Discussed different degrees of reuse (divide the facility and/or site, take it all down and start from scratch, reuse as much of existing buildings as possible, etc.)
     - Framing the overall development issues such as Parks/Planning, what is already happening in that part of town, etc.
     - Structural conditions of buildings is a huge issue and surprise to many, there are ways to work around it
     - Developed 25 possible ideas and/or directions for the facility, it is a wide range of uses, listed in the report
     - Discussed issues in relation to it being a historic feature of community
     - Discussed community involvement
     - Recommendation for forward progress is framed within the timeline of existing planning documents and related to timeline of new water treatment plant which is still unknown (so possibly 4-5 years from now)
   - Intake, piping hub, and overhead power lines all need to remain as is

10. **Capital Program Delivery Approach**
    - Gave brief history on this part of the evaluation
    - It is a summary of what the City's objective are (full details in report)
    - The 6 main alternative delivery approaches were all reviewed, analyzed, and summarized
    - Showed a chart which summarized and rated the 6 delivery approaches against various evaluation factors – many different characteristics between the 6 approaches
    - Based on the information the Design/Build (DB) and the Design/Build/Operate (DBO) approaches were the 2 that were recommended by EGI
    - The DB for wastewater and the DBO for water

11. **Evaluation of Procurement Alternatives – Risk Transfer, Benefits, and Control** (Paul) – see below

12. **Capital Program Delivery Approach – Cost, Risk Assignment, Control** (Paul)
    - Explained briefly how EGI and the Committee narrowed it down to DB or DBO being the recommended approaches.
    - Handouts given to Committee covering DB/DBO Cost & Performance Histories and also Risk Assignment and Guarantees
    - Some comparisons were discussed regarding cost reductions and guarantees between Conventional (Conv) approach vs. DB and then Conv vs. DBO
    - Reminder that the engineer's drawings (everything that is bid on) must be 100% complete (if not it opens the door for contractor to shirk responsibility). Unfortunately, this also increases cost and extends the schedule.
    - City decides what they want and sets the parameters then it is designed around that.
    - Need for pressure line change out in Redwood area is a separate subject.
    - Why not use a DB for a brand new water facility? – Grants Pass has talented staff, but not enough staff – the existing water facility needs to continue to operate at full capacity while the new one is being built. Would need to bring in new consulting expertise and staff for extended periods of time.
    - Discussed benefits of using a DBO for new water facility: cost, staffing, systems, guaranteed performance for design/construction, guaranteed regulatory compliance, cost/financial guarantees, etc.
    - The DBO firm/partner would be responsible for ongoing maintenance (up front establish there will be a computerized maintenance system) – Paul shared how other scenarios would look with a DBO.
    - Question from Committee about who to consult in order to make sure all important issues are covered in contract – first, write comprehensive RFP (lengthy, but not legalistic summary of whole agreement) and then replace that with the draft service agreement which legal counsel can put out. EGI is available to help with this. City wants competition from vendors, not to scare them away.
    - Discussion on recommendation of phasing and how it will be helpful in many areas such as: costs, PR, rate increases, stabilizing rates, etc.
    - Discussion about looking about the issue of expanding storage and if that can help with high demand/peak times. Storage is cheaper than treatment, but

storage has its own set of issues (i.e. water quality). Suggestion to make it part of the DBO RFP.
- Water facility site selection is critical, maximize footprint, get extra land surrounding, design work can't begin until site selection has been made.
- Not abandoning staff – structure it into the procurement, offer employment at equivalent compensation, and require the employment be for a minimum of 2 years so they receive training.

D. Recommendations

1. General Recommendations
- all 35 recommendations are listed in report in Executive Summary section

2. Critical Recommendations (Paul & Ed)
- Use DB for wastewater treatment facilities
- Use DBO for new water plant (and start the process ASAP, based on condition of current plant – it will take a minimum of 3 years to bring a new plant online)
- A couple serious "water problems" could potentially destroy tourism in Grants Pass
- Proceed with new systems and upgrades (SCADA, CMMS, LIMS, AMS) – get systems for wastewater and C&D started right away and then have DBO contractor follow the pattern for water plant.
- Optimize the size of the new water plant
- Invest in staff recruitment and retentions (goes back to the issues related to training, competitive compensation, surveys, and internal morale and communications improvement opportunities previously discussed)
- Add staffing (already discussed)
- Proceed with systems upgrades (already discussed
- Complete the update of the Emergency Preparedness Plan – it is underway, it is important especially related to security, needs to be more than just a plan, table-top exercises
- Look at pump stations and reservoirs in terms of remaining useful life (older ones should be inspected more frequently than every 5 years)
- Evaluate backup power needs
- Consider mutual aid agreements – get legal details formalized ahead of time
- Evaluate and improve security systems at plants (already discussed)

3. C & D and Topics 2-6 (Ed)
- Communications plan for the utility – infrastructure and rate increases on the horizon so story/narrative to be shared with citizens needs to be considered so things move forward as smoothly as possible
- More frequent inspections of tanks (already discussed)
- Upgrade knowledge management systems – many systems information are still on paper, not very efficient, convert to electronic information easily
- Re-emphasize safety training content and frequency – safety is a benchmark in the report, while dollar value of claims are low the number of them is relatively high, always good to reinforce safety training
- New asset management system (already discussed)
- computerized maintenance management (already discussed)

- Cross-division communication – more coordination between distribution and treatment, between collection and wastewater, as well as opportunities across wastewater and water divisions to improve communication, resource and load sharing when issues arise.
- Formalized staff meetings – goes along with improving communications
- Re-implement Uni-Directional Flushing program would help resolve some of the water quality type complaints
- Water loss – (unaccounted for water leaks), Grants Pass is rated 2nd from bottom on this benchmark, resource-wise it isn't an issue as there is plenty of water, but when trying to manage peak-day demands water loss might be a factor, look into something that can be done that is cost-effective to help manage this, continue with water loss audits
- Track AMR/AMS technology – not cost effective right now, but there are excellent systems out there
- New billing/invoice system – couple this with City's communications program, when bill arrives they get the messages City wants to emphasize about the water infrastructure needs, most people don't read newsletters, want the message as close to the moment of payment as possible

E. Next Steps

1. Proceed With New Facilities & Upgrades

- New water facility - ASAP
- Wastewater upgrades

2. Implement Critical Recommendations

- Listed in the Executive Summary
- Develop a plan and timeline and then against that implement the critical recommendations

3. Project Management

- Establish timelines
- progress reporting
- tracking systems

4. Prioritize Additional Recommendations

- Do during 2016
- Go/no-go decisions and implementation

F. Comments & Questions

1. When EGI looked at the percentage of annual income that the bill impacts, is that the entirety of the utility bill or just the water portion? – *split water and wastewater into 2 components and it is the annual total*
2. Will the new billing process have a chart or graph that shows the water usage over the year? – *yes*

II. **Approve PAVE Meeting Minutes from August 11, 2015 –**

MOTION/VOTE

The motion was made by Ken Hannum and seconded by Dennis Roler to approve the minutes from August 11, 2015. The vote was unanimous of all present. The motion passed.

III. **New Business –**

- Any comments, questions, clarifications needed on draft report to be forwarded to Jay by Friday the 9th.

IV. **Set Next Meeting Date & Agenda –**

- Unless the Committee expresses desire to have additional meetings this will be the last one.
- However, as these things begin to be implemented Council may want additional guidance or recommendations and then the Committee could reconvene.
- October 26th – presentation to Council

These minutes were prepared by contract minute taker, Becca Quimby.

GRANTS PASS PARKS ADVISORY BOARD
Meeting Minutes – October 15, 2015 at 3:30 PM
City Manager's Conference Room

Members in Attendance:
Dick Matti (Chair)
Cliff Kuhlman (Vice Chair)
Jan Battersby
Gary Still - absent
Marian Szewc
Robert Cartmell
Rick Chapman
Bill Reinert

Staff/Liaisons:
Jeff Nelson (Parks Superintendent)
Council Liaison Jim Goodwin

I. Business – Continuing:

A. Approval of Minutes: August 20, 2015 (no September meeting)

MOTION/VOTE

Board Member Cartmell moved and Board Member Kuhlman seconded to approve the minutes from the August 20, 2015 meeting as corrected. The vote resulted as follows: "AYES": Board Members Matti, Kuhlman, Battersby, Szewc, Cartmell, Chapman, and Reinert. "NAYS": None. Abstain: None. Absent: Board Member Still. The motion passed.

II. Business – New:

A. Updates (Jeff)

1. almost through with wedding season at River Vista – had 17 weddings this summer, mostly renting the full package and the house, 6 already scheduled for next year
    - Jeff will do a cost analysis report to look at revenues to see it if will off-set extra maintenance costs
    - Parks would like to ask for 25% of that revenue – what is the process?
    - Board make a recommendation via formal letter, it would get on Council workshop agenda, Chair would come to workshop and be given a few minutes
    - Staff can research the facts and figures of usage
2. Two additional cameras going in at Reinhart Park
3. Over-seeding and aerating of fields at Reinhart
4. Gates up on Pedestrian Bridge
    - Contract with local fence company
    - Special fencing (1 in. mesh, more difficult to climb)
    - 8 feet tall with 4 foot wings on each side of the rail
    - No closure schedule yet, likely during night hours, but still up for discussion
    - Current security group will handle this task as well
5. Light recently installed at Tussing and camera soon to follow by new restroom
6. Seat walls up by newer restrooms by Parks shop at Riverside are being removed (people causing problems with them)

7. Installed power for camera going into middle of Riverside Park
8. Sunday is annual Fall Tree Walk at Riverside
9. There are open positions for Tree Advisory Committee – meets once per month
10. Morrison block dugouts have been removed (having problems with people using them inappropriately), blocks removed, poles up, will be chain-link fencing for dugouts.
11. Tennis courts renovated at Gilbert Creek, GP Tennis Association applied for $8K grant and received that, total project was $21K
12. City water for irrigation at Sports Park?
    - Jeff met with Public Works for locations and has a location
    - next step is to meet with Ewing to see if they'll do a free design
    - goal is to tie into existing main line, unfortunately all old pump equipment is too far away from City main
    - will continue to fill pond with river water
    - Jeff wants to be able to continue to utilize river water as a backup
13. Update on Riverside Park grant – no new information

B. Goal Setting –

1. Discussion about Allen Creek Sports Complex and where that project is at
2. Dick asked Board to come to November meeting with 2-5 ideas for goals
3. Jeff distributed copy of Desired Parks System page from Parks master plan for Board to look at while thinking about goals. It lists parks and recommended capital improvements (some are completed – Jeff went over those)
4. Also consider vacant park properties – Hillcrest and Overland

C. Strategic Plan –

1. Dick asked Board to review 20 year plan – it is online
2. decide if it is still an appropriate document – make long-term modifications if necessary

MOTION/VOTE

Board Member Battersby moved and Board Member Kuhlman seconded to recommend moving forward with the process of applying a percentage (25-50%) of the rental income from the house at River Vista to the Parks Department maintenance funds initiating the process with a letter to City Council. The vote resulted as follows: "AYES": Board Members Matti, Kuhlman, Battersby, Szewc, Cartmell, Chapman, and Reinert. "NAYS": None. Abstain: None. Absent: Board Member Still. The motion passed.

III. Next meeting: November 19, 2015 at 3:30 PM in the City Manager's Conference Room

Meeting adjourned by Chair Dick Matti

These minutes were prepared by contracted minute taker, Becca Quimby.