

CITY OF GRANTS PASS
 COUNCIL AGENDA
 February 15, 2017
 6 p.m. City Council Meeting
 Council Chambers - 101 N.W. "A" Street



MAYOR: Darin Fowler

CITY COUNCIL MEMBERS:

<i>Ward 1</i>	<i>Ward 2</i>	<i>Ward 3</i>	<i>Ward 4</i>
Roy Lindsay Tyler Flaming	Valerie Lovelace Rick Riker	Dennis Roler Jason Sharp	Jason Anderson Barry Eames

Invocation

Flag Salute

Roll Call

Swear-in Police Officer William Taylor

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. The intent is to provide information that is pertinent to 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.

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
 - a. Motion accepting the Program Year 2015 Community Development Block Grant annual report. **Pgs. 1-18**
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 authorizing the City Manager to purchase a replacement lift truck for the Water Restoration Plant. **Pgs. 19-34**

- b. Resolution authorizing the City Manager to execute task order 07 with Keller Associates, Inc. for Storm Water Management Manual development. **Pgs. 35-42**
- c. Resolution authorizing the City Manager to enter into a contract for the Bellevue/Prospect/Lynwood Small Main Replacement; Project No. WA6253. **Pgs. 43-48**
- d. Resolution amending the procedures for conduct of business, Section 7 Order of Business. **Pgs. 49-56**
- e. * Resolution authorizing the City Manager to enter into a contract with Pacific Habitat Services, Inc. for wetlands & riparian planning services. **Pgs. 57-76**
- f. Motion acknowledging the receipt of the monthly and quarterly financial reports for quarter ended December 2016. **Pgs. 77-130**
- g. Motion approving the minutes of the City Council meeting of February 1, 2017. **Pgs. 131-134**
- h. Motion acknowledging the minutes of the Urban Area Planning Commission meeting of December 14, 2016. **Pgs. 135-138**
- i. Motion acknowledging the minutes of the Committee on Public Art meeting of January 17, 2017. **Pgs. 139-140**
- j. Motion acknowledging the minutes of the Bikeways and Walkways Committee meeting of December 13, 2016. **Pgs. 141-144**
- k. Motion acknowledging the minutes of the Allen Creek Sports Park Task Force meeting of June 7, 2016. **Pgs. 145-146**

4. COUNCIL ACTION

- a. Ordinance amending Municipal Code Chapter 11- Marijuana Businesses, Section 11.01.500 Buffers. **Pgs. 147-152**
- b. Resolution authorizing the City Manager to reimburse Southern Oregon Restoration for oversizing the sanitary sewer line in Midland Avenue. **Pgs. 153-164**
- c. Resolution authorizing a purchase agreement for real property. **Pgs. 165-167**

5. APPOINTMENTS

- a. Appoint one Council member to the PAVE Committee.

6. MATTERS FROM MAYOR, COUNCIL AND STAFF

- a. Review Mayor/Council emails. None.
- b. Committee Liaison reports.
- c. Committee Motions. None.

7. 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

8. 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.

Motion accepting the Program Year 2015
Community Development Block Grant annual
Item: report.

Date: February 15, 2017

SUBJECT AND SUMMARY:

This action acknowledges the Program Year 2015 Community Development Block Grant (CDBG) program Comprehensive Annual and Performance Evaluation Report (CAPER).

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goal of LEADERSHIP by complying with grant requirements.

CALL TO ACTION SCHEDULE:

Call to action schedule: February 15, 2017.

BACKGROUND:

The City is a direct recipient of CDBG funding from the United States Department of Housing and Urban Development. CDBG program regulations require that the City annually assess our local program's accomplishments and describe any obstacles encountered that prevented us from achieving the goals identified in the annual action plan. This annual assessment, known as a CAPER, is compiled through community outreach, activity reports from the City's program partners, and data collection from the CDBG online reporting program.

The over-arching goal of the CDBG program is to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, especially for low- and moderate-income persons. At least 70% of the City's CDBG expenditures must be for activities that directly benefit members of our community that are considered to be low- to moderate-income. The CDBG program provides HUD funds directly to the City that can be utilized to implement projects that achieve one of the CDBG national objectives: benefit low- and moderate-income persons; prevent/eliminate blight; or meet other urgent community needs that pose serious and immediate threat to health, safety or welfare. As part of the CDBG program development process, the City is required to collaborate with local stakeholders and community members to prepare a five-year strategic plan that identifies and prioritizes community development needs, and establishes goals and objectives to meet identified needs. Each year, the City, with extensive public participation, allocates CDBG funds to help achieve strategic goals and meet community needs.

ITEM: 2.a. MOTION ACCEPTING THE PROGRAM YEAR 2015 COMMUNITY
DEVELOPMENT BLOCK GRANT ANNUAL REPORT.

Staff Report (continued):

Just over \$275,000 in CDBG funds were made available to the City for Program Year 2015 activities. Since Program Year 2015 was the City's first attempt at working with the CDBG program, it was decided that it would be prudent for the City to offer a limited amount of funds and slowly roll out activities. To that end, \$160,250 in CDBG funds was allocated for activities ranging from program implementation to emergency housing assistance. Of funds allocated, the City expended \$84,610 to administer the program and deliver services.

Program Year 2015 was scheduled to begin on October 1, 2015 and conclude on September 30, 2016. Due to delays in the grant agreement process, program activities did not begin until May 2016. Despite these initial delays, the City and our partners, who deliver programmatic activities, made significant advances in achieving identified goals for the year. In addition to completing required CDBG-related planning activities, CDBG funds provided the following beneficial outcomes:

1. Fifty people in five households were saved from eviction or the loss of utility services.
2. Energy-saving weatherization improvements for two Grants Pass homeowners.
3. Rogue Community College provided microenterprise education classes to 16 Grants Pass residents.
4. The Boys and Girls Club was able to provide after-school programming to 263 Grants Pass youth.

Detailed data on program expenditures, program year goals, and program year achievements are contained in the attached CAPER.

During the CAPER process, the City followed its established Citizen Participation Plan (CPP). The CPP requires extensive community input opportunities, a 15-day public comment period on the draft CAPER, and a final public hearing and acknowledgement by the Council. No written or oral comments were received by staff during the public input session or public comment period. Upon acknowledgement by Council, staff will submit the CAPER to HUD for their review and approval.

COST IMPLICATION:

None.

ALTERNATIVES:

Council is required to hold a final public hearing and acknowledge the CAPER.

RECOMMENDED ACTION:

Staff recommends the Council open a public hearing to receive any final comments on the draft CAPER and, at the conclusion of the hearing, accept the Program Year 2015 CAPER.

POTENTIAL MOTION:

I move to accept the draft CAPER and authorize its submittal to HUD.



CITY OF GRANTS PASS

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

COMPREHENSIVE ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

**Draft for City Council Review and Comment
February 15, 2017**

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

The City of Grants Pass is an entitlement jurisdiction that receives an annual allocation of Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (HUD). As a recipient of CDBG funds, the City is required to prepare a five-year strategic plan that identifies and prioritizes community needs and establishes goals and objectives to meet those needs. This five-year plan is called the Consolidated Plan. Each year activities are funded to help meet community needs. Those activities are presented in the Annual Action Plan.

Each year the City is also required to provide the public and HUD with an assessment of its accomplishments towards meeting the goals and objectives identified in the Consolidated Plan. The report produced is called the Consolidated Annual Performance Evaluation and Report (CAPER). The CAPER evaluates achievements made by the City of the one-year goals identified in the Annual Action Plan.

The Program Year 2015 Annual Action Plan was the first developed under the City's new CDBG program and the first year of activities implemented under the 2015-2016 Action Plan. HUD allocated \$275,061 in CDBG funding for activities during PY 2015, which was scheduled to begin on October 1, 2015. City staff and its grant recipients, who implement many of the activities listed in the Action Plan, encountered some difficulties drafting the grant recipient agreements; as such, most of the program year's activities did not actually begin until May, 2016. The program year ended on September 30, 2016.

Because of the delay in implementing the activities, this year's CAPER reflects, in some areas, a diminished amount of progress towards achieving the goals and objectives set forth in the Program Year 2015 Annual Action Plan. Other activities met or exceeded initial expectations and it is anticipated that the City and its grant recipients will revise target numbers now that better information is available. It is expected that any activities outstanding from PY 2015 will be completed during PY 2016. Accomplishments are shown in Table 1, below.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	PY 2015 Source / Amount	Indicator	Unit of Measure	Expected 2015-2019 Outcome	Actual 2015-2019 Outcome	Five Year Percent Complete	Expected 2015 Program Year	Actual 2015 Program Year	2015 Program Year Percent Complete
1. Complete Analysis Barriers to Affordable Housing	Affordable Housing	CDBG: \$22,500	Other	Other	1	1	100%	1	1	100%
2. Complete Analysis of Impediments to Fair Housing	Fair Housing	CDBG: \$22,500	Other	Other	1	1	100%	1	1	100%
3. Emergency Housing Assistance	Homeless	CDBG: \$15,250	Homelessness Prevention	Persons Assisted	25	50	200%	5	50	1,000%
4. Homeowner Weatherization and Energy Efficiency	Affordable Housing	CDBG: \$40,000	Homeowner Housing Rehabilitated	Housing Units	44	2	4.6%	8	2	25%
5. Microenterprise education assistance	Non-Housing Community Development	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	135	16	11.9%	15	16	106.7%
6. Teen Training Services	Non-Housing Community Development	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	75	263	350.7%	15	263	1,753.3%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

PY 2015

City of Grants Pass CAPER
February 15, 2017 Edition

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City of Grants Pass has allocated funding to address the Consolidated Plan priorities and objectives in the PY 2015-2016 Action Plan as listed below.

1. Complete Analysis of Barriers to Affordable Housing: The Consolidated Plan identified this activity as a high priority/statutory requirement as a recipient of funds from HUD. The City had previously assessed affordable housing needs during recent amendments to the City’s Comprehensive Plan. HUD was presented with the City’s findings from that amendment and acknowledged that the City had met its obligations for this activity.
2. Complete Analysis of Impediments to Fair Housing: The Consolidated Plan identified this activity as a high priority/statutory requirement as recipient of funds from HUD. The City engaged a qualified consulting firm to conduct community outreach and research into the fair housing needs of our community. This activity culminated in the adoption of a new Analysis of Impediments to Fair Housing Choice and associated action plan.
3. Emergency Housing Assistance: The Consolidated Plan identified the need to provide short-term financial assistance to those at risk of homelessness or the loss of utility services as a high priority to the community. The City partnered with the United Community Action Network to implement this program via UCAN’s existing assistance network. It was estimated that the funds allocated to this activity would provide 5 individuals with short-term assistance; ultimately, the activity assisted 50 individuals in 15 households during the program year.
4. Homeowner Weatherization and Energy Efficiency: The Consolidated Plan identified the need to improve housing affordability, specifically through strategic weatherization upgrades aimed at reducing on-going utility bills, as a high priority. The City partnered with UCAN to implement this program, as this organization currently manages a weatherization program in connection with local utility providers and the Department of Energy. Implementation took longer than expected due to uncertainty in program requirements and required Federal contract clauses. Once implemented, UCAN was able to provide cost-saving improvements to two owner-occupied homes during the program year.
5. Microenterprise Education Assistance: The Consolidated Plan identified the provision of microenterprise education assistance as a high priority to the community. To meet this goal, the City partnered with the Small Business Development Center at Rogue Community College, with whom the City has worked on several similar projects in the past. Despite delays in implementing the program, the SBDC was able to surpass its estimated goal of 15 individuals assisted during the program year. The program provides a tuition waiver, funded by the City’s CDBG program, to qualified LMI residents of Grants Pass.
6. Teen Training Services: The Consolidated Plan identified the need to provide targeted assistance to LMI youth in the community that will foster economic opportunities for their future. The City partnered with the Boys and Girls Club of the Rogue Valley to provide tuition assistance to qualified LMI youth interested in participating in the Club’s

programming, which includes the recent addition of the Be Great by 8 initiative. The Club was able to provide assistance to 263 youth during the program year, far exceeding their goal of 15 youth assisted with CDBG funds.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

White	315
Black or African American	4
Asian	3
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	1
Total	324
Hispanic	29
Not Hispanic	295

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

During the 2015 program year, the City's CDBG program served 324 Grants Pass residents through its public services, housing rehabilitation, and economic development activities. Of those assisted, 97% self-identified racially as white. Ethnically, 9% of residents served identified themselves of Hispanic/Latino origin.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Public, Federal	\$275,061	\$74,610

Table 3 – Resources Made Available

Narrative

The City received an allocation of \$275,061 in program m year 2015 CDBG funds from HUD. CDBG expenditures through September 30, 2016 are reflected in Table 3, above.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Target area

Table 4 – Identify the geographic distribution and location of investments

Narrative

All CDBG funds allocated to the City are planned to be dedicated to activities that take place citywide. To achieve this, the City utilizes a low-moderate limited clientele process.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The CDBG program has no requirement for a local match. That fact notwithstanding, recipients of CDBG funds from the City frequently use other resources to augment and expand programming. For example:

- The Boys and Girls Club of the Rogue Valley leveraged a total of \$33,596.90 in grant funding obtained from the Oregon Youth Development Council to assist in funding necessary for staff, supplies, and incentives for the Be Great by 8 program for middle school teens. An uncalculated amount of assistance was obtained from community volunteers and local businesses that hosted tours for the Club's activities.
- The City provided local funds to complete the require Analysis of Barriers to Affordable Housing as part of its Comprehensive Plan updates. The CDBG funds budgeted for that activity were disbursed to other eligible activities.
- UCAN provided an additional \$2,000 in program staff and administration costs to implement the Homeowner Weatherization program.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
Total	0	0

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0*	15
Total	0*	15

***The City's PY 2015 Action Plan goals for this activity are measured in individuals, not households.**

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City's Program Year 2015 Action Plan did not anticipate the provision of providing additional affordable housing units in the community, which is reflected in Table 5, above. The City did anticipate providing resources to those at risk of becoming homeless through the Emergency Housing Assistance program administered by UCAN. However, that program is measured in individuals, not households, which is why the year-one goal listed in Table 6, above, is zero. UCAN tracked the actual number of households assisted, in addition to individuals assisted, which is the source of the information listed in the 'actual' column in Table 6.

Not reflected in the above tables is the Homeowner Weatherization project, also administered by UCAN. That endeavor provided cost-saving energy improvements to two Grants Pass households during the program year.

Discuss how these outcomes will impact future annual action plans.

This year's outcomes do not have a direct impact on future annual action plans. The City will begin actively working on affordable housing and housing rehab projects in the upcoming project years.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual
Extremely Low-income	124
Low-income	78
Moderate-income	74
Total	276

Table 7 – Number of Persons Served

Narrative Information

In Program Year 2015, the City's CDBG program served 329 persons with new or expanded access to non-housing community services. Of those, 276 (84%) qualified as extremely low-, low-, or moderate-income persons. Additionally, the City assisted with weatherization upgrades to two owner-occupied housing units during the program year. These two households had a total of 5 residents, all of whom were extremely low- and low-income.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

As described in the Consolidated Plan, the City has been working with local Continuums of Care to reach the local homeless population during Program Year 2015. In May, representatives from the City met with local action groups for the 2016 Josephine County Housing Summit to discuss the needs for and future of affordable housing in Grants Pass. The City has also been directly working with UCAN, the local Community Action Agency that works directly with homeless persons in the community, to prevent homelessness resulting from eviction.

Addressing the emergency shelter and transitional housing needs of homeless persons

No activities in the Program Year 2015 Action Plan address the emergency shelter and transitional housing needs of local homeless persons. The Consolidated Plan identified additional shelter space to address this need; as such, the City has included activities in its Program Year 2016 Action Plan to begin work with local organizations on this issue.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Consolidated Plan identifies the prevention of homelessness as a high priority to the community and dedicates CDBG funding to local agencies that provide emergency housing assistance to those at risk of becoming homeless. To that end, the City partnered with UCAN during Program Year 2015 to provide emergency housing assistance to households at immediate risk of eviction or the disconnection of utilities due to financial emergencies. UCAN was able to provide assistance to 15 households and prevent the eviction or termination of utility services for 50 individuals during the Program Year.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living,

including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Consolidated Plan identifies the need for transitional housing as a high priority. No resources were dedicated during PY 2015 to address this need; however, the City has identified resources in Program Year 2016 to begin tackling this issue.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

There is no public housing in Grants Pass and no activities associated with public housing are included within the Consolidated Plan.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

None. Not applicable.

Actions taken to provide assistance to troubled PHAs

None. Not applicable.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City's land use policies support affordable housing, including provisions for a wide array of housing types to meet diverse housing needs. The City allocated CDBG resources to conduct an Analysis of Barriers to Affordable Housing during Program Year 2015; however, it was determined that the City's recent Comprehensive Plan updates and zoning ordinance amendments met or exceeded HUD's parameters for this activity. HUD accepted the City's findings and no CDBG funds were spent on this activity. Despite this, the City is always pursuing avenues to provide incentives for the construction of additional affordable housing units.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

As described in the Program Year 2015 Action Plan, the City worked with local agencies, including UCAN, the Boys and Girls Club, and the local Small Business Development Center to address obstacles to meeting the needs of underserved residents of Grants Pass. The City expended its reach during the Program Year while developing its priority activities for the upcoming 2016 Action Plan.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The majority of activities undertaken as part of the City's CDBG program for PY 2015 did not have an impact on lead-based paint exposure. However, the City does provide information on lead-based paint in the Community Development office at City Hall.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

During the 2015 Program Year, the City of Grants Pass took the following actions to reduce the number of poverty-level families:

- Provided CDBG funds to UCAN that improved the energy efficiency of two owner-occupied residences;
- Provided CDBG funds to UCAN that assisted 15 households with emergency housing assistance to avoid eviction or the disconnection of utilities due to short-term financial emergencies.
- Partnered with the local Small Business Development Center to provide tuition waivers for 16 LMI individuals that expanded access to vital microenterprise business training opportunities.
- Partnered with the Boys and Girls Club of the Rogue Valley to provide free access to

their new Be Great by 8 youth training program. CDBG funds provided by the City allowed the Club's programming to reach 263 youth from LMI families.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Program Year 2015 Action Plan included the following activities aimed to develop and improve institutional structures:

- City staff participated in several webinars and other online trainings provided by HUD necessary to implement and develop CDBG programming.
- City staff kept local elected officials apprised of CDBG program activities throughout the Program Year.
- City staff continued collaboration with local stakeholders and advocacy groups during the Program Year.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City has established relationships with local housing and social service agencies that were maintained during the Program Year. Specifically, the City undertook the following actions:

- Attended the 2016 Josephine County Housing Summit to network and brainstorm with local advocacy groups on the goal of expanding the availability of affordable housing units.
- Attended monthly meetings of the Josephine County Housing and Community Development Council, the PHA that serves the needs of community members with its Section 8, VASH, and other HUD-based housing assistance programs.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

One priority activity identified during the Consolidated Planning process was to address the City's lack of a current analysis of impediments to fair housing choice. During the 2015 Program Year, the City engaged a qualified consultant to assist in data collection, public outreach and involvement, analysis, and recommendations to overcome institutional barriers to fair housing choice. The City Council reviewed the final product and approved its adoption and implementation.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City, with input from HUD, developed a CDBG grant recipient agreement in accordance with applicable federal requirements. This agreement structure sets up the programmatic requirements and delivery expectations of the City's block grant program. The City and its recipients established a quarterly reporting and reimbursement process that will allow City program managers early opportunities to work with grant recipients should programmatic issues occur. The City is currently working to develop a monitoring checklist for each type of CDBG-funded activity that will ensure long-term compliance with requirements of the program.

No minority-owned businesses were identified in the 2015 Program Year. Recipient agreements require good-faith efforts to provide minority and women-owned businesses an opportunity to participate in the performance of the contract.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City published a notice in the *Grants Pass Daily Courier* on December 15, 2016, which advertised a public meeting scheduled on December 28, 2016 for the purpose of soliciting input from the general public and CDBG stakeholders on the City's CDBG program. The same notice was posted on the City's website and public notice display board, and also emailed directly to agencies and interested parties. There were no attendees and no written comments were received.

Notice announcing the public comment period of the draft CAPER was published on January 12, 2017 for the comment period beginning on January 19. The draft CAPER was made available for review in print at the Grants Pass Public Library and Grants Pas City Hall, and electronically on the City's website. No comments were received.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

Reasonable delays in the implementation of project activities was to be expected during Program Year 2015, which was the first program year of the City’s new CDBG program. The City worked diligently to develop necessary procedures, materials, and reports for the program. In the upcoming years, the City expects that implementation of activities identified in the Annual Action Plan will be more efficient and effective.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable.

Resolution authorizing the City Manager to
purchase a replacement lift truck for the
Item: Water Restoration Plant.

Date: February 15, 2017

SUBJECT AND SUMMARY:

Consider a resolution authorizing the City Manager to purchase a replacement lift truck for the Water Restoration Plant.

RELATIONSHIP TO COUNCIL GOALS:

This supports the Council's goal of maintain, operate and expand our **INFRASTRUCTURE** to meet community needs by operating, maintaining and, as necessary, replacing our Public Works equipment in a fiscally-sound, efficient, and regulatory-compliant manner.

CALL TO ACTION SCHEDULE:

The lift truck at the Water Restoration Plant is currently inoperable. The cost of a rental is \$2,500 per month. Call to action schedule: February 15, 2017.

BACKGROUND:

A used 1998 Eagle Picher Model 80 lift truck was purchased for the Water Restoration Plant in 2005 for \$20,358. The lift truck is required daily at the water restoration plant and is currently out of service.

Between 2008 and 2017 repairs on the lift truck (less normal maintenance) have been \$20,949.49; this is excluding rental fees paid while the lift truck was out of service for repairs. The current estimate to return the lift truck to service is \$20,780.17.

Fleet staff evaluated several replacement options ranging in purchase price of \$39,500 to \$140,000.

The Toyota Model 8FD70U, with a purchase price of \$58,079, from Toyota Lift Northwest is the best value for the Water Restoration Plant. Delivery of the lift is anticipated May 1, 2017.

COST IMPLICATION:

Revenue Source: \$21,816 has currently accumulated in the equipment replacement fund for WRP Lift Truck 98FL6-1 the balance will be funded through the Equipment Replacement Fund at a purchase price of \$58,079.

ITEM: 3.a. RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE A REPLACEMENT LIFT TRUCK FOR THE WATER RESTORATION PLANT.

Staff Report (continued):

ALTERNATIVES:

1. Council can approve the resolution authorizing the City Manager to purchase a replacement lift truck from Toyota Lift Northwest;
 2. Council could decide not to approve the resolution and direct staff to look for other alternative replacement options; or
 3. Council could decide not to approve the purchase of a replacement lift truck.
-

RECOMMENDED ACTION:

It is recommended that Council approve the resolution authorizing the City Manager to purchase a replacement lift truck for the Water Restoration Plant.

POTENTIAL MOTION:

I move to adopt the resolution authorizing the City Manager to purchase a replacement lift truck for the Water Restoration Plant.

RESOLUTION NO.

**A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS
AUTHORIZING THE CITY MANAGER TO PURCHASE A REPLACEMENT LIFT
TRUCK FOR THE WATER RESTORATION PLANT.**

WHEREAS:

1. The 1998 Eagle Picher Model 80 lift truck used at the Water Restoration Plant is out of service; and
2. The cost of repairs exceeds the value of the lift truck; and
3. The rental costs for a comparable lift truck exceed \$2,500 per month; and
4. Several lift truck replacement options, both used and new, were evaluated ranging in purchase price of \$39,500 to \$140,000; and
5. The Toyota Model 8FD70U, with a purchase price of \$58,079, from Toyota Lift Northwest is the best value for the Water Restoration Plant; and
6. The City of Grants Pass has sufficient funds for the lift truck purchase within the Equipment Replacement Fund.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City Manager is authorized to purchase a replacement lift truck for the Water Restoration Plant, at a purchase price of \$58,079.

EFFECTIVE DATE of this Resolution shall be immediate upon the 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 15th day of February 2017.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of February 2017.

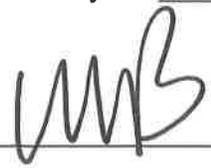
Darin Fowler, Mayor

ATTEST:

Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to form Mark Bartholomew, City Attorney _____



Water Restoration Forklift Replacement

Jason, after researching multiple options I recommend the City of Grants Pass purchase a Toyota Forklift Model 8FD70U from Toyota Lift Northwest for \$58,079.00. This lift truck would replace 98FL6-1, our 1998 Eagle Picher Model 80 that was purchased by the city used in 2005 for \$20,358. 98FL6-1 is out of service and we have an estimate of \$20,780.17 to repair. As the cost of repairs exceeds the value of the lift, we looked into replacement options as follows:

Option #1 Purchase Toyota Model 8FD70U @ \$58,079.00 from Toyota Lift Northwest.

Option #2 Purchase Hyster H155FT @ \$76,498.00 from Pape' Material Handling.

Option #3 Purchase Hyster H155FT @ \$79,573.50 using ORPIN account #KG0010.

Option #4 Purchase LPG powered Hyster H155FT @ \$71,876.00 from Pape' Material Handling.

Option #5 Purchase Cat DP70N @ \$86,645.48 from Forklift Services of Oregon.

Option #6 Purchase used 2010 Hyster H155FT @ \$39,500.00.

Note: I looked at this lift and saw the following problems:

1. 5500 hours on the meter would indicate this lift would need hydraulic and coolant hose replacement in the near future.
2. The lift didn't have the side shift fork option that will help reduce the possibility of injury.
3. The lift was propane powered instead of diesel.
4. Unable to view maintenance log, so hard to predict the reliability.

Option #7 Purchase Taylor THD-160 - This really isn't an option as the base model starts @ \$140,000.00.

Items to Note:

- Pape' Material Handling and Toyota Lift Northwest have local (Medford) support.
- Looking at the current condition of our lift, it appears it operated without an hour meter for a length of time. The meter shows 3118 hours but the machine shows signs of more actual running time.
- Total repair costs less normal maintenance since 2008 have been \$20,949.49.
- Toyota Lift Northwest could rent us a lift for \$1,625/month compared to \$2,500/month we are currently paying.
- If we choose to go with the Toyota we would want to ask for a delivery date. If we didn't take delivery by the agreed date, we would want free rental from that day on.
- Toyota Lift of Northwest predicts a lift could be delivered to our plant by May 1st. Pape' had the same timeframe on new lift trucks.
- Using the 812 replacement worksheet, our old lift, 98FL6-1, has approximately \$22,000.00 set aside. Our thoughts are to combine that amount with partial funds from 94T6-1 that has approximately \$180,000.00.

Grant Cory
Fleet Superintendent

LARGE IC PNEUMATIC



13500 - 17500 LBS.

SPECIFICATIONS



8FGU60-80 | 8FDU60-80



INTERNAL COMBUSTION ENGINE PNEUMATIC TIRE

ToyotaForklift.com

LARGE IC PNEUMATIC

CAPACITY
13500 - 17500 LBS.

MAXIMUM FORK HEIGHT
239 IN.

LOAD CENTER
24 IN.

INDUSTRIES



Distribution



Factory



General
Manufacturing



General
Warehousing



Lumber



Paper



Retail

STANDARD FEATURES

DURABILITY

- Control Area Network (CAN-bus) communication
- Fully stamped steel side panels
- Full-floating front axle
- Moisture-resistant electric connectors
- High cooling capacity radiator
- Tilt cylinder boots
- Low-maintenance battery
- Large-capacity engine-cooling fan
- 8" cyclone air cleaner
- Plate-iron front fenders
- Anti-restart ignition key switch
- Stamped steel engine hood
- Radiator screen
- External hydraulic oil cooler

SAFETY

- System of Active Stability™ (SAS)
- Operator Presence Sensing System (OPSS)
- Bolt-on overhead guard
- Key lowering interlock
- Electric horn
- Neutral start safety switch
- Asbestos-free components
- Orange forks

PERFORMANCE

- EPA/CARB-certified engine
- Toyota 4-cylinder, 3.7 liter, OHV gasoline engine (1FS)
- Toyota 4-cylinder, 3.0 liter, DOHC Tier 4 Final (Diesel Oxidation Catalyst) diesel engine (1KD)
- Electronic fuel injection (gasoline only)
- Distributorless Ignition system (1FS)
- UL "G" gasoline engine
- UL "D" diesel engine
- Automatic fork leveling feature
- Integrated monitoring system - includes:
 - Digital hour meter display
 - Engine coolant temperature gauge
 - Fuel gauge (except LPG-only models)
 - Check engine light
 - Sedimentor warning light (diesel only)
 - Glow indicator light (diesel only)
 - Engine oil pressure warning light
 - Battery charge warning light
 - OPSS activation light
- Limited free-lift 2-stage mast (V)
- Adjustable headlights with guards
- Double-action parking brake (hand)
- Alternator with built-in regulator
 - Gas model = 60A
 - Diesel model = 80A
- Automatic transmission with oil cooler
- Full-floating powertrain
- Hydraulic valve lifters
- Integrated headlight & turn signal lever
- Electric shift control
- Speed control (technician programmable)
- Engine protection system

ERGONOMICS

- Dash-mounted instrument display
- 11.8"-dia., two-spoke steering wheel
- Load-sensing power steering
- Cowl-mounted hydraulic control levers with rubber boot covers
- 12"-long dual operator assist grips
- Low, wide entry steps
- Dash-integrated amenity tray & oversized cup holder
- Vinyl 4-way adjustable full-suspension seat
- Non-cinching seatbelt

SERVICEABILITY

- Easy-access no tools required floorboard
- Engine hood assist damper with lock device
- Air cleaner discharge valve
- Easy-lift engine hood with wide 75° opening
- Easy access to common service items, such as filters & dipsticks

TRUCK SPECIFICATIONS

MODEL NUMBERS

GENERAL DATA				8FG60U	8FD60U	8FG70U	8FD70U
Load Capacity		lb (kg)		13500 (6000)	13500 (6000)	15500 (7000)	15500 (7000)
Power Type				Gasoline	Diesel	Gasoline	Diesel
Operator Position				Seated Rider	Seated Rider	Seated Rider	Seated Rider
Tire Type		Front / Rear		Pneumatic / Pneumatic	Pneumatic / Pneumatic	Pneumatic / Pneumatic	Pneumatic / Pneumatic
Wheels (x = driven)		Front / Rear		4x / 2	4x / 2	4x / 2	4x / 2
EXTERIOR DIMENSIONS				8FG60U	8FD60U	8FG70U	8FD70U
A Maximum Fork Height (top of forks)		In (mm)		120.5 (3060)	120.5 (3060)	120.6 (3065)	120.6 (3065)
B Free-Lift (top of forks)		In (mm)		4.9 (125)	4.9 (125)	4.9 (125)	4.9 (125)
C Fork Size (T x W x L)		In (mm)		2.4 x 6 x 48 (60 x 150 x 1220)	2.4 x 6 x 48 (60 x 150 x 1220)	2.6 x 6 x 48 (65 x 150 x 1220)	2.6 x 6 x 48 (65 x 150 x 1220)
D Fork Spread Max. / Min. (outer edge to edge)		In (mm)		66.9 / 11.8 (1700 / 300)	66.9 / 11.8 (1700 / 300)	66.9 / 11.8 (1700 / 300)	66.9 / 11.8 (1700 / 300)
E Tilt Range (forward / backward)		deg		6 / 12	6 / 12	6 / 12	6 / 12
F Length to Fork Face		In (mm)		137.4 (3480)	137.4 (3480)	139.8 (3545)	139.8 (3545)
G Overall Width		In (mm)		77.4 (1965)	77.4 (1965)	77.4 (1965)	77.4 (1965)
H Mast Lowered Height		In (mm)		98.9 (2480)	98.9 (2480)	98.9 (2480)	98.9 (2480)
I Mast Extended Height (top of load backrest)		In (mm)		174.8 (4435)	174.8 (4435)	174.8 (4435)	174.8 (4435)
J Overhead Guard Height		In (mm)		90.9 (2310)	90.9 (2310)	90.9 (2310)	90.9 (2310)
K Turning Radius (inside / outside)		In (mm)		127 (3230)	127 (3230)	129 (3280)	129 (3280)
L Load Distance ¹		In (mm)		22.8 (580)	22.8 (580)	23 (585)	23 (585)
M Basic Right-Angle Stacking Aisle Width		In (mm)		150 (3810)	150 (3810)	152 (3870)	152 (3870)
PERFORMANCE DATA				8FG60U	8FD60U	8FG70U	8FD70U
Speeds	Maximum Travel (forward / reverse)	Full Load	mph (km/h)	11.8 (19.0) / 11.8 (19.0)	11.8 (19.0) / 11.8 (19.0)	11.8 (19.0) / 11.8 (19.0)	11.8 (19.0) / 11.8 (19.0)
		No Load	mph (km/h)	13.0 (21.0) / 13.0 (21.0)	13.0 (21.0) / 13.0 (21.0)	13.0 (21.0) / 13.0 (21.0)	13.0 (21.0) / 13.0 (21.0)
	Lifting	Full Load	fpm (mm/sec)	81 (410)	81 (410)	81 (410)	81 (410)
		No Load	fpm (mm/sec)	87 (440)	87 (440)	87 (440)	87 (440)
Lowering	Full Load	fpm (mm/sec)	104 (530)	104 (530)	104 (530)	104 (530)	
	No Load	fpm (mm/sec)	94 (480)	94 (480)	94 (480)	94 (480)	
Drawbar Pull	Maximum	Full Load	lb (kg)	10350 (4700)	10350 (4700)	10350 (4700)	10350 (4700)
	No Load	lb (kg)	4700 (2130)	4730 (2150)	4480 (2030)	4520 (2050)	
Gradeability	1 mph (1.5 km/h) ¹	Full Load	%	24	24	21	21
	Maximum ¹	Full Load	%	34	34	30	30
		No Load	%	24	24	21	21
TRUCK WEIGHTS				8FG60U	8FD60U	8FG70U	8FD70U
Total Weight		lb (kg)		18480 (8370)	19590 (8430)	18910 (8030)	20040 (9080)
Weight Distribution	Full Load (front / rear)	lb (kg)		28910 (12900) / 3050 (1470)	28980 (12930) / 3110 (1500)	31880 (14300) / 3730 (1730)	31740 (14330) / 3900 (1780)
	No Load (front / rear)	lb (kg)		8270 (3750) / 10180 (4620)	8340 (3780) / 10260 (4650)	7990 (3610) / 11950 (5420)	8020 (3640) / 12020 (5450)
TIRES				8FG60U	8FD60U	8FG70U	8FD70U
Tires	Number (front / rear)			4 / 2	4 / 2	4 / 2	4 / 2
	Size	Front / Rear		8.25-15-12PR / 8.25-15-12PR	8.25-15-12PR / 8.25-15-12PR	8.25-15-14PR / 8.25-15-14PR	8.25-15-14PR / 8.25-15-14PR
Wheelbase		In (mm)		88.8 (2250)	88.8 (2250)	88.8 (2250)	88.8 (2250)
Tread Width (front / rear)		In (mm)		56.7 (1440) / 57.5 (1460)	56.7 (1440) / 57.5 (1460)	56.7 (1440) / 57.5 (1460)	56.7 (1440) / 57.5 (1460)
Underclearance (full load)	Minimum with Load	In (mm)		4.9 (125)	4.9 (125)	4.9 (125)	4.9 (125)
	Center of Wheelbase	In (mm)		9.8 (250)	9.8 (250)	9.8 (250)	9.8 (250)
Brake	Service (foot) / Parking			Hydraulic / Hand	Hydraulic / Hand	Hydraulic / Hand	Hydraulic / Hand
POWER SYSTEM				8FG60U	8FD60U	8FG70U	8FD70U
Battery (5-hour rating)		V / Ah		12 / 48	12 / 70	12 / 48	12 / 70
	Make / Model			TOYOTA 1FS	TOYOTA 1KD	TOYOTA 1FS	TOYOTA 1KD
Internal Combustion Engine	Rated Horsepower @ rpm	SAE HP (kW)		93 @ 2550 (68 @ 2550)	74 @ 2200 (55 @ 2200)	93 @ 2550 (69 @ 2550)	74 @ 2200 (55 @ 2200)
	Rated Torque @ rpm	SAE ft-lb (N-m)		200 @ 1800 (276 @ 1600)	220 @ 1200 - 1500 (300 @ 1200 - 1500)	200 @ 1800 (276 @ 1600)	220 @ 1600 (300 @ 1200 - 1500)
Transmission	Number of Cylinders			4	4	4	4
	Platen Displacement	cu In (cc)		224 (3685)	182 (2982)	224 (3685)	182 (2982)
Auxiliary Hydraulic Function Specifications (for attachments) ²	Fuel Tank Capacity	US gal (liter)		34 (130)	34 (130)	34 (130)	34 (130)
	Type			Powershift	Powershift	Powershift	Powershift
Auxiliary Hydraulic Function Specifications (for attachments) ²	Speeds (forward / reverse)			1 / 1	1 / 1	1 / 1	1 / 1
	Max. Operating Pressure	psi (kg/cm ²)		2890 (210)	2990 (210)	2880 (210)	2890 (210)
	Max. Flow Rate	gpm (lpm)		33.8 (128)	33.8 (128)	33.8 (128)	33.8 (128)

¹ Computed values

² Values taken at Hydraulic Control Valve. Does not take in to consideration losses through mast plumbing (hosing, fittings, QDs, etc.)

LARGE IC PNEUMATIC

TRUCK SPECIFICATIONS

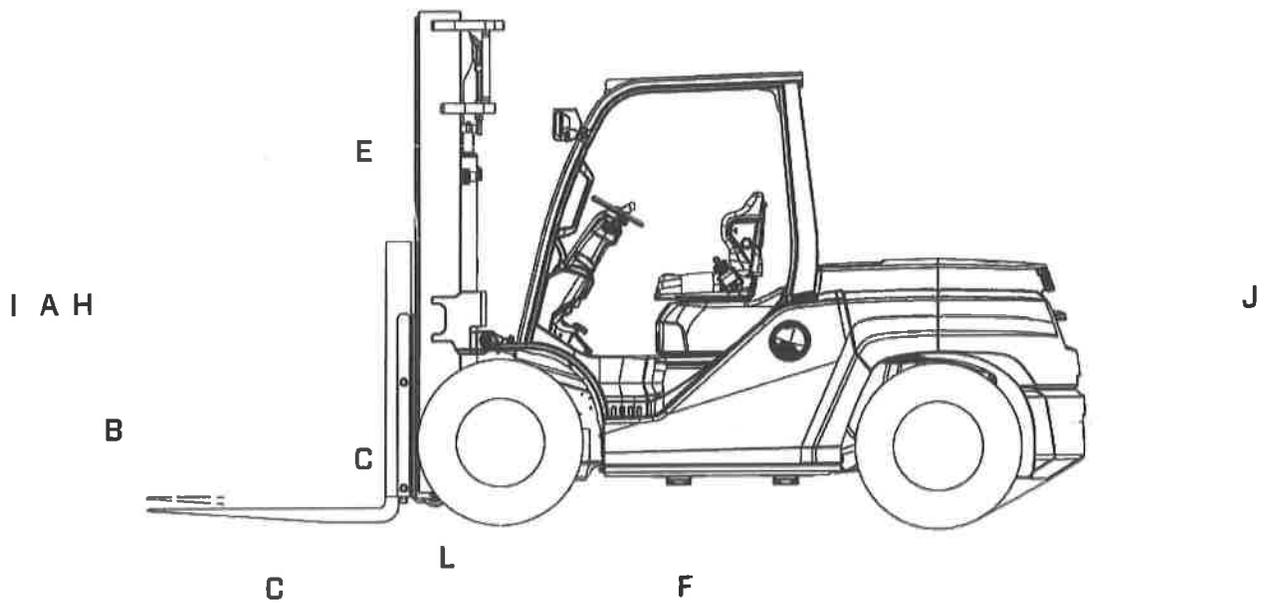
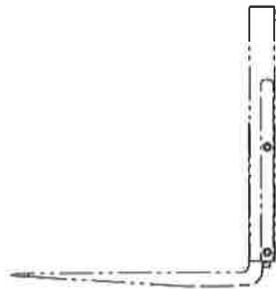
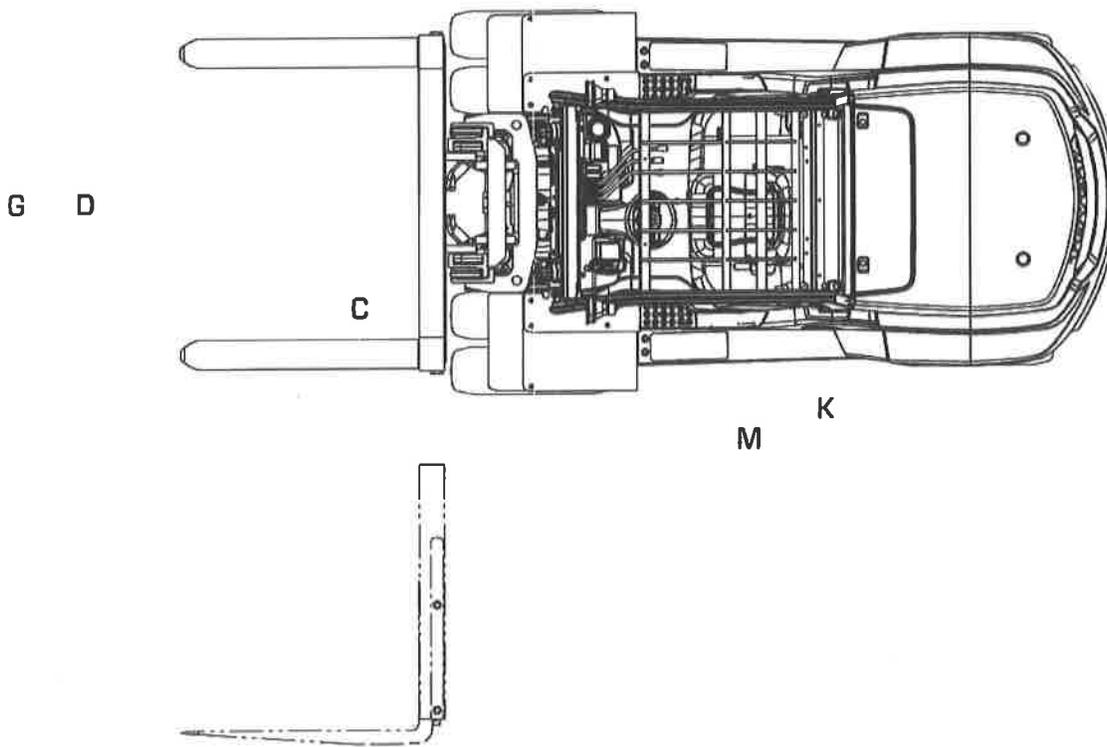
MODEL NUMBERS

GENERAL DATA				8FG80U	8FD80U
Load Capacity		lb (kg)		17500 (8000)	17500 (8000)
Power Type				Gasoline	Diesel
Operator Position				Seated Rider	Seated Rider
Tire Type	Front / Rear			Pneumatic / Pneumatic	Pneumatic / Pneumatic
Wheels (x = driven)	Front / Rear			4x / 2	4x / 2
EXTERIOR DIMENSIONS ^B				8FG80U	8FD80U
A Maximum Fork Height (top of forks)		in (mm)		120.8 (3070)	120.8 (3070)
B Free-Lift (top of forks)		in (mm)		5.1 (130)	5.1 (130)
C Fork Size (T x W x L)		in (mm)		2.8 x 6 x 48 (70 x 150 x 1220)	2.8 x 6 x 48 (70 x 150 x 1220)
D Fork Spread Max. / Min (outer edge to edge)		in (mm)		68.9 / 11.8 (1700 / 300)	68.9 / 11.8 (1700 / 300)
E Tilt Range (forward / backward)		deg		8 / 12	8 / 12
F Length to Fork Face		in (mm)		141.3 (3590)	141.3 (3590)
G Overall Width		in (mm)		77.4 (1965)	77.4 (1965)
H Mast Lowered Height		in (mm)		102.8 (2610)	102.8 (2610)
I Mast Extended Height (top of load backrest)		in (mm)		174.8 (4440)	174.8 (4440)
J Overhead Guard Height		in (mm)		90.9 (2310)	90.9 (2310)
K Turning Radius (inside / outside)		in (mm)		130.5 (3320)	130.5 (3320)
L Load Distance ¹		in (mm)		23.2 (590)	23.2 (590)
M Basic Right-Angle Stacking Alele Width		in (mm)		154 (3910)	154 (3910)
PERFORMANCE DATA				8FG80U	8FD80U
Speeds	Maximum Travel (forward / reverse)	Full Load	mph (km/h)	11.8 (19.0) / 11.8 (19.0)	11.8 (19.0) / 11.8 (19.0)
		No Load	mph (km/h)	13.0 (21.0) / 13.0 (21.0)	13.0 (21.0) / 13.0 (21.0)
	Lifting	Full Load	fpm (mm/sec)	81 (410)	73 (370)
		No Load	fpm (mm/sec)	87 (440)	87 (440)
Lowering	Full Load	fpm (mm/sec)	104 (530)	104 (530)	
	No Load	fpm (mm/sec)	94 (480)	94 (480)	
Drawbar Pull	Maximum	Full Load	lb (kg)	10150 (4600)	10150 (4600)
		No Load	lb (kg)	4440 (2010)	4480 (2030)
	1 mph (1.5 km/h) ¹	Full Load	%	17	18
Gradeability	Maximum ¹	Full Load	%	28	28
		No Load	%	19	19
TRUCK WEIGHTS				8FG80U	8FD80U
Total Weight		lb (kg)		21790 (9880)	21820 (9840)
Weight Distribution	Full Load (front / rear)	lb (kg)		34780 (15830) / 4530 (2050)	34830 (15880) / 4580 (2080)
	No Load (front / rear)	lb (kg)		7840 (3600) / 13650 (6280)	8010 (3630) / 13910 (6310)
TIRES				8FG80U	8FD80U
Tires	Number (front / rear)			4 / 2	4 / 2
	Size	Front		8.25-15-14PR	8.25-15-14PR
Rear			8.25-15-14PR	8.25-15-14PR	
Wheelbase		in (mm)		88.6 (2250)	88.6 (2250)
Tread Width (front / rear)		in (mm)		56.7 (1440) / 57.5 (1460)	56.7 (1440) / 57.5 (1460)
Underclearance (full load)	Minimum with Load	in (mm)		4.9 (125)	4.9 (125)
	Center of Wheelbase	in (mm)		9.8 (250)	9.8 (250)
Brake	Service (foot) / Parking			Hydraulic / Hand	Hydraulic / Hand
POWER SYSTEM				8FG80U	8FD80U
Battery (5-hour rating)	V / Ah			12 / 48	12 / 70
	Make / Model			TOYOTA 1FS	TOYOTA 1KD
Internal Combustion Engine	Rated Horsepower @ rpm	SAE HP		93 @ 2550	74 @ 2200
		(kW)		(68 @ 2550)	(55 @ 2200)
	Rated Torque @ rpm	SAE ft-lb (N-m)		200 @ 1600	220 @ 1200 - 1500
				(276 @ 1600)	(300 @ 1200 - 1500)
Transmission	Number of Cylinders			4	4
	Piston Displacement	cu in (cc)		224 (3685)	182 (2982)
Auxiliary Hydraulic Function Specifications (for attachments) ²	Fuel Tank Capacity	US gal (liter)		34 (130)	34 (130)
	Type			Powerassist	Powerassist
Max. Operating Pressure	Max. Flow Rate	psi (kg/cm ²)		2980 (210)	2880 (210)
		gpm (lpm)		33.8 (128)	33.8 (128)

¹ Computed values

² Values taken at Hydraulic Control Valve. Does not take in to consideration losses through mast plumbing (hosing, fittings, OOs, etc.).

EXTERIOR DIMENSIONS



LARGE IC PNEUMATIC

MAST SPECIFICATIONS

MAST TYPE	MAXIMUM FORK HEIGHT (TOP OF FORKS) in (mm)	OVERALL HEIGHT			FREE-LIFT		TILT RANGE		LOAD CAPACITY AT 24 IN. (610 MM) LOAD CENTER lb (kg)
		LOWERED in (mm)	EXTENDED		WITHOUT LOAD BACKREST in (mm)	WITH STANDARD LOAD BACKREST ¹ in (mm)	FWD deg	BWD deg	
			WITHOUT LOAD BACKREST in (mm)	WITH STANDARD LOAD BACKREST ¹ in (mm)					
8F880U / 8FD80U									
Wide Visible (V)	120.5 (3065)	99.9 (2460)	156.7 (3980)	174.6 (4435)	4.9 (125)	4.9 (125)	6	12	13500 (6000)
	132.5 (3385)	102.8 (2610)	168.6 (4280)	186.4 (4735)	4.9 (125)	4.9 (125)	6	12	13500 (6000)
	140.5 (3565)	106.7 (2710)	176.4 (4480)	194.3 (4935)	4.9 (125)	4.9 (125)	6	12	13500 (6000)
	148 (3765)	110.6 (2810)	184.3 (4680)	202.2 (5135)	4.9 (125)	4.9 (125)	6	12	13500 (6000)
	178.5 (4565)	130.3 (3310)	215.8 (5480)	233.7 (5935)	4.9 (125)	4.9 (125)	6	12	13500 (6000)
	219 (5565)	150 (3810)	255.1 (6480)	273 (6935)	4.9 (125)	4.9 (125)	6	12	13500 (6000)
Full Free-Lift 3-Stage (FSV)	180 (4065)	92.9 (2360)	196.9 (5000)	214 (5435)	66.1 (1425)	39 (890)	6	6	13300 (6000)
	172 (4365)	96.9 (2460)	208.7 (5300)	225.8 (5735)	60 (1625)	42.9 (1090)	6	6	12900 (5850)
	187.5 (4765)	100.4 (2550)	224.4 (6700)	241.5 (6135)	63.6 (1615)	46.5 (1180)	6	6	12400 (5620)
	199.5 (5085)	110.6 (2810)	236.2 (6000)	253.4 (6435)	73.8 (1875)	56.7 (1440)	6	6	12110 (5500)
	219 (5585)	120.5 (3060)	255.9 (6500)	273 (6935)	83.7 (2125)	66.5 (1690)	6	6	11450 (5200)
	239 (6085)	122.4 (3110)	275.6 (7000)	292.7 (7435)	86.8 (2175)	68.5 (1740)	6	6	11450 (5200)

MAST TYPE	MAXIMUM FORK HEIGHT (TOP OF FORKS) in (mm)	OVERALL HEIGHT			FREE-LIFT		TILT RANGE		LOAD CAPACITY AT 24 IN. (610 MM) LOAD CENTER lb (kg)
		LOWERED in (mm)	EXTENDED		WITHOUT LOAD BACKREST in (mm)	WITH STANDARD LOAD BACKREST ¹ in (mm)	FWD deg	BWD deg	
			WITHOUT LOAD BACKREST in (mm)	WITH STANDARD LOAD BACKREST ¹ in (mm)					
8F870U / 8FD70U									
Wide Visible (V)	120.5 (3065)	96.9 (2460)	156.7 (3980)	174.6 (4435)	4.9 (125)	4.9 (125)	6	12	16500 (7000)
	132.5 (3365)	102.8 (2610)	168.6 (4280)	186.4 (4735)	4.9 (125)	4.9 (125)	6	12	16500 (7000)
	140.5 (3565)	106.7 (2710)	176.4 (4480)	194.3 (4935)	4.9 (125)	4.9 (125)	6	12	16500 (7000)
	148 (3765)	110.6 (2810)	184.3 (4680)	202.2 (5135)	4.9 (125)	4.9 (125)	6	12	16500 (7000)
	178.5 (4565)	130.3 (3310)	215.8 (5480)	233.7 (5935)	4.9 (125)	4.9 (125)	6	12	16500 (7000)
	219 (5565)	150 (3810)	255.1 (6480)	273 (6935)	4.9 (125)	4.9 (125)	6	12	14750 (6700)
Full Free-Lift 3-Stage (FSV)	180 (4065)	92.9 (2360)	196.9 (5000)	214 (5435)	66.1 (1425)	39 (890)	6	6	15600 (7000)
	172 (4365)	96.9 (2460)	208.7 (5300)	225.8 (5735)	60 (1625)	42.9 (1090)	6	6	14800 (6730)
	187.5 (4765)	100.4 (2550)	224.4 (5700)	241.5 (6135)	63.6 (1615)	46.5 (1180)	6	6	14750 (6700)
	199.5 (5085)	110.6 (2810)	236.2 (6000)	253.4 (6435)	73.8 (1875)	56.7 (1440)	6	6	14750 (6700)
	219 (5565)	120.5 (3060)	255.9 (6500)	273 (6935)	83.7 (2125)	66.5 (1690)	6	6	12700 (6750)
	239 (6085)	122.4 (3110)	275.6 (7000)	292.7 (7435)	86.8 (2175)	68.5 (1740)	6	6	12650 (6700)

MAST TYPE	MAXIMUM FORK HEIGHT (TOP OF FORKS) in (mm)	OVERALL HEIGHT			FREE-LIFT		TILT RANGE		LOAD CAPACITY AT 24 IN. (610 MM) LOAD CENTER lb (kg)
		LOWERED in (mm)	EXTENDED		WITHOUT LOAD BACKREST in (mm)	WITH STANDARD LOAD BACKREST ¹ in (mm)	FWD deg	BWD deg	
			WITHOUT LOAD BACKREST in (mm)	WITH STANDARD LOAD BACKREST ¹ in (mm)					
8F860U / 8FD60U									
Wide Visible (V)	121 (3070)	102.8 (2610)	160.8 (4085)	174.8 (4440)	5.1 (130)	5.1 (130)	6	12	17500 (8000)
	132.5 (3370)	106.7 (2710)	172.6 (4385)	186.6 (4740)	5.1 (130)	5.1 (130)	6	12	17500 (8000)
	140.5 (3570)	110.6 (2810)	180.5 (4585)	194.5 (4940)	5.1 (130)	5.1 (130)	6	12	17500 (8000)
	148.5 (3770)	120.5 (3060)	188.4 (4785)	202.4 (5140)	5.1 (130)	5.1 (130)	6	12	17500 (8000)
	180 (4570)	140.2 (3560)	219.9 (5585)	233.9 (5940)	5.1 (130)	5.1 (130)	6	12	17500 (8000)
	219 (5565)	150 (3810)	255.1 (6480)	273 (6935)	4.9 (125)	4.9 (125)	6	12	13500 (6000)

¹ Height of standard load backrest is 54" (1370 mm)
NOTE: Mast will be removed for delivery if overall lowered height is greater than 106" (2692 mm)



Toyota Lift Northwest
12001 SE Jennifer St
Clackamas, OR 97015-9014
Phone: 503-657-6900
Fax: 503-657-7281
www.toyotaliftnw.com

January 16, 2017

Grant Cory
City of Grants Pass
1200 SW Greenwood Ave
Grants Pass, OR 97526-2718

Dear Grant:

We are pleased to submit the attached Toyota Diesel Powered Lift Truck quotation for your review and approval.

As an authorized Toyota dealer, Toyota Lift Northwest can provide the high-quality equipment and service you would expect from the world's leading forklift manufacturer. This quotation reflects our understanding of your forklift needs, combined with a careful configuration of the appropriate equipment and options.

To place your order, please sign and date the quotation where indicated and return to me. If you have any questions, please contact me.

Thank you for your interest in our company and our Toyota products. We look forward to being of valuable service to you for your material handling needs.

Sincerely,

John Satterwhite
Sales Representative
Phone: 541-968-1971
Fax: 503-657-7281
E-mail: jsatterwhite@toyotaliftnw.com



Toyota Lift Northwest
12001 SE Jennifer St
Clackamas, OR 97015-9014
Phone: 503-657-6900
Fax: 503-657-7281
www.toyotaliftnw.com

To: City of Grants Pass
1200 SW Greenwood Ave
Grants Pass, OR 97526-2718
Attn: Grant Cory

Date: January 16, 2017
Our Ref: 40624381
Phone: 541-944-5610
Fax:

We respectfully submit this quotation for the following NEW Toyota Diesel Powered Lift Truck (1 each):

Toyota...Proud to be the world's #1 forklift manufacturer!

TOYOTA MODEL 8FD70U, Diesel Lift Truck, quality engineered with the following specification:

- Pneumatic Tires
- Diesel Powered

SYSTEM OF ACTIVE STABILITY™ (SAS)

Toyota's industry exclusive System of Active Stability (SAS) helps reduce lift truck instability by electronically monitoring and controlling various functions of the lift truck.

- **Active Mast Function Controller (AMC):** Should the operator inadvertently place the lift truck in a potentially unstable longitudinal condition, these same sensors trigger the SAS controller to activate the AMC, which limits forward tilt and/or tilt back speed to help reduce the likelihood of a longitudinal tip over.

TOYOTA ENGINE

Engineered to the highest standards of quality, durability, and reliability, your Toyota lift truck is outfitted with the industry's most respected industrial engines.

AUTOMATIC FORK LEVELING

Toyota's Automatic Fork Leveling feature increases productivity while reducing damage with a push of a button. By depressing the Automatic Fork Leveling button during forward tilt, operators are quickly and easily able to level the forks.

FULL FLOATING PLANETARY DRIVE AXLE

Your Toyota lift truck is outfitted with a rugged planetary drive axle. This planetary drive axle decreases the torsional stresses commonly experienced with power shifting, resulting in greater durability, reliability, which results in increased uptime.



Models 8FD70U Shown

Photo may portray optional equipment not included in your quotation.

Mast	2-Stage (V) mast with limited free lift provides excellent visibility to load and fork tips, while providing smooth, quiet and consistent operation. Mast specifications: Maximum Fork Height - 179.5" Overall Lowered Height - 130.3" (Overhead Guard Height - 90.90") Free Lift - 4.9" with standard Load Backrest
Lifting Capacity	Base Model Capacity - 15,500 lbs. @ 24" load center Actual Capacity, based on quoted specifications, - 14,000 lbs. @24" load center to 179.5" MFH <i>Actual capacity ratings stated above are based on standard features, options, and attachments available through Toyota at the time of quoting. Non-standard features, options, and attachments may affect actual capacity ratings. Please contact your Toyota sales representative for additional information.</i>
Carriage	Wide Carriage Class IV - 72"
Forks	Forks 60" x 6" x 2.6" Pin Type
Load Backrest	54" High Load Backrest
Attachments	Rightline 72" Integral Pin Type Sideshifting Fork Positioner (Includes 4 Way Valve with 3rd & 4th Function Hosing)
Speeds	Travel Speed: 13 mph Lift Speed: 87 fpm
Engine	Toyota 3.0L 1KD Industrial Diesel Engine 3.0 Liter, 4 Cylinder, Dual Overhead Cam (DOHC) Net Torque Rating: 220 @ 1200-1500 rpm SAE ft-lb Net Horsepower Rating: 74 @ 2200 rpm SAE HP Common Rail Fuel Injection Variable Nozzle Turbocharger with Air-cooled Intercooler TIER IV final emissions system with Diesel Oxidation Catalyst (DOC) with Exhaust Gas Recirculation system
Transmission	Automatic Transmission with Reverse Phase Type 2-Stator Torque Converter 1 speed forward, 1 speed reverse standard.
Steering	Load Sensing Hydrostatic Power Steering with Tilt Steering Column
Wheels and Tires	Front Tires: 8.25-15-14PR (Pneumatic, Dual Drive) Rear Tires: 8.25-15-14PR (Pneumatic)

Additional Equipment

- Adjustable Volume Back-up Alarm (Smart Alarm)
- Rear View Mirrors (Left & Right Sides)
- LED Headlights
- LED Rear Working Light
- LED Strobe Light - Yellow
- Steering Wheel with Knob
- Rear Assist Grip with Horn Button

Other Outstanding Toyota Features

- Operator Presence Sensing System (OPSS)
- Dual Action Hand Parking Brake
- Adjustable Headlights with Guards
- Electronic Shift Control
- Electronic Speed Control
- Fully Insulated Stamped Steel Engine Hood
- Low Entry Step Height
- Dual Operator Assist Grips
- Dash Integrated Pen/Pencil/Cup Holder
- Durable Rubber Floor Mat
- High Visibility Overhead Guard

Some standard items listed within this quotation may be replaced or altered due to optional equipment.

Warranty

12 Months or 2,000 hours whichever occurs first: Basic
 36 Months or 6,000 hours whichever occurs first: Powertrain

Warranty coverage for non-standard option components will be covered by the manufacturer of that component and not covered under the Toyota forklift standard or powertrain warranty.

We offer a Toyota factory authorized warranty on all new Toyota Industrial Equipment.

Investment

Price-Toyota Model 8FD70U as specified above:	\$58,079	Each
Net Price:	\$58,079	Each

Financing and Maintenance

A broad range of competitive and flexible financing options are available through Toyota. Financing requires credit approval. Terms and conditions are subject to change.

In addition, Full Maintenance and Planned Maintenance programs are available.

**Terms and
Conditions**

Payment: COD/Cash or Financed. Payment is expected upon delivery of equipment unless financing is secured in advance.

All lease offers noted are subject to credit approval outside of TLNW control.

Credit Card payments for equipment purchases are subject to a 3% service charge.

Delivery: Dates fluctuate constantly and are not secured until order is placed in TLNW system.

F.O.B.: Shipping Point (Factory or TLNW) unless otherwise noted.

Prices exclude sales or used taxes of any federal, state, or local governments.

Performance and specifications stated are based on specific testing and operating conditions. Actual performance and specifications may vary based on application, option configuration, operating conditions, and environmental factors.

Some options and configurations may void UL.

Quote is valid until the end of the month of the issue date noted on the quotation.

Once ordered, equipment cannot be cancelled and are subject to cancelation charges.

Cancellation charges will vary depending on base model and exact specifications and in some cases these charges may

equal to 30% of the equipment's quote value.

Please contact your Toyota sales representative for additional information.

**California
Users**

When operated in California, any Off-road diesel vehicle may be subject to the California Air Resources Board In-Use Off-Road Diesel Vehicle Regulation. It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions of air pollutants. For more information, please visit the California Air Resources Board website at <http://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm>.

Sincerely,
Toyota Lift Northwest

Accepted:
City of Grants Pass

Cash Price \$ _____

Financed Payment \$ _____ Per Month _____ Months

By: _____

By: _____

Name: John Satterwhite

Name: _____

Title: Sales Representative

Title: _____

Date: _____

Resolution authorizing the City Manager to
execute Task Order 07 with Keller
Associates, Inc. for Storm Water

Item: Management Manual development.

Date: February 15, 2017

SUBJECT AND SUMMARY:

Consider a resolution authorizing the City Manager to execute a task order for the development of a Storm Water Management Manual (SWMM).

RELATIONSHIP TO COUNCIL GOALS:

This supports the Council's goal of maintain, operate and expand our **INFRASTRUCTURE** to meet community needs by planning for our storm water utility infrastructure needs in a fiscally-sound, efficient, and regulatory-compliant manner.

CALL TO ACTION SCHEDULE:

The Storm Water Management Manual will provide water quality and flow control design standards for onsite storm water management facilities. Our forthcoming NPDES MS4 permit will require controls on post-development stormwater runoff. Execution of the task order with Keller Associates, Inc. initiates the SWMM development.
Call to action schedule: February 15, 2017.

BACKGROUND:

On May 21, 2012, the City of Grants Pass and Keller Associates, Inc. entered into a 3-year Storm Water Master Services Agreement for Professional Engineering and Permitting Services (MSA). On April 15, 2015, the MSA was extended to May 21, 2018. Under this MSA, individual task orders have been assigned, negotiated and executed to undertake a variety of assignments on the City's stormwater system facilities.

Task Order 06 was approved on November 5, 2014 for the development of a new Storm Water Master Plan. The new Master Plan was adopted on September 7, 2016.

Task Order 07 will develop a SWMM. The SWMM will include water quality and flow control design standards for onsite stormwater management facilities. The SWMM will be part of the City's NPDES MS4 stormwater management program to improve the quality of the City's waters.

The fee for Task Order 07 has been negotiated with Keller Associates, Inc. in an amount not to exceed \$44,350.

ITEM: 3.b. RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE
TASK ORDER 07 WITH KELLER ASSOCIATES, INC. FOR STORM
WATER MANAGEMENT MANUAL DEVELOPMENT.

Staff Report (continued):

COST IMPLICATION:

Revenue Source: The maximum fee for Task Order 07 with Keller Associates, Inc. of \$44,350 is available within the Storm Water Capital Fund under Project DO6320.

ALTERNATIVES:

1. Council can approve the resolution authorizing the City Manager to execute Task Order 07 with Keller Associates, Inc. for Storm Water Management Manual development;
 2. Council could decide not to approve the resolution and direct staff to work with Keller Associates, Inc. to revise the task order;
 3. Council could decide not to approve the task order.
-

RECOMMENDED ACTION:

It is recommended that Council approve the resolution authorizing the City Manager to execute Task Order 07 with Keller Associates, Inc.

POTENTIAL MOTION:

I move to adopt the resolution authorizing the City Manager to execute Task Order 07 with Keller Associates, Inc. for Storm Water Management Manual development.

RESOLUTION NO.

**A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS
AUTHORIZING THE CITY MANAGER TO EXECUTE TASK ORDER 07 WITH
KELLER ASSOCIATES, INC. FOR STORM WATER MANAGEMENT MANUAL
DEVELOPMENT.**

WHEREAS:

1. On May 21, 2012, the City of Grants Pass and Keller Associates, Inc. entered into a Storm Water Master Services Agreement for Professional Engineering and Permitting Services; and
2. The Storm Water Master Plan developed under Task Order 06 with Keller Associates, Inc. was adopted on September 7, 2016; and
3. The next step in our stormwater management program is to develop a Storm Water Management Manual; and
4. The City has negotiated a scope and fee with Keller Associates, Inc. to develop a Storm Water Management Manual; and
5. The City of Grants Pass has sufficient funds for the task order within the Storm Water Capital Fund.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City Manager is authorized to execute Task Order 07 with Keller Associates, Inc. for Storm Water Management Manual development, which is attached to and incorporated herein as Exhibit 'A', in the amount of \$44,350.

EFFECTIVE DATE of this Resolution shall be immediate upon the 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 15th day of February 2017.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of February 2017.

Darin Fowler, Mayor

ATTEST:

Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to form Mark Bartholomew, City Attorney _____



City of Grants Pass, Oregon

KA Task Order #212047-007

Name: **Stormwater Management Manual**

January 17, 2017

BACKGROUND

The EPA expanded the Clean Water Act of 1972 to include stormwater regulation to control pollutants entering the waterways and protect water quality. In 1990, the EPA started regulating stormwater in Phase I communities with populations of 100,000 or more. On December 8, 1999, the EPA published final regulations for Phase II communities with populations less than 100,000, which include the City of Grants Pass.

Compliance with the stormwater NPDES MS4 permit requires cities to establish a comprehensive stormwater management program, including establishing controls on post-development stormwater runoff. A Stormwater Management Manual (SWMM) includes water quality and flow control design standards for onsite stormwater management facilities. The SWMM focuses on low-impact development practices, stormwater management facilities and conveyance features, and maintenance and operational best management practices (BMPs) designed to improve stormwater quality. The SWMM will be part of the City of Grants Pass' NPDES MS4 stormwater management program to improve the quality of the City's waters.

The City of Grants Pass (City) entered into a master services agreement with Keller Associates, Inc. (Consultant) to provide stormwater planning and engineering services. These services consist of multiple phases.

One of those phases is creating a Stormwater Management Manual (SWMM) customized to the needs of Grants Pass. The City is looking for a SWMM that incorporates desired portions of the Rogue Valley Sewer Services (RVS) SWMM with elements of the City of Eugene SWMM.

The following scope outlines the tasks and associated services for Phase 6 of the stormwater master planning process, development of a SWMM.

SCOPE FOR COMPLETION OF A STORMWATER MANAGEMENT MANUAL

Task 1: Project Management and Meetings

Consultant will:

- Organize project administration.
- Provide monthly invoices and progress reports.
- Meet with up to two developer engineers from the community to discuss and solicit input/feedback from a developer's engineer perspective on key components of the SWMM.

- Meet with the City Engineer to discuss and solicit input/feedback from the City Engineer’s perspective on key components of the SWMM.
- Attend two technical review committee meetings in Grants Pass to review the Stormwater Management Manual at 30% and 90% completion.

City Responsibilities:

- Provide direction and input for the Stormwater Management Manual and final acceptance.

Assumptions:

- The budget assumes a project duration of approximately six months.
- City staff will invite key stakeholders to the technical review meetings as necessary.
- The meetings with the City Engineer and Developer Engineer will occur on the same visit.
- Public involvement services (if needed) will be outlined by a separate task order or completed under the general services task order.

Deliverables:

- Meeting agendas and minutes.
- Monthly progress reports.

Task 2: Draft SWMM Manual

Consultant will prepare a 30% draft manual with the following outline which is modeled after the RVS and City of Eugene stormwater management manuals. The outline below was created based on input and feedback provided by City staff. This scope will also include creating a list or table of potential conflicts with the existing City code that may need to be addressed by the City.

- Introduction
 - Purpose of Stormwater Management Manual.
 - Applicability.
 - Definitions.
- Designing Stormwater Facilities and Conveyance.
 - Stormwater Facilities (BMPs). BMPs will match the 19 BMPs in the City of Eugene SWMM as appropriate.
 - Facility Design Criteria.
 - Facility Sizing Approaches.
 - Hydrologic Analysis (Consultant will update the acceptable analysis methodology to reflect the Grants Pass area and to be more consistent with evaluation criteria used in the City’s storm water master plan).
 - Access for O&M.
 - Outfall Design.
 - Construction Criteria.
- Operating & Maintaining Stormwater Facilities.
 - Private Facilities.
 - Public Facilities.
 - Source Controls.
 - Pre-Approved Operations and Maintenance Plans.

- On-Site Source Controls.
 - Fuel Dispensing Facilities.
 - Above-ground Storage of Liquid Materials.
 - Solid Waste Storage.
 - Outdoor Storage of Bulk Materials.
 - Material Transfer Areas/Loading Docks.
 - Equipment and/or Vehicle Washing Facilities.

City Responsibilities:

- Provide review and input for the Stormwater Management Manual.

Assumptions:

- There will only be one round of City review and associated revisions to the 30% draft manual.
- This scope will not include services for drafting ordinance or code revisions other than preparing a summary list of items that may need to be updated. Additional services will be handled under a separate task order after this task order is completed.

Deliverables:

- Draft Stormwater Management Manual in pdf format.
- Response letter documenting comments and associated actions to be taken.

Task 3: Final SWMM Manual

Consultant will make revisions to the draft manual and complete a final draft manual for review and finalization.

City Responsibilities:

- Provide review and input for the Final Draft Stormwater Management Manual.
- Responsible for City council adoption process of Stormwater Management Manual.

Assumptions:

- There will only be one round of City review and associated revisions to the final draft manual.

Deliverables:

- Final Stormwater Management Manual (1 pdf copy on CD and 5 hard copies in 3 ring binder with tabbed sections).

Contingency

This line item to be used as authorized when unforeseen effort becomes necessary.

SCHEDULE

Consultant anticipates completing this task order within six months of notice to proceed.

BUDGET

Consultant proposes to do the work on a time and materials basis with a total task order budget as shown in the table below, including contingency. The total cost will not be exceeded without written approval from the City.

Task	Budget
Task 1: Project Management and Meetings	\$ 5,480
Task 2: Draft SWMM Manual	\$ 24,290
Task 3: Final SWMM Manual	\$ 10,580
10% Contingency	\$ 4,000
Total Task Order Budget (Time & Materials)	\$ 44,350

Resolution authorizing the City Manager to enter into a contract for the Bellevue/Prospect/Lynwood Small Main Replacement; Project No. WA6253.

Date: February 15, 2017

SUBJECT AND SUMMARY:

This project will replace existing substandard 2" water main with approximately 1480 LF of 8" ductile iron water pipe in Bellevue Place, Prospect Avenue and Lynwood Place and install 230 LF of sewer main in Prospect Avenue from Manzanita Avenue to the south.

RELATIONSHIP TO COUNCIL GOALS:

This action implements the Council's goal to maintain, operate and expand our **INFRASTRUCTURE** to meet community needs.

CALL TO ACTION SCHEDULE:

The notice of intent to award letter was issued on January 20, 2017. The Engineering Division has 30 days to award the project. Call to action schedule: February 20, 2017.

BACKGROUND:

This project will replace existing 2" water mains in Bellevue Place, Prospect Avenue and Lynwood Place, which will improve domestic pressures and fire flows. In addition, a section of sewer main will be installed in Prospect Avenue from Manzanita Avenue approximately 230 feet to the south. This action will relocate some long sewer laterals that cross property lines and get the sewer flows out to the street per City of Grants Pass standards. This underground work is preparatory for an upcoming overlay project.

Bids for the work was advertised on the City's website, the Grants Pass Daily Courier and the Daily Journal of Commerce. The bid opening for this project was January 19, 2017. Four bids were received, ranging from \$258,872.50 to \$306,467.

The lowest responsible bidder is Copeland Paving, Inc. at \$258,872.50. This bid is below the Engineers Estimate of \$296,395 and Staff recommends awarding the bid to Copeland Paving, Inc.

COST IMPLICATION:

Revenue Source: This project is budgeted and funded as part of WA6253 Small Main Replacement in the Water Capital Fund.

ITEM: 3.c. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE BELLEVUE/PROSPECT/LYNWOOD SMALL MAIN REPLACEMENT; PROJECT NO. WA6253.

Staff Report (continued):

ALTERNATIVES:

The preferred alternative is to install the water main lines as proposed.

The second alternative to the water main replacement is to leave the existing mains in place and schedule replacement at a later date.

RECOMMENDED ACTION:

It is recommended the contract for the Bellevue/Prospect/Lynwood Small Main Replacement; Project No. WA6253 be awarded to the lowest responsible bidder, Copeland Paving, Inc.

POTENTIAL MOTION:

I move to authorize the City Manager to enter into a contract with Copeland Paving, Inc.

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE BELLEVUE/PROSPECT/LYNWOOD SMALL MAIN REPLACEMENT; PROJECT NO. WA6253.

WHEREAS:

1. The City of Grants Pass advertised and received four bids for construction of the Bellevue/Prospect/Lynwood Water Main Replacement; Project No. WA6253; and
2. The bid from Copeland Paving, 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 Water Fund.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City Manager is authorized to contract with Copeland Paving, Inc. for the work as described in the contract documents entitled the Bellevue/Prospect/Lynwood Water Main Replacement; Project No. WA6253; in the amount of \$258,872.50, 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 15th day of February 2017.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this _____ day of February 2017 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
Bellevue/Prospect/Lynwood Small Main Relocation
 Project No. WA6253

BID SUMMARY



Item No.	Quantity	Description of Item	City of Grants Pass (Engineers Estimate)		Copeland Paving, Inc.		Timber Mountain Construction, Inc.		KOGAP Enterprises, Inc.		Robco, Inc.		
			Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	1	Mobilization, move in of equipment and materials per APWA/ODOT Sec. 00210, complete	LS	\$25,000.00	\$25,000.00	\$24,000.00	\$27,000.00	\$39,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	
2	1	Work Zone Traffic Control, includes TCD, TCM and TCP per approved plans, MUTCD, and APWA/ODOT Sec. 00225 and 00225 90 (b), complete	LS	\$7,000.00	\$7,000.00	\$1,500.00	\$800.00	\$1,500.00	\$1,500.00	\$1,500.00	\$2,485.00	\$2,485.00	
3	1	Erosion & Sediment Control, per approved plans and APWA/ODOT Sec. 00280 00 Inlet Protection, Dust Control, Sediment Fence, Biofilter Bags, Installed complete	LS	\$1,000.00	\$1,000.00	\$1,500.00	\$400.00	\$400.00	\$200.00	\$200.00	\$2,000.00	\$2,000.00	
4	150	Flagging Hours, APWA/ODOT Section 225.97(a)	HRS	\$48.00	\$7,200.00	\$47.00	\$7,050.00	\$45.00	\$6,750.00	\$45.00	\$6,750.00	\$40.00	\$6,000.00
5	1	Removal of Structures and Obstructions, includes removal and proper disposal of existing pipe, AC, curb & gutter and sidewalk and saw cutting or other methods of cutting pavement, per approved plans and APWA/ODOT Sec. 00310 and 00291 20(c), (Hazardous Waste), complete.	LS	\$10,000.00	\$10,000.00	\$4,965.00	\$3,500.00	\$3,500.00	\$1,600.00	\$1,600.00	\$12,400.00	\$12,400.00	
6	3310	Asphalt Pavement Cutting for "T" patch, per approved plans and APWA/ODOT Section 00330.	LF	\$2.00	\$6,620.00	\$1.50	\$4,965.00	\$1.50	\$4,965.00	\$2.00	\$6,620.00	\$1.20	\$3,972.00
7	2	48" Eccentric Sanitary Sewer Manhole, per approved plans and, GPSD #301 and APWA /ODOT Sec. 00470. Includes manhole, excavation, bedding and compacted backfill per APWA/ODOT Sec. 00405, adjustment to finish grade, concrete collars and pipe connections, installed, complete	EA	\$3,000.00	\$6,000.00	\$3,400.00	\$6,800.00	\$4,000.00	\$8,000.00	\$3,600.00	\$7,200.00	\$3,900.00	\$7,800.00
8	230	8" Sanitary Sewer Main, PVC 3034, per approved plans and, GPSD #304 and APWA /ODOT Sec. 00445. Includes pipe, trench excavation, bedding and backfill per GPSD #107 and APWA/ODOT Sec. 00405, installed, complete.	LF	\$80.00	\$18,400.00	\$70.00	\$16,100.00	\$83.00	\$19,090.00	\$68.00	\$15,640.00	\$90.00	\$20,700.00
9	1	Connect to existing Sanitary Sewer, per approved plans, APWA/ODOT Sec. 00470. Includes excavation, bedding and compacted backfill, per APWA/ODOT Sec.00405, pipe connections, installed, complete.	EA	\$500.00	\$500.00	\$1,500.00	\$1,500.00	\$550.00	\$550.00	\$1,800.00	\$1,800.00	\$935.00	\$935.00
10	3	4" Sanitary Sewer Lateral, per approved plans and APWA/ODOT Sec. 00445. Includes pipe, trench excavation, bedding, backfill and cleanouts, per GPSD #107 and APWA/ODOT Sec. 00405, installed, complete to ROW.	EA	\$1,500.00	\$4,500.00	\$1,750.00	\$5,250.00	\$1,700.00	\$5,100.00	\$1,200.00	\$3,600.00	\$1,650.00	\$4,950.00
11	4	8" Sanitary Sewer Lateral Replacement (C-300 or Ductile Iron), per approved plans and APWA/ODOT Sec. 00445. Includes, pipe, trench excavation, bedding and backfill, per GPSD #107 and APWA/ODOT Sec. 00405, installed, complete.	EA	\$2,000.00	\$8,000.00	\$2,000.00	\$8,000.00	\$600.00	\$2,400.00	\$1,000.00	\$4,000.00	\$1,985.00	\$7,940.00
12	280	Asphalt Pavement, 1/2" dense, Level 2 mix, 3" compacted thickness, per APWA/ODOT Section 00744. Includes any minor valve or manhole adjustments. Installed complete.	TN	\$130.00	\$37,700.00	\$90.00	\$26,100.00	\$110.00	\$31,900.00	\$129.00	\$37,410.00	\$121.00	\$35,090.00
13	125	Concrete Curb & Gutter, Type "A" (Match Existing), per approved plans, GPSD #102 and APWA/ODOT Sec. 00759, installed, complete.	LF	\$30.00	\$3,750.00	\$1.00	\$125.00	\$27.00	\$3,375.00	\$33.00	\$4,125.00	\$23.00	\$2,875.00
14	25	Concrete Sidewalk (Match Existing), per approved plans, GPSD #106-A and APWA/ODOT Sec. 00759, installed, complete.	SF	\$5.00	\$125.00	\$5.50	\$137.50	\$7.00	\$175.00	\$11.00	\$275.00	\$25.00	\$625.00
15	1	Landscape Restoration, per approved plans, per APWA/ODOT Sec. 01030, complete.	LS	\$1,200.00	\$1,200.00	\$5,000.00	\$5,000.00	\$2,900.00	\$2,900.00	\$900.00	\$900.00	\$6,200.00	\$6,200.00

**City of Grants Pass
Bellevue/Prospect/Lynwood Small Main Relocation**

Project No. WA6253

BID SUMMARY



Item No.	Description of Item	Quantity	Unit	City of Grants Pass (Engineers Estimate)		Copeland Paving, Inc.		Timber Mountain Construction, Inc.		KOGAP Enterprises, Inc.		Robco, Inc.	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
16	Segmental Stackable Retaining Wall, precast concrete segmental stackable retaining wall, per approved plans and APWA/ODOT Section 00596. Installed complete.	60	SF	\$20.00	\$1,200.00	\$22.00	\$1,320.00	\$27.00	\$1,620.00	\$26.00	\$1,560.00	\$33.00	\$1,980.00
17	8" Water Pipe and Fittings, CI 52 Ductile Iron, per approved plans and, GPSD #304 and APWA/ODOT Sec. 00445. Includes pipe, fittings, valves, straddle blocks, trench excavation, bedding and backfill per GPSD #107 and APWA/ODOT Sec. 00405, installed, complete.	1480	LF	\$75.00	\$111,000.00	\$62.00	\$91,760.00	\$67.50	\$99,900.00	\$60.00	\$88,800.00	\$83.00	\$122,840.00
18	Potable Water Service Connection, 2 Inch and Smaller, per approved plans, GPSD #203 and APWA/ODOT Sec. 00405, installed, complete.	16	EA	\$1,000.00	\$16,000.00	\$1,250.00	\$20,000.00	\$1,100.00	\$17,600.00	\$1,200.00	\$19,200.00	\$1,100.00	\$17,600.00
19	Re-Plumbing to Individual Houses, includes thermal expansion tanks, pressure relief valves and plumbing inspections, as per Oregon Plumbing Specialty Code	1	LS	\$15,000.00	\$15,000.00	\$17,000.00	\$17,000.00	\$12,500.00	\$12,500.00	\$15,000.00	\$15,000.00	\$18,000.00	\$18,000.00
20	Air Release Valve, per approved plans, GPSD #206 and APWA/ODOT Sec. 01140. Includes all necessary parts and appurtenances. Installed, complete.	2	EA	\$1,800.00	\$3,600.00	\$1,600.00	\$3,200.00	\$2,150.00	\$4,300.00	\$2,300.00	\$4,600.00	\$1,960.00	\$3,920.00
21	Fire Hydrant, Short Lead, per approved plans, GPSD #202 and APWA/ODOT Sec. 01140. Includes connections and all appurtenances and parts necessary. Installed, complete.	3	EA	\$4,200.00	\$12,600.00	\$4,200.00	\$12,600.00	\$5,500.00	\$16,500.00	\$4,300.00	\$12,900.00	\$4,385.00	\$13,155.00
Total (Bid Items 1-21):					\$296,395.00		\$256,872.50		\$266,325.00		\$272,680.00		\$306,467.00

BIDS WERE OPENED ON 1/18/17 AT 3:05 PM IN THE CITY OF GRANTS PASS CITY MANAGER'S CONFERENCE ROOM.

Item: Resolution amending the procedures for
conduct of business, Section 7 Order of
Business.

Date: February 15, 2017

SUBJECT AND SUMMARY:

This resolution revises the order of business for Council business meetings.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goal of **LEADERSHIP** by ensuring efficiency and effectiveness in Council proceedings.

CALL TO ACTION SCHEDULE:

Call to action schedule: N/A

BACKGROUND:

During the 2017 Strategic Planning Session, Council expressed an interest in changing the order of business during Council meetings. The current practice is to discuss Committee Liaison reports during Matters from Mayor, Council and Staff. It was proposed to move Committee Liaison reports to earlier in the meeting. The Mayor and Council President recommend moving Committee Liaison reports to before the Public Comment section of the meeting. The order of business would be as follows:

Invocation, Flag Salute
Roll Call
Proclamations & Presentations
Council Liaison Reports
Public Comment
Public Hearings
Consent Agenda
Council Actions
Appointments
Matters from Mayor, Council and Staff
Executive Session

COST IMPLICATION:

Revenue Source: None.

ALTERNATIVES:

1. Council could amend the Council Rules to move Committee Liaison reports to earlier in the meeting; or
2. Council could choose to not amend the Council Rules.

ITEM: 3.d. RESOLUTION AMENDING THE PROCEDURES FOR CONDUCT OF
BUSINESS, SECTION 7 ORDER OF BUSINESS.

Staff Report (continued):

RECOMMENDED ACTION:

None.

POTENTIAL MOTION:

I move to amend the Council's procedures for conduct of business, Section 7 Order of Business.

RESOLUTION NO.

**A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS
AMENDING THE PROCEDURES FOR CONDUCT OF BUSINESS, SECTION 7
ORDER OF BUSINESS.**

WHEREAS:

1. The City Council desires to adopt procedures to facilitate the orderly and efficient conduct of business before the Council; and
2. The Council desires to modify said Rules as noted herein and shall retain the right to further modify the procedures as it feels will best fit its needs.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the procedures regarding the conduct of Council business previously adopted by the Council are in full force and effect except as amended and added to as follows:

Section 1. RULES OF PROCEDURE. Except as modified herein or hereafter, Robert's Rules of Order as set forth in the "Robert's Rules of Order Newly Revised, 10th Edition" edited by Henry Robert III and William J. Evans, Daniel Honemann, Thomas Balch shall be applied to govern the procedure of the Council. However, the validity of an ordinance, resolution, or other action as applied by a court of competent jurisdiction shall not be affected by a failure to observe said Rules.

Section 2. DATE OF ADOPTION. Unless formally vetoed by the Mayor as set forth in the Charter, ordinances without an emergency clause shall take effect 30 days after the date of adoption by the Council or thereafter at an alternate date specified in the ordinance.

Section 3. EMERGENCY CLAUSE. Unless formally vetoed by the Mayor as set forth in the Charter, ordinances with an emergency clause shall take effect immediately on the date of adoption by the Council or thereafter at an alternate date specified in the ordinance. The "Whereas" portion of an ordinance containing an emergency clause shall generally describe the basis of the need for immediate action.

Section 4. LAND USE CRITERIA. A motion in final form regarding a land use decision shall address the criteria set forth in the Development Code as necessary to support the decision before any appellate body.

Section 5. ATTENDANCE AND TELEPHONIC ATTENDANCE.

A. Councilors and the Mayor must be physically present at a meeting except as follows:

1. A Councilor or the Mayor may attend the meeting and fully participate as if physically present via a telephone conference call or other electronic communication so long as all persons present at the meeting can hear discussions clearly to and from the Councilor or the Mayor not physically present. No Councilor

or the Mayor may act as chairperson of any meeting if attending by telephone.

2. Attendance by electronic communication shall be limited to six times per Councilor or the Mayor per calendar year beginning in January of each year. No more than 2 members shall be allowed to attend by telephone at any given meeting. Attendance by telephone will be arranged in order of notice by member to the governing body or the City Administrative office.

B. Notwithstanding Section 5(A) above, a Councilor or the Mayor must be physically present to attend any Executive Session.

Section 6. AGENDA. The City Manager shall prepare an Agenda of the business to be presented at a regular Council meeting. The Mayor, Council President, City Manager and Assistant City Manager commonly will discuss the content of the Agenda at the semi-monthly meeting prior to formally setting the Agenda. Council members commonly request topics for the Agenda through communication with the Mayor, Council President or City Manager which are then considered at the semi-monthly meeting.

The Agenda for current and future meetings and workshops shall be reviewed by the Council on the Monday workshop preceding the regular meeting. At the workshop, with the consent of the Council, any item may be removed from the agenda or added to the agenda. At the workshop, any item can be added to a future agenda or workshop with the support of three Council members.

At the regular meeting, the Agenda may be altered in accordance with the Rules of Procedure. Nothing in this section should be construed to alter any authority granted under the Charter.

Section 7. ORDER OF BUSINESS. Unless modified at the workshop or through the Rules of Procedure, items on the Agenda shall be considered in the following order and as printed on the "COUNCIL AGENDA" page of the Council Packet. (Note: This shall not be construed to prevent the Council from considering items under New Business which are not on the Agenda.):

- Invocation, Flag Salute
- Roll Call
- Proclamations & Presentations
- Council Liaison Reports
- Public Comment (items not on the agenda)
- Public Hearings
- Consent Agenda (including approval of minutes and acknowledgment of receipt of Committee Reports)
- Council Actions
- Appointments
- Matters from Mayor, Council and Staff
- Executive Session

Section 8. MEETING DATES. Unless the Council sets a different date, regular Council meetings shall be scheduled for the 1st and 3rd Wednesday of each month (not including Holidays). Meetings times will be from 6 – 9 pm. Meetings may be extended beyond that time with a majority vote of the Council. Unfinished business shall automatically be placed on the next regular Council agenda, unless the Council specifies a different time for consideration of such items, and additional notices of said continuation shall not be required.

The Council will meet each Monday (or Tuesday if Monday is a holiday) at 11:45 a.m. for a less formal Council meeting which will be referred to as a Workshop in order to discuss City business. As needed, City Council or the City Manager may notice and conduct business during the Workshop, which would normally be conducted during a regular Council meeting. Workshops shall not constitute a regular meeting for the purpose of determining attendance under Chapter VII Section 1 of the City Charter. Unless directed otherwise by a majority of the Council, the City Manager may cancel a meeting if there is insufficient business pending before the Council to warrant a meeting.

Section 9. COMMENCEMENT & ADJOURNMENT. Meetings shall commence at the time selected by the City Council and in accord with the Charter, and shall adjourn with a majority vote of the City Council in accord with the rules of procedure.

Section 10. PRESENTATION LIMITS. Except as noted, the following time limits apply to presentations at a regular Council meeting (however, these time limits do not include time for responding to questions from the Council):

- A. Public Comment on issues not contained in the Agenda: 3 minutes
- B. Public Comment on issues being considered by Council: 3 minutes
- C. For Land Use Matters, the following limits apply:
 - 15 minutes Staff, Applicant, Appellant - Initial presentations on any particular issue.
 - 5 minutes Staff, Applicant, Appellant - Rebuttal presentation on any particular issue.
 - 3 minutes General Public - per individual - any public hearing.

NOTE: The time for staff, applicant, and appellant presentations may be allocated to multiple individuals. However, all or portions of the limit for individuals may not be allocated to another person or added to another time allotment. The Council by a majority vote at the meeting or at a noon workshop preceding the regular meeting, may authorize an increase in the specified times.

- D. 10 minutes for presentations by Staff, Applicant, Appellant on non-land use matters.
- E. The Council should, but is not required to, give deference to requests where there are complex issues or where the individual represents a larger group of citizens.

Section 11. DISCUSSION WITHOUT A MOTION. Discussion may proceed prior to a motion being made and is not out of order unless it is not germane to the issue under consideration.

Section 12. EQUAL OPPORTUNITY FOR DISCUSSION. Every Councilor shall be allowed to speak on the same item of business prior to a Councilor or the Mayor exercising a second opportunity to speak.

Section 13. RECOGNITION BY THE PRESIDING OFFICER. Although a Councilor may verbally request the presiding officer for an opportunity to speak, it is preferred that a Councilor raise their hand for recognition.

Section 14. ALTERNATE RECOGNITION. Should the presiding officer be occupied with other business and therefore unaware of one or more Councilors requesting an opportunity to speak, a Councilor may be recognized by the President of the Council or in their absence by the most senior Councilor.

Section 15. CLOSING PUBLIC TESTIMONY. Once public testimony has closed, it may not be reopened without the consent of the Council. If consent is not clear, a formal motion, second, and votes are required. Questions for staff are not considered public testimony.

Section 16. SECOND READING AT SAME SESSION AS FIRST READING. No ordinance shall be placed upon second reading during the meeting at which a first reading occurred except by unanimous consent of the Councilors voting thereon.

Section 17. MOTION TO RECONSIDER. A motion to reconsider a previous vote is in order if the motion is made by a person who voted in the majority and is made not later than the next regular meeting after the original vote was taken. When any vote shall be reconsidered, the Council may, at the same time, proceed to reconsider any previous vote or order in relation to the same subject matter without further notice. A vote to reconsider is then followed by a re-vote on the previous question. When reconsideration is not had as provided herein, such matter or one substantially the same may again be considered by the Council after six months have elapsed or if the motion to reconsider is passed by the Council by a 2/3 vote of those present.

Section 18. PUBLIC TESTIMONY. After the staff presentation, the public testimony portion of a hearing is for the purpose of hearing from applicants, appellants, and the general public. Each presenter shall be given an opportunity to speak, free of any attempt by Councilors, the Mayor, or staff to lead the testimony, embarrass the individual, or comment on the person's testimony either in favor or against an issue. Although Councilors, the Mayor, and staff may inquire of the presenter for clarification of questions germane to the criteria or issue, Councilors, the Mayor, and staff shall refrain from interjecting their own testimony or opinions for or against the issue until the public testimony is closed and the issue is returned to the Council for discussion and action.

The presiding officer shall be responsible for ensuring order and decorum is maintained. Comments and disagreements should be addressed to the topic at hand and avoid negative personal remarks. Attendees and speakers are required to strictly abide by the directions of the presiding

officer. Behavior or actions that are unreasonably loud or disruptive may be cause of removal from Council meetings. Disruptive behavior includes engaging in violent or distracting action, making loud or disruptive noise or using loud or disruptive language and refusing to obey an order of the presiding officer.

Section 19. MEETING MINUTES. Council meeting minutes shall be transcribed in brief summary format. Council meetings and workshops shall be recorded with audio and video indexing.

EFFECTIVE DATE. This Resolution shall be effective immediately 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 15th day of February 2017.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of February 2017 to be effective on the date indicated as adopted by the City Council.

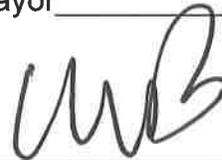
Darin Fowler, Mayor

ATTEST:

Karen Frerk, City Recorder

Date submitted to Mayor _____

Approved as to form, Mark Bartholomew, City Attorney _____



Resolution authorizing the City Manager to enter into a contract with Pacific Habitat Services, Inc. for wetlands & riparian planning services.

Date: February 15, 2017

SUBJECT AND SUMMARY:

This resolution authorizes the City Manager to enter into a contract with Pacific Habitat Services, Inc. (PHS) for wetlands and riparian planning services. This work is required as part of the follow-through planning for the Urban Growth Boundary (UGB) expansion areas and Urban Reserve areas.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goal to facilitate SUSTAINABLE, MANAGEABLE GROWTH.

CALL TO ACTION SCHEDULE:

There is no mandatory deadline to start this work; however, field inventory work is seasonally dependent, and needs to begin in the spring. There are public outreach actions and property owner authorizations that need to occur before the field inventory work begins. Call to action schedule: February 15, 2017.

BACKGROUND:

Goal 5 resource planning addresses natural resources, scenic and open space resources, and historic resources. The applicable law includes specific provisions for wetlands and riparian areas. The City already has wetlands and riparian provisions in place for the pre-expansion UGB areas, except for some portions of the UGB which were not covered by the previous wetlands plan. This work would fulfill the mandatory requirements for wetland and riparian planning for the UGB expansion areas and Urban Reserve areas and would also cover the portions of the UGB which were not included in the previous wetlands plan. The work includes inventory, mapping, classification, and implementation provisions conducted through a public process.

At the October 3, 2016 City Council workshop, staff made a presentation about the Goal 5 resource planning work and obtained City Council direction.

The City issued a Request for Proposals (RFP) for the wetlands and riparian planning work and advertised the RFP on the City's website, in the Grants Pass Daily Courier and in the Daily Journal of Commerce. The City received one proposal from Pacific Habitat Services. Staff has reviewed the proposal and discussed the scope of work with PHS and finds that the proposed scope of work is consistent with the City's RFP and an appropriate approach for the work. The inventory work is necessarily field intensive and accounts for a significant portion of the budget. PHS has significant experience and a solid reputation for this type of work and PHS has positive references.

ITEM: 3.e. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH PACIFIC HABITAT SERVICES, INC. FOR WETLANDS & RIPARIAN PLANNING SERVICES.

Staff Report (continued):

COST IMPLICATION:

The price for the proposed scope of work is \$127,797, which is budgeted as part of the follow-through planning work for the Urban Growth Boundary expansion areas and Urban Reserves. The project number is LB6085: Code and plan updates related to the Urban Growth Boundary Expansion. Staff sought information regarding possible grants for this work, but none were available.

ALTERNATIVES:

1. Approve the resolution authorizing the City Manager to execute a contract with Pacific Habitat Services for wetlands and riparian planning services; or
 2. Not approve the resolution. The wetlands and riparian planning work is required by law, and must be conducted before lands in expansion areas can be rezoned for urbanization, so this would still need to come back to City Council for action.
-

RECOMMENDED ACTION:

It is recommended Council approve the resolution authorizing the City Manager to enter into a contract with Pacific Habitat Services for wetlands and riparian planning services, which work is required by state law.

POTENTIAL MOTION:

I move to approve the resolution authorizing the City Manager to enter in a contract with Pacific Habitat Services for wetlands and riparian planning.

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH PACIFIC HABITAT SERVICES, INC. FOR WETLANDS & RIPARIAN PLANNING SERVICES.

WHEREAS:

1. The City of Grants Pass and Josephine County adopted amendments to the Grants Pass Urban Growth Boundary (UGB) and adopted Urban Reserve areas in 2014, and the Director of the Department of Land Conservation and Development (DLCD) issued Order 001865 approving the amendments on March 11, 2015; and
2. Follow-through planning work required for growth management of these areas includes infrastructure, transportation, and 'Goal 5' resources, including wetlands and riparian areas; and
3. The City of Grants Pass issued a Request for Proposals (RFP) for wetlands and riparian planning services, and the RFP was advertised on the City's website, in the Grants Pass Daily Courier and in the Daily Journal of Commerce; and
4. Pacific Habitat Services, Inc. (PHS) submitted a proposal responsive to the City's RFP with an appropriate approach for the work; and
5. The City wishes to enter into a contract with PHS to perform the specified wetlands and riparian planning services; and
6. Contracts over \$50,000 require City Council authorization.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City Manager is authorized to enter into a contract with Pacific Habitat Services, Inc. for wetlands and riparian planning services, as provided in Exhibit "A".

EFFECTIVE DATE. This Resolution shall be effective immediately 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 15th day of February 2017.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this _____ day of February 2017.

Darin Fowler, Mayor

ATTEST:

Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney: _____

PROFESSIONAL SERVICES AGREEMENT



PARTIES: The CITY OF GRANTS PASS, hereinafter referred to as City, and PACIFIC HABITAT SERVICES, INC., hereinafter referred to as Consultant.

RE: Wetlands and Riparian Planning Services

Based on the terms and conditions contained herein, the Parties agree as follows:

1. **LABOR AND MATERIALS:** Consultant shall provide all labor, materials of whatever kind and character for completion of the Project. Because this is a professional services contract, City is relying on the expertise and reputation of the Consultant. Therefore, no part of this Project may be contracted out to other persons or firms without the express written consent of the City, except as previously stated in the Consultants proposal.
2. **SCOPE OF WORK:** Consultant shall provide work products and services described in Exhibit "A" in accordance with the Schedule in Exhibit "A": ***"Proposal – Grants Pass Wetlands and Riparian Corridor Planning"***
3. **PROJECT COST:** The City shall pay Consultant an amount not to exceed **\$127,797** for services listed in Section 2 above.
4. **ADDITIONAL WORK:** All additional work shall be approved by the City of Grants Pass prior to commencement of said work.
5. **ORAL MODIFICATIONS AND WAIVERS:** The City's rights and benefits under this Agreement and any parts thereof may not be orally modified or waived.
6. **WRITTEN MODIFICATIONS AND WAIVERS:** The rights and benefits of the City, under this Agreement, may be modified or waived so long as said modification or waiver is in writing and signed by the City Manager or the Director of the Parks & Community Development Department.
7. **PAYMENTS:** Consultant may submit progress billings once every 30 days. Upon satisfactory completion of services listed in Section 2 above, the Consultant shall make a written request for final payment. The City shall make final payment to the Consultant within 30 days of written acceptance by the City.
8. **WORKMANSHIP:** Consultant's performance under this Agreement shall be done in a professional manner that meets or exceeds industry and professional standards of performance.
9. **WORKERS COMPENSATION COVERAGE:** Consultant and all employers working under this Agreement are subject employers under the Oregon Worker's

Compensation Law and shall comply with ORS 656.017, which requires them to provide workers' compensation coverage for all their subject workers. Consultant shall provide proof of coverage at the time of the execution of this agreement and continuing proof of coverage during the period of this Agreement.

10. **LIABILITY INSURANCE:** Consultant shall maintain a policy of liability insurance in the form, and from an insurance company, approved by the City, which company is admitted or otherwise licensed to do business in the State of Oregon. Said insurance shall insure Consultant for the benefit of the City of Grants Pass in not less than the amount of \$1,000,000 single limit liability for each occurrence, and aggregate coverage of not less than \$2,000,000. The insurance shall cover any occurrences, resulting from any conduct, act, or failure to act, by Consultant, or by an employee, representative, or agent of Consultant, and which occurrence or occurrences result in damages of any kind, including, but not limited to, personal injury or death to any person or persons, damage to any property (personal or real), or damage to any contractual or other commercial right or interest. Consultant shall require its insurance carrier to provide to the City a certificate of insurance evidencing said coverage. Said policy shall provide that such coverage cannot be modified, terminated or canceled by the carrier without 30 days written notice sent by certified mail by the insurance carrier to the City. It is agreed that no person shall perform any acts on behalf of Consultant without having said insurance in full force and effect.

11. **COMPLIANCE WITH ALL LAWS:** Consultant shall:
 - A. Make payment promptly, as due, to all persons supplying to such Consultant labor or material for the prosecution of the work provided for in this contract.
 - B. Pay all contributions or amounts due the Industrial Accident Fund from Consultant or a subcontractor incurred in the performance of the contract.
 - C. Not permit any lien or claim to be filed or prosecuted against the state, county, school district, municipality, municipal corporation or subdivision thereof, on account of any labor or material.
 - D. Pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167.
 - E. Promptly, as due, make payment to any person, copartnership, association or corporation, furnishing medical, surgical and hospital care or other needed care and attention, incident to sickness or injury, to the employees of Consultant, of all sums which Consultant agrees to pay for such services and all moneys and sums which Consultant collected or deducted from the wages of employees pursuant to any law, contract or agreement for the purpose of providing or paying for such service.
 - F. Comply with all laws and administrative rules of the United States, the State of Oregon (including specifically ORS Chapter 279), and the City.

- G. Not fail, neglect or refuse to make prompt payment of any claim for labor or services furnished to Consultant or a subcontractor by any person in connection with this contract as such claim becomes due. If failure, neglect, or refusal occur, the proper officer or officers representing the City may pay such claim to the person furnishing the labor or services and charge the amount of the payment against funds due or to become due Consultant by reason of this agreement. The payment of a claim in the manner authorized in this section shall not relieve the Consultant or Consultant's surety from obligation with respect to any unpaid claims.
- H. Not employ any person for more than eight hours in any one day, or 40 hours in any one week, except in case of necessity, emergency, or where the public policy absolutely requires it, and in such cases the laborer shall be paid at least time and a half pay for all overtime in excess of eight hours a day and for work performed on Saturday and on any legal holiday specified in ORS 279C.540.
12. **ATTORNEY FEES:** If suit or action is brought by either Party to enforce any right created by this Agreement, the prevailing Party shall be entitled to recover in any trial court, and appellate courts, reasonable attorney fees, including costs and disbursements therein.
13. **SEVERABILITY:** In the event any court of competent jurisdiction shall hold any provision of this Agreement invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision hereof.
14. **NO REMEDY EXCLUSIVE:** The remedies specified in this Agreement are cumulative to one another and to other remedies in law and equity, and no remedy is exclusive. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right or power may be exercised from time to time and as often as may be deemed expedient. To exercise any remedy specified in this agreement it shall not be necessary to give any notice, other than such notice as set forth herein.
15. **HOLD HARMLESS:** Consultant shall indemnify, defend, and hold harmless the City, its officers, agents, and employees, from and against all claims, losses, damages, and liabilities that may arise from the performance or the failure to perform services under this agreement.
16. **ENTIRE AGREEMENT:** This document represents the entire agreement between the Parties. Prior conversations or writings between the Parties which are not specifically incorporated by reference into this Agreement may not be used by the Parties or by a Court of law to interpret the terms and conditions stated herein. Except as specifically set forth herein, prior courses of dealing and performance between the Parties, and trade usage and practices which may or may not be acceptable in the industry, also may not be used by the Parties or by

a Court of law to interpret the terms and conditions stated herein. (Madison Indus. Inc. v. Eastman Kodak Co., 243 N.J. Super. 578,581 A.2nd 85 (1990).

IN WITNESS WHEREOF, the Parties have hereto, on the dates indicated, set their hands by and through their duly authorized agents.

CONSULTANT:

By: John van Staveren, President

Pacific Habitat Services, Inc.

Signature

Date

CITY OF GRANTS PASS:

By: Aaron K. Cubic, City Manager

Date

Lora Glover, Parks & Community Development Director

Date

Karen Frerk, City Recorder

Date

Approved
As To Form: Mark Bartholomew, City Attorney

Date



RECEIVED

DEC 05 2016

CITY OF GRANTS PASS

PACIFIC HABITAT SERVICES, INC

(800) 871-9333 • (503) 570-0800 • Fax (503) 570-0855

9450 SW Commerce Circle, Suite 180
Wilsonville, OR 97070

December 2, 2016

Proposal – Grants Pass Wetlands and Riparian Corridors Planning
Attention: Karen Frerk, City Recorder
City of Grants Pass
101 NW A Street (Room 205)
Grants Pass, OR 97526

In Re: Request for Proposals – Local Wetland and Riparian Inventories

Dear Ms. Frerk:

Pacific Habitat Services (PHS) is pleased to submit this proposal to conduct a Local Wetland and Riparian Inventory and Assessment for the City of Grants Pass' new UGB Expansion Areas and the new Urban Reserve Areas, as well as the pre expansion UGB areas. PHS has conducted over 28 local wetland and riparian inventories and has consistently provided quality products that meet Statewide Planning Goal 5 requirements.

The authorized representative of PHS, its main contact and project manager will be PHS President, John van Staveren. All staff and services are in our sole office located in Wilsonville, Oregon, which is at the following address:

Pacific Habitat Services, Inc.
9450 SW Commerce Circle, Suite 180
Wilsonville, Oregon 97070

503-570-0800 • 503-570-0855 (FAX)
jvs@pacifichabitat.com

We appreciate the opportunity to propose on this exciting project. We look forward to providing the City of Grants Pass with a comprehensive **Wetland and Riparian Resource Plan**; an important tool in future community planning.

Sincerely,

John van Staveren
Project Manager

STAFFING, ORGANIZATION, PROJECT MANAGEMENT

No other company has conducted as many local wetland and riparian inventories in Oregon than **Pacific Habitat Services (PHS)**. PHS has conducted 28 wetland and riparian inventories for areas throughout Western Oregon. Our team members have conducted several more inventories while employed with Shapiro, Inc. The total area covered by these inventories is over 150,000 acres.

The PHS project team includes wetland scientists, a hydrologist, botanists, technical editors, and graphics specialists. Our extensive inventory experience means that we can conduct inventories accurately, efficiently and economically. We are very familiar with the Department of State Lands' inventory requirements, we authored the *Urban Riparian Inventory and Assessment Guide*, we understand the type of data needed to be collected in the field, our scientists have been trained in the wetland assessment methodologies, and we have the experience to even know how to communicate with landowners in a professional and respectful manner.

We are pleased to be able to propose on the Local Wetland and Riparian Inventories and Assessments. We applaud the City of Grants Pass' decision to pursue funding for this project. We have found wetland and riparian inventories to be a valuable planning tool that guides future development, wetland and riparian preservation, and even education.

Below is a description of each of the key project team members.

Team Members

John van Staveren, Project Manager, Professional Wetland Scientist (#000506)

Project Responsibility: Project Manager

John van Staveren is a certified Professional Wetlands Scientist with over 28 years of experience managing and conducting wetlands-related projects in the Pacific Northwest. He has a degree in Marine Biology and Limnology and has acquired in-depth knowledge of wetland ecology, wetland regulations, riparian systems and plant ecology through his field and managerial experience. He has managed hundreds of wetland-related projects, including 28 large-scale Local Wetland Inventories. He was the principal author for the *Urban Riparian Inventory and Assessment Guide* prepared for the Oregon Department of State Lands (used to determine Goal 5 riparian resources) and was on the committee that established the criteria for designating significant wetlands OAR 141-86-300 through 141-86-350 for purposes of Goal 5.

John will manage the project and will present at all public meetings. He will be the primary contact for the project and will be responsible for day to day supervision of work and quality control.

Key Staff

Shawn Eisner, Wetland Scientist

Project Responsibility: Fieldwork /Functional Assessment/ Aerial photographic interpretation/ Report writing/ Data synthesis/ Mapping QA/QC

Shawn has over 16 years of experience in the wetlands field, and was an important team member for the LWIs conducted for the Cities of North Albany, Molalla, North Plains, Bandon, Corvallis, Springfield, North Bethany, Bull Mountain, and Eugene. He has conducted hundreds of wetland delineations, numerous stream surveys and riparian assessments.

Amy Hawkins, Professional Wetland Scientist

Project Responsibility: Fieldwork /Functional Assessment/ Aerial photographic interpretation/ Report writing/ Data synthesis

Amy has over 16 years of experience in the wetland field. She has conducted wetland delineations and riparian assessments. Amy has applied OFWAM and HGM to numerous wetlands in the Willamette Valley and has been trained in the Oregon Rapid Wetland Assessment Protocol (ORWAP).

Technical Staff

Fred Small, Botanist, Wetland Scientist

Project Responsibility: Fieldwork /Functional Assessment/ Aerial photographic interpretation/ Report writing/ Data synthesis

Fred has over 24 years of experience in the wetlands field. He has been conducting wetland delineations and inventories in Oregon since 1992 and is one of the State's most experienced botanists. He has conducted wetland delineations in all parts of the state. He has played a significant role in over a dozen Local Wetland Inventories. Fred has applied OFWAM to numerous wetlands as part of the Local Wetland Inventory process, has applied HGM to numerous wetlands in the Willamette Valley, and has been trained in the Oregon Rapid Wetland Assessment Protocol (ORWAP).

Craig Tumer, Professional Wetland Scientist

Project Responsibility: Fieldwork /Functional Assessment/ Aerial photographic interpretation/ Report writing/ Data synthesis

Craig is a certified Professional Wetlands Scientist, with over 24 years of experience in the wetland field. He has conducted numerous wetland delineations and riparian assessments, and has applied OFWAM and HGM to numerous wetlands in the Willamette Valley. He is a certified wetland delineator.

Caroline Rim, Wetland Scientist

Project Responsibility: Fieldwork / Aerial photographic interpretation

Caroline Rim has over 20 years of experience conducting wetland and riparian inventories for PHS. She has also conducted numerous wetland delineations, interpretations of aerial photographs, wetland assessments, and technical report writing. She played a major role in the LWI's for the Cities of Albany, Sutherlin, and Corvallis. Caroline is a certified in amphibian and reptile survey techniques.

Dale Groff, Hydrologist

Project Responsibility: Fieldwork / Aerial photographic interpretation

Dale has over 21 years of experience in the wetlands field. He has conducted numerous wetland delineations, wetland assessments, and written dozens of technical reports. He has assessed the hydrology and landscape setting for numerous inventories, including Albany, Arch Cape, Sutherlin, Corvallis, and Eugene. Dale is a registered geologist in Training.

Management Structure

John will manage all work associated with the inventories and assessments; however Shawn Eisner and Amy Hawkins will provide co-management responsibilities. John will be responsible for all billings associated with the project and final review of all work products. John will also present at the public meetings, but have either Shawn or Amy there for support.

No subcontractors will be used on this project.

QUALIFICATIONS AND EXPERIENCE

PHS has conducted 28 large-scale Local Wetland and Riparian Inventories. Inventory locations range from developed urban areas such as the City of Albany to expanding coastal communities such as the City of Florence, Yachats, Bandon, Reedsport and Arch Cape. The inventories have provided valuable experience in accurately identifying a variety of wetland types over large geographic areas.

PHS personnel also have extensive experience conducting public workshops and working with Citizens Advisory Committees. Public presentations are routinely conducted as part of the LWI process. PHS firmly believes that public involvement is essential for public acceptance and understanding of the project goals and implications to landowners. Public presentations for the Local Wetland Inventories explain wetland inventory methodologies, wetland regulations, and the results of the inventory to local landowners.

We understand not only the LWI process, but also the purpose of the inventories, which is to provide information to cities about significant natural resources. This information provides the basis for developing local ordinances to protect these resources. John van Staveren, as a member of a 1996 Department of Land Conservation and Development Technical Advisory Committee, produced the criteria for Significant Wetlands for Statewide Planning Goal 5. PHS team members have also worked with the Cities of Reedsport, Happy Valley, and Albany to draft land use ordinances regulating activities in significant wetlands and riparian corridors.

Our team's experience conducting wetland inventories and our knowledge of DSL inventory requirements will enable us to complete this project accurately and efficiently. The following page (Table 1) show all the LWIs completed by PHS. Page 6 contains relevant projects with the required reference information.

Table 1. List of Similar Projects Completed by Pacific Habitat Services, Inc.

Project Title and Location	Total Acres
City of Albany, East of I-5 Local Wetlands and Riparian Inventories	1,800
City of Albany, North Albany Local Wetlands and Riparian Inventories	7,161
City of Albany, Oak, Calapooia, Willamette Local Wetlands & Riparian Inventories	2,170
Arch Cape, Clatsop County Local Wetlands & Riparian Inventories	462
Bull Mountain Planning Area, Washington County Local Wetlands Inventory	712
City of Bandon Local Wetlands and Riparian Inventories	2,860
City of Cascade Locks Local Wetlands Inventory	1,394
City of Corvallis Local Wetlands Inventory	17,965
City of Depoe Bay Inventory and Assessment of Natural Resources	1,140
City of Dunes City Local Wetlands and Riparian Inventories	2,820
City of Eugene Local Wetlands Inventory	39,658
City of Florence Local Wetlands & Riparian Inventories	5,400
City of Gold Beach Local Wetlands & Riparian Inventories	2,466
City of Molalla Local Wetlands & Riparian Inventories	1,780
North Bethany Planning Area - Washington County Local Wetlands Inventory	781
City of North Plains Local Wetlands, Riparian, & Wildlife Habitat Inventories	697
City of Reedsport Local Wetlands & Riparian Inventories	3,000
City of Scappoose Local Wetlands & Riparian Inventories	4,000
City of Springfield Wetland Assessment and Determination of Significant Wetlands	12,800
City of Springfield Local Wetland & Riparian Inventories	677
City of Sweet Home Local Wetlands & Riparian Inventories	3,520
City of Sutherlin Local Wetlands & Riparian Inventories	5,981
City of Waldport Local Wetlands and Riparian Inventories	1,790
City of Winston Local Wetlands and Riparian Inventories	2,989

REFERENCES

Project: North Bethany Urban Growth Boundary Expansion Area, Washington County
Local Wetlands Inventory

Area: 781 acres

Date: 2009

Description: This project included the inventory of wetlands and the assessment of these areas using OFWAM, to determine Locally Significant Wetlands. We attended several public meetings. We also conducted a determination of significant wildlife habitat for Washington County.

Products: 1"=400' maps, technical report and Section 422 of Bethany Creek
Approved Local Wetland Inventory

Reference: Carrie Pak, Tualatin Valley Water District
(503) 848-3000
Carrie.Pak@tvwd.org

Project: City of Eugene
Local Wetland & Riparian Inventories

Area: 880 acres

Date: In Process

Description: PHS is currently conducting a Local Wetlands and Riparian Inventories for 4 expansion areas for the City of Eugene. Wetlands were assessed using OFWAM and riparian areas were assessed using URIAG. Significant wetlands were determined according to DSL criteria.

Products: 1"=400' maps, technical report, analysis to determine significant riparian areas
In Process

Reference: Alissa Hansen, Project Manager
City of Eugene
(541) 682-5508
Alissa.H.Hansen@ci.Eugene.or.us

Project: Bonney Slope West - Washington County Expansion Area
Local Wetland & Riparian Inventories

Area: 200 acres

Date: 2016

Description: PHS conducted Local Wetlands and Riparian Inventories for the Bonney Slope West expansion area of Washington County. Wetlands were assessed using OFWAM and riparian areas were assessed using URIAG. Significant wetlands were determined according to DSL criteria.

Products: 1"=400' maps, technical report, analysis to determine significant riparian areas
Approved Local Wetland Inventory

Reference: Suzanne Savin, Project Manager
Washington County
(503) 846-3963
Suzanne_Savin@co.washington.or.us

PROJECT DESCRIPTION / APPROACH

Below is our written quote with a list of major tasks and work products. Table 2 (Page 12) shows the approximate timelines for the work tasks. Our cost breakdown by major tasks is attached at the end of this proposal.

Task 1 Project Orientation and Planning

Prior to any fieldwork or mapping, it is important to have a productive kick-off meeting. We understand that all of the stakeholders will attend the meeting (e.g. City, DLCD, and DSL). The kick-off meeting will allow us to review the scope of work, project responsibilities, work products, and schedules.

Task 2 Base and Field Map Production

The base maps will include preliminary wetland mapping based on existing information sources (SCS hydric soils mapping, National Wetlands Inventory mapping, DSL, etc.). PHS will review the preliminary maps to determine whether additional areas of potential wetlands may need to be included. This will ensure that all potentially affected property owners are notified and may increase the number of properties where access is allowed.

Task 3 Initial Public Information and Landowner Notification

The City of Grants Pass will post a notice of a public meeting to introduce the LWI concept to affected landowners and the interested public. A flyer may be mailed to affected landowners explaining the project's goals and to request access onto their property in order to conduct on-site wetland determinations.

PHS will attend public meetings, which will be held prior to the start of the field inventory and before access permission cards are due. Public participation at the workshops is an essential component of the LWI process. Citizens and property owners who live and work in the study area often provide valuable information regarding land use patterns and historic site conditions.

The objective of these first workshops will be to introduce the participants, and explain to property owners and interested citizens why the City has chosen to conduct a wetland and riparian inventory. Toward that end, PHS will describe ways that the inventory can benefit the entire community. Benefits include certainty for landowners and developers as to the location and quality of natural resources, which can lead to better informed land-use decision-making.

Through the use of a PowerPoint presentation, John will provide an introduction to wetlands and their functions and describe how the firm will conduct the inventory. A representative of DSL will provide background on current wetland regulations. We assume a representative of the City will further explain the purpose and need for the project on the local level and how the inventory can aid the course of future planning. PHS will be available to answer questions and meet with individual property owners who are concerned with the inventory process. We will bring examples of other LWI's that we have completed and that have been approved by DSL.

Following the first public meeting and after the end of the notification period, the City will compile a database with property owners' responses (i.e. access denied, granted, or must call first).

Task 4 Conduct Local Wetland Inventory and Riparian Areas Inventory

Following the public notification process, the City will provide information on properties where access has either been granted, denied, or will require notification prior to site access, along with contact information as necessary. This information will be incorporated onto base maps at the same scale as the aerial photographs used in the field. Prior to conducting the field work, we will request database information on rare, threatened and endangered species from the Oregon Biodiversity Information Center (ORBIC).

Both on- and off-site field determinations will be conducted according to the standards established under Oregon Administrative Rules 141-086-0180 through 141-086-0240. Though wetland boundaries will not be flagged in the field, all wetland boundaries will be identified using the Corps of Engineers' *Wetland Delineation Manual Technical Report Y-87-1* and the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Arid West*.

A team of scientists will visit each potential wetland area in order to determine its approximate boundaries and functional characteristics. Each wetland visited in the field and greater than 0.1 acres in size will receive a unique code identifying the name of the watershed it is in and a number. If access is not granted and the wetland boundaries are not obvious, the minimum mapping size shall be 0.5 acres

Data will be collected in each wetland and in the adjacent upland to document the presence or absence of wetland indicators. Each wetland will also be classified according to wetland plant community type (following Cowardin et. al.) and by hydrogeomorphic (HGM) class. Additional sample points may be taken to document changes in plant community or wetland class. Wetlands will be documented photographically and their boundaries drawn on aerial photos provided by the City.

Wetland Assessment: An assessment of wetland functions will be conducted concurrently with the inventory field work. At each wetland identified through the inventory, additional data will be collected regarding the site's plant communities, hydrologic sources, adjacent land-uses, and overall wetland characteristics. This information is linked to the questions contained in the *Oregon Freshwater Wetland Assessment Methodology (OFWAM)*.

The OFWAM assessment will evaluate wetland functions and wetland conditions for each wetland unit. The first step in conducting the assessment is to determine whether the wetland is of *special interest for protection* (i.e. are rare, threatened, or endangered species known to utilize the wetland). The second step is to complete the wetland characterization section, based on data collected in the field as well as on interpretation of larger watershed characteristics. Finally, answers for each function and condition question are incorporated into computerized datasheets. A summary sheet explaining the results for each of the functions and conditions is produced for each wetland. Based on the results of the OFWAM assessment and knowledge of the individual wetlands, PHS will apply the Locally Significant Wetlands criteria to determine which of the wetlands will have local development restrictions.

Following completion of the field work, PHS will develop final wetland codes, sample point labels, wetland and watershed boundaries to be incorporated in the report and digital maps.

We understand the City wants to pursue the standard Goal 5 process (and not the safe harbor option). This means classifying wetlands into the City's existing protection categories and using the existing regulations for those categories (Not Locally Significant, Development Class, Conservation Class, and Protection Class). This requires the preparation of a Goal 5 Economic, Social, and Environmental, and Energy Impacts (ESEE) analysis. We have reviewed the 1996 Grants Pass Wetland Resource Plan and have a good understanding of what will work for the City. John van Staveren has prepared ESEE analyses for other jurisdictions and will take the lead for the City. We also understand that other best practices will be considered and may be utilized for the protection program.

Riparian Inventory and Assessment: PHS developed the *Urban Riparian Inventory and Assessment Guide* (URIAG) to determine the riparian width and quality on all fish-bearing streams. Using URIAG, riparian corridors are broken into "reaches" with similar characteristics, such as vegetation patterns or land use. Each riparian reach has a right and left side, looking downstream. It relies on a combination of available knowledge, field observations, and best professional judgment. The methodology is comprised of a riparian inventory and a riparian assessment. The riparian inventory involves gathering and assimilating information pertinent to the project site, developing a base map, and completing the riparian characterization form.

The riparian characterization form includes a determination of the riparian width which is measured from the edge of the water resource (typically either the top of a streambank or the outer edge of a wetland, lake, or pond). Riparian areas on both sides of a stream channel are assigned separate widths. The potential width of the riparian area is based on the dominant riparian tree species within 100 feet of the water resource. The height of the dominant tree species at maturity is used as a distance to define the outer riparian boundary. The height of the tree species at maturity is called the site potential tree height (SPTH).

SPTH is used as the potential riparian width because it represents a distance in which a tree can still affect the water resource (e.g. provide shade, provide organic material). Where riparian area trees have been eliminated by land-use activities, such as development, farming, or by natural causes, such as landslides, it may be necessary to extrapolate tree heights from a reference site. Although the riparian widths never exceed the PTH, they can be less than the PTH if impervious surfaces or permanent structures (e.g. buildings or roads) are inventoried within the SPTH.

As with the LWI, a part of the riparian inventory process is determining the quality of the riparian area. In URIAG this is accomplished by reviewing functions including water quality, flood management, thermal regulation, and wildlife habitat. The riparian assessment is completed by answering a series of questions for each function. Because certain elements or characteristics of a riparian area are more critical to its function, the answers are "weighted". The points are then totaled for each reach and for each function. The results indicate whether the functional integrity of each riparian area is high, medium, or low.

For riparian corridors, we will implement either the standard Goal 5 process (i.e. ESEE analysis) or adopt the simpler safe harbor option.

Mapping: Following completion of field work, PHS will meet with City and DSL staff to review draft mapping and assessment units. These maps will be the aerial photographs with the wetland boundaries, data points, and field codes. The function of this meeting will be to discuss the assessment units and final coding of the wetlands prior to generating the draft maps. Once agreement has been reached, the information on the aerial photo base maps will be scanned or digitized and then transferred to a digital format, with points and polygons created from the scanned and referenced file for generation of Arc/Info shape files.

Wetland and Riparian Resource Plan: The first part of the report will describe the inventory and assessment methodologies and the general wetland and riparian definitions and criteria. The rest of the report will include a general description of the topography, hydrology, and soils within the LWI boundaries. These will be followed by more specific discussions of the wetland areas, including preliminary total wetland acreage, location, distribution, plant communities, and any observations of rare, threatened or endangered plants and animals, and a discussion of riparian inventory and assessment results. Following the narrative will be a series of appendices, which will present the field determination data sheets, wetland summary sheets, OFWAM assessment and summary sheets, photodocumentation, riparian data sheets, and digitized inventory maps.

A field review of draft inventory products will be conducted with the City and DSL to verify mapping accuracy and data interpretation. This field meeting will assist with the draft review and comment phase prior to the second public meeting. Changes from the field review will be incorporated into the draft maps before the meeting.

Task 5 Property owner information regarding wetland and riparian areas for public meetings

PHS will present at as many meetings as the City feels are necessary to discuss the inventory results. The objective of the meetings is to present property owners and citizens the draft inventory of wetlands and riparian areas. During this meeting, PHS will present draft versions of the computer-generated inventory maps, as well as copies of the OFWAM and Locally Significant Wetland results. The maps will be a composite of the base-map information, including tax lots, and the wetland boundaries. This will allow individual property owners to identify their parcel in relation to the mapped wetland areas. This second meeting will provide another level of review and quality control. Any revisions to the inventory boundaries or data sheets will be incorporated into the final report.

PHS will provide all field notes, aerials, and draft map and report products for DSL review and coordinate with DSL to clarify and correct any areas of concern. The final inventory and report will be produced following incorporation of all revisions and recommendations generated during the draft review process. The final report will contain additional and updated information including wetland distribution and acreages, a project area plant list, a list of significant wetlands, HGM and Cowardin classification summaries, riparian inventory results and all mapping revisions. The final report and maps will meet the Local Wetlands Inventory Standards and Guidelines (OAR 141-086-0180 to 141-086-0240). The City will be provided with hard and electronic copies of the written documents and graphics, as described in the RFP.

Data Accuracy: Data accuracy is critical to the inventory and planning process. All of our inventories have been conducted to specific standards to ensure that data is collected efficiently and consistently to meet DSL requirements. To ensure accurate gathering and assessment of data, teams of at least two wetland scientists conduct the field investigations. Data will be collected in each wetland area to accurately map the location of wetlands and adjacent uplands and field notes will be taken about the wetland characteristics. Each wetland will also be classified according to the methodology of Cowardin et. al. (1979). Additional sample points will be taken to document changes in plant community or wetland classification. The technical report, including data sheets and assessment sheets, will be reviewed by the project manager, the assistant project manager, and a technical editor for accuracy, content, and consistency. Many of the data sheets are linked, ensuring that information from one sheet is accurately transferred to associated forms.

This general approach to data collection and review has been used successfully on all of our Local Wetland Inventories. Due to our thoroughness the review by DSL has been smooth and has required few changes.

Mapping Accuracy: All mapping products will be reviewed for accuracy and clarity. Reviews by field personnel and the project manager will be conducted at numerous stages throughout the project. Wetland boundaries transferred from aerial photographs to the computer base map will be checked at least twice in the office and once in the field. Maps will be rectified to ensure that boundaries from aerial photographs are located correctly on the parcel-based map.

Each wetland will receive a unique code identifying the subbasin name and the number of the wetland within the subbasin, as well as the sample point number and location. This coding will be linked to data sheets associated with the wetland.

Quality control is a team priority. This includes accurate and efficient data collection, accurate and legible graphics, and concise written documents. Fieldwork will be conducted in a timely manner and within budget. Data collected in the field is entered into computer spreadsheets and reviewed by at least two team members for accuracy. Documents, graphics, and data forms undergo a thorough review process, including a final review by the project manager. Our office has AutoCAD and Arc-Info capabilities, computer scanners, modems and electronic mail capability.

A final check of inventory boundaries will be conducted using the parcel-based map to ensure that wetland boundaries agree with tax lot boundaries. In addition, following the public notification period, tax lots where access is denied will be noted on the base maps.

In addition to the internal review, the public meetings provide another layer of review to ensure accuracy of mapping. Any errors in mapping noted during the public review and verified in the field will be corrected on the final maps.

PROJECT SCHEDULE

Table 2 shows a preliminary schedule that should achieve project success; however, targets dates can be changed as needed.

Task 1	Project Orientation and Planning	February 2017
Task 2	Base and Field Map Production	March through May 2017
Task 3	Initial Public Information and Landowner Notification	Mid-February 2017
Task 4	Conduct a Local Wetlands Inventory and Riparian Areas Inventory	April through June 2017 (Field work) July through August (Report preparation)
Task 5	Property Owner Information Regarding Wetland and Riparian Areas for Public Meetings	To be scheduled in September or October 2017

COST PROPOSAL

Our cost breakdown for the project is attached at the end of this proposal.

SAMPLE WORK PRODUCT

Using the link below, please access any of our reports and maps as an example of our work product. Suggestions could be Bonny Slope West and North Bethany for Washington County.

http://www.oregon.gov/dsl/WETLAND/Pages/lwi_disclaimer_agree.aspx



City of Grants Pass - Local Wetland and Riparian Inventory for UGB Expansion Areas, Urban Reserves, and pre Expansion UGB areas

Project #: 6116

Date: 12/5/2016

Project Personnel:					
	PM	B2	B1	GIS	ADM
Task 1	Project Orientation and Planning				
	18	24	8	8	2
Task 2	Base Map and Field Preparation				
	12	28	8	24	6
Task 3	Initial Public Information and Landowner Notification				
	32	26	8	30	0
Task 4	Inventories and Assessments				
	* Conduct Wetland Inventory Field Work, Wetland Assessment, and Determine Significance				
	* Conduct Standard and Safe Harbor Riparian Inventory				
	110	354	264	96	80
Task 5	Property owner information regarding wetland and riparian areas for public meetings				
	38	24	0	6	2

Personnel:	PM	B2	B1	GIS	ADM
Hourly rate:	\$125	\$101	\$98	\$78	\$68
Total hours:	210	456	288	164	90

Labor costs:	\$26,250	\$46,056	\$28,224	\$12,792	\$6,120
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PROJECT TEAM:	
PM	John van Staveren, Project Manager
B2	Biologist 2
B1	Biologist 1
GIS	GIS specialist
ADM	Administrative/Technical Editor

	Disbursements*:			Task Totals*
	Travel	Misc. Per Diem	Sub-Total	
	\$254	\$284	\$538	\$6,756
	\$254	\$284	\$538	\$7,930
	\$254	\$40	\$294	\$10,044
	\$1,852	\$3,692	\$5,544	\$93,848
	\$1,015	\$426	\$1,441	\$9,219

Total Labor	\$119,442
*Total Disbursements	\$8,355
Project Total:	\$127,797

Notes: *Travel \$0.54/mi
\$142 Per diem equals lodging plus meals & incidentals per person per overnight stay (for Grants Pass, OR; Source = GSA.gov)

Item: Motion acknowledging the receipt of the monthly and quarterly financial reports for quarter ended December 2016.

Date: February 15, 2017

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.

COST IMPLICATION:

None.

RECOMMENDED ACTION:

It is recommended the Council acknowledge the receipt of the monthly and quarterly financial reports for December 2016.

POTENTIAL MOTION:

I move to acknowledge the monthly and quarterly financial reports.

ITEM: 3.f. MOTION ACKNOWLEDGING RECEIPT OF THE MONTHLY AND QUARTERLY FINANCIAL REPORTS FOR THE QUARTER ENDED DECEMBER 2016.

CITY OF GRANTS PASS
MONTHLY & QUARTERLY FINANCIAL REPORT
December 2016
Discussion & Analysis



As December marks the end of a quarter, attached in this month's financial report package are the City's monthly and quarterly reports as follows:

Quarterly Reports:

- Monthly Financial Report for December 2016 (by % of prorated budget) – also shows beginning and ending budgetary fund balances
- Expanded Year-To-Date Revenue Summary by Program/Activity (by % of annual budget) – shows the revenues by category in each fund or division
- Expanded Year-To-Date Expenditure Summary by Program/Activity (by % of annual budget) – shows the expenditures by category in each fund or division
- Quarterly Capital Fund and Capital Project Report
- Investment Summary as of quarter end

In reviewing the monthly reports, since this is a prorated budget variance report any variances significantly different from 100% would imply either seasonality or true variances. The quarterly reports are budget variance reports by the percentage of the annual budget. Therefore in reviewing the quarterly reports any budget variances significantly different from 50% would imply seasonal considerations or true variances.

Revenues

The majority of the general fund revenues are either seasonal or come in on a quarterly basis right after the end of each quarter. Many types of franchise taxes and revenue sharing amounts are typically posted when received a month or a quarter in arrears except at fiscal year-end, and most of the property tax revenue comes in during November and December. With property taxes being by far the largest single source of revenue for city governmental services (going entirely to Public Safety services/facilities), December is the month during the year where general fund revenues and cash balances are typically at their peak compared to budget. Almost all the property tax turnovers come to the City from Josephine County during the months of November and December, therefore towards the end of the fiscal year the General Fund balance is drawn back down and revenues end up being very close to budgeted amounts (rather than looking like they are over budget as shown in this quarterly report).

To help with analyzing expected property tax revenues versus budget for the full fiscal year, the City received the 2016 assessment report from Josephine County during the quarter which showed a change to assessed values for the Fiscal Year ending June 30, 2017 almost exactly as projected during last year's budget process. The total assessed

value increase for the current fiscal year was 3.7% which is the same as the amount projected in the budget, which means the main revenue source for Public Safety divisions is on track this year. Approximately 2.2% of the increase was due to new construction and about 1.5% was due to an increase in assessed values on existing properties.

Revenues in the Building Division are a key indicator of the level of property development happening in the City. And the first half of fiscal 2017 showed an extremely strong amount of activity in building compared to budget. As of December, the Building Division had already achieved 83% of its total revenue budget for the full fiscal year. This pace may not keep up for the rest of the year, but there is a significant amount of work still in the pipeline. Planning revenues and all System Development Charge (SDC) revenues are also trending well above budget so far this fiscal year as they are closely tied to the level of development activity.

Both the Water Fund and Wastewater utility funds' revenues are running slightly high (compared to prorated budget) due to late summer and early fall being the peak season billing and the season of higher water use. And in a year over year comparison, user fee (charges for services) revenues are as follows compared to the first half of FY16:

<u>Water Utility Fees:</u>	+1.8% (annual COLA + new accounts and increased water use)
<u>Wastewater Utility Fees:</u>	+7.0% (annual COLA + new accounts and increased water use)
<u>Street Utility Fees:</u>	+6.6% (annual COLA adjustment + new accounts)

For many internal service funds, revenue for month/year will be close to the prorated budget amounts or 50% of annual amounts for this quarter due to charging out for services at even increments throughout the year. Standard monthly charges happen throughout the year for the Administrative Services Fund, the Garage and Equipment Replacement Funds, the Information Technology Fund, the Community Development Management Fund, the General Insurance Fund, and the Property Management Fund (different calculation methodologies behind the total annual charges for each of these funds). The Engineering Fund has a mix of fixed charges and variable charges based on capital project/development activity while the Workers Compensation Insurance Fund and Health Insurance Fund assess charges regularly throughout the year based on the payroll cycle.

Expenditures

As personnel expenditures are the largest component of expenditures in most operating budgets for a service organization like the City, it's important to watch the payroll cycle when reviewing monthly and quarterly budget reports. Payrolls occur every two weeks throughout the year, leaving 26 pay periods in the year and two months in the year where there are three payrolls posted in the month rather than just two payrolls posted. The month of December had three payrolls posted in the month which makes the budget report for that one month period look like expenditures were above the prorated budget for the month in some operating divisions. But the fiscal year-to-date results as of December 31st should be a good representation of how each budget area is performing for the first six months of this fiscal year. To date, all areas are on track with

the prorated year-to-date budget to come in at or below budget for this fiscal year when considering some of the seasonal or one-time transactions such as interfund transfers.

It's also important to remember when looking at the expanded quarterly expenditure report that capital project funds only budget for "capital outlay" line item expenditures, but as projects move forward the expenditures are posted in a variety of expenditure categories such as supplies or contractual services. Looking at the total expenditures versus budget in the capital project funds is a better way of reviewing expenditure activities for this type of fund.

Budget Adjustments / Other Fiscal Activity for FY'17

There were two budget adjustments approved in the second quarter of Fiscal 2017. The first was a \$24,000 budget adjustment for the General Fund, General Program Operations division for a public private partnership with St. Vincent de Paul for a new mobile kitchen operation that would replace serving meals from their downtown location. The second was an \$848,000 budget adjustment for General Fund, General Program Operations for a proposed Intergovernmental Agreement with the Grants Pass Irrigation District (GPID). However, the final proposed GPID agreement was not approved and discussions are ongoing. Both adjustments were appropriation transfers from the General Fund contingency (a component of the ending fund balance for the General Fund) and therefore any part of these budget adjustments used would result in drawing down the General Fund balance more than what was otherwise planned in the original adopted budget.

Annual Financial Audit: The City's annual financial audit was completed during November and December, and the City issued the Comprehensive Annual Financial Report (CAFR) shortly after completion of the audit in December. All the City's monthly, quarterly, and annual financial reports and budget reports are available online under the Finance Department's section of the City website here:

<http://www.grantspassoregon.gov/155/Finance-Department>

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 Director
phone: 541-450-6021

City of Grants Pass
101 NW A Street
Grants Pass, OR 97526
www.GrantsPassOregon.gov



CITY OF GRANTS PASS
MONTHLY FINANCIAL REPORT

December 31, 2016

unaudited Budget to Actuals

	ANNUAL BUDGET		December ACTUAL ***		% OF MONTH BUDGET		YEAR-TO-DATE BUDGET		YEAR-TO-DATE ACTUAL ***		% OF YEAR-TO-DATE BUDGET	

General Fund:	ANNUAL BUDGET		December ACTUAL ***		% OF MONTH BUDGET		YEAR-TO-DATE BUDGET		YEAR-TO-DATE ACTUAL ***		% OF YEAR-TO-DATE BUDGET	
Revenues												
Beginning Balance	\$	11,568,670					\$	11,568,670	\$	13,339,337		
Property Tax	\$	17,312,215	\$	1,442,685	\$	8,272,427	573%	\$	8,656,108	\$	15,170,752	175%
Franchise & Other Taxes	\$	3,368,530	\$	280,711	\$	50,058	18%	\$	1,684,265	\$	1,096,695	65%
Licenses & Permits	\$	364,000	\$	30,333	\$	24,350	80%	\$	182,000	\$	265,901	146%
Inter-Governmental & Grants	\$	1,730,300	\$	144,192	\$	153,125	106%	\$	865,150	\$	673,019	78%
Fees & Charges for Service	\$	1,991,850	\$	165,988	\$	256,773	155%	\$	995,925	\$	1,283,587	129%
Interest Income (misc)	\$	86,000	\$	7,167	\$	17,973	251%	\$	43,000	\$	47,825	111%
Other Revenue	\$	183,925	\$	15,327	\$	16,561	108%	\$	91,963	\$	46,924	51%
Transfers	\$	1,356,300	\$	113,025	\$	-	0%	\$	678,150	\$	911,213	134%
TOTAL RESOURCES	\$	37,961,790	\$	2,199,427	\$	8,791,267	400%	\$	24,765,230	\$	32,835,253	133%

Expenditures	
Council and General Operations	\$ 2,495,568 \$ 207,964 \$ 42,575 20% \$ 1,247,784 \$ 502,875 40%
Public Safety	\$ 19,653,890 \$ 1,637,824 \$ 1,825,357 111% \$ 9,826,945 \$ 9,085,573 92%
Parks & Recreation	\$ 2,162,781 \$ 180,232 \$ 127,753 71% \$ 1,081,391 \$ 890,347 82%
Community Development	\$ 1,410,865 \$ 117,572 \$ 114,397 97% \$ 705,433 \$ 602,797 85%
Economic Dev/Tourism/Downtown Dev.	\$ 1,075,227 \$ 89,602 \$ 77,587 87% \$ 537,614 \$ 518,322 96%
Transfers out	\$ 2,110,500 \$ 175,875 \$ - 0% \$ 1,055,250 \$ 1,720,000 163%
Contingency & Ending Balance (Budgetary)	\$ 8,137,988 \$ 175,875 \$ - \$ 8,137,988 \$ 18,423,967
Ending Balance Building (Budgetary Basis)	\$ 914,971 \$ 914,971 \$ 1,091,372
TOTAL REQUIREMENTS	\$ 37,961,790 \$ 2,409,069 \$ 2,187,669 91% \$ 23,507,375 \$ 32,835,253

Fund Balance End of Period GAAP Basis (Includes Interfund Loans Out \$1,460,000) \$ 20,975,339

Transient Room Tax:	
Beginning Balance	\$ 168,500 \$ 168,500 \$ 216,958
Revenues	\$ 1,464,200 \$ 122,017 \$ 23,737 19% \$ 732,100 \$ 916,156 125%
Expenditures	\$ 10,900 \$ 908 \$ 2,625 289% \$ 5,450.00 \$ 5,750 106%
Transfers out	\$ 1,571,800 \$ 130,983 \$ - 0% \$ 785,900 \$ 1,079,068 137%
Ending Balance/Contingency (Budgetary)	\$ 50,000 \$ 50,000 \$ 48,296 Budgetary Balance**

**CITY OF GRANTS PASS
MONTHLY FINANCIAL REPORT**

December 31, 2016
unaudited Budget to Actuals

	ANNUAL BUDGET	December BUDGET	December ACTUAL ***	% OF MONTH BUDGET	YEAR- TO-DATE BUDGET	YEAR- TO-DATE ACTUAL ***	% OF YEAR- TO-DATE BUDGET
Street Utility:							
Beginning Balance	\$ 1,310,749				\$ 1,310,749	\$ 1,333,200	
Revenues	\$ 3,062,044	\$ 255,170	\$ 289,699	114%	\$ 1,531,022	\$ 1,449,364	95%
Transfers in	\$ 385,500	\$ 32,125	\$ -	0%	\$ 192,750	\$ -	0%
Expenditures	\$ 2,386,224	\$ 198,852	\$ 177,740	89%	\$ 1,193,112	\$ 918,235	77%
Transfers out	\$ 1,665,000	\$ 138,750	\$ 9,321	7%	\$ 832,500	\$ 1,126,361	135%
Ending Balance/Contingency (Budgetary)	\$ 707,069				\$ 707,069	\$ 737,968	Budgetary Balance**
CD Block Grant / HUD:							
Beginning Balance	\$ 939,000				\$ 939,000	\$ 958,040	
Revenues	\$ 410,100	\$ 34,175	\$ 26,143	76%	\$ 205,050	\$ 90,332	44%
Expenditures	\$ 875,000	\$ 72,917	\$ 32,314	44%	\$ 437,500	\$ 57,840	13%
Ending Balance/Contingency (Budgetary)	\$ 474,100				\$ 474,100	\$ 990,532	Budgetary Balance**
Debt Service, Gen Obligation and Bancroft:							
Beginning Balance	\$ 76,850				\$ 76,850	\$ 166,548	
Revenues	\$ 3,291,600	\$ 274,300	\$ 542,564	198%	\$ 1,645,800	\$ 1,055,134	64%
Expenditures	\$ 1,303,100	\$ 108,592	\$ 2,990	3%	\$ 651,550	\$ 71,618	11%
Transfers out	\$ 2,000,000	\$ 166,667	\$ -	0%	\$ 1,000,000	\$ -	0%
Ending Balance/Contingency (Budgetary)	\$ 65,350				\$ 65,350	\$ 1,150,064	Budgetary Balance**
Transportation Capital Projects:							
Beginning Balance	\$ 3,527,577				\$ 3,527,577	\$ 4,522,778	
Revenues	\$ 1,956,750	\$ 163,063	\$ 16,601	10%	\$ 978,375	\$ 912,234	93%
Transfers in	\$ 2,015,000	\$ 167,917	\$ 9,321	6%	\$ 1,007,500	\$ 1,476,361	147%
Expenditures	\$ 7,469,327	\$ 622,444	\$ 994,001	160%	\$ 3,734,664	\$ 3,374,411	90%
Transfers out	\$ 30,000	\$ 2,500	\$ -	0%	\$ 15,000	\$ 30,000	200%
Ending Balance/Contingency (Budgetary)	\$ -				\$ -	\$ 3,506,962	Budgetary Balance**

**CITY OF GRANTS PASS
MONTHLY FINANCIAL REPORT**

December 31, 2016
unaudited Budget to Actuals

	ANNUAL BUDGET	December BUDGET	December ACTUAL ***	% OF MONTH BUDGET	YEAR- TO-DATE BUDGET	YEAR- TO-DATE ACTUAL ***	% OF YEAR- TO-DATE BUDGET
Solid Waste and Capital Projects:							
Beginning Balance	\$ 1,574,087				\$ 1,574,087	\$ 1,577,659	
Revenues	\$ 696,310	\$ 58,026	\$ 35,825	62%	\$ 348,155	\$ 224,402	64%
Transfers in	\$ 5,000	\$ 417	\$ -	0%	\$ 2,500	\$ -	0%
Expenditures	\$ 2,013,565	\$ 167,797	\$ 41,041	24%	\$ 1,006,783	\$ 306,934	30%
Transfers out	\$ 29,000	\$ 2,417	\$ -	0%	\$ 14,500	\$ -	0%
Ending Balance/Contingency (Budgetary)	\$ 232,832				\$ 232,832	\$ 1,495,127	Budgetary Balance**
Storm Drain and Capital Projects:							
Beginning Balance	\$ 200,058				\$ 200,058	\$ 355,069	
Revenues	\$ 25,500	\$ 2,125	\$ 8,494	400%	\$ 12,750	\$ 93,790	736%
Transfers in	\$ 80,000	\$ 6,667	\$ -	0%	\$ 40,000	\$ 80,000	200%
Expenditures	\$ 305,558	\$ 25,463	\$ 4,159	16%	\$ 152,779	\$ 31,494	21%
Ending Balance/Contingency (Budgetary)	\$ -				\$ -	\$ 497,365	Budgetary Balance**
83 Lands and Buildings Capital Projects:							
Beginning Balance	\$ 4,054,575				\$ 4,054,575	\$ 4,672,622	
Revenues	\$ 5,310,626	\$ 442,552	\$ 11,876	3%	\$ 2,655,313	\$ 122,183	5%
Transfers in	\$ 4,018,500	\$ 334,875	\$ -	0%	\$ 2,009,250	\$ 1,387,855	69%
Expenditures	\$ 13,383,701	\$ 1,115,308	\$ 53,627	5%	\$ 6,691,851	\$ 500,285	7%
Ending Balance/Contingency (Budgetary)	\$ -				\$ -	\$ 5,682,375	Budgetary Balance**
Wastewater Fund:							
Beginning Balance	\$ 2,528,197				\$ 2,528,197	\$ 2,773,126	
Revenues	\$ 6,230,150	\$ 519,179	\$ 676,788	130%	\$ 3,115,075	\$ 3,432,859	110%
Expenditures	\$ 4,493,408	\$ 374,451	\$ 307,100	82%	\$ 2,246,704	\$ 1,719,915	77%
Transfers out	\$ 3,143,300	\$ 261,942	\$ -	0%	\$ 1,571,650	\$ 2,600,000	165%
Ending Balance/Contingency (Budgetary)	\$ 1,121,639				\$ 1,121,639	\$ 1,886,070	Budgetary Balance**
Wastewater Capital Projects:							
Beginning Balance	\$ 4,974,389				\$ 4,974,389	\$ 6,721,888	
Revenues	\$ 200,000	\$ 16,667	\$ 43,000	258%	\$ 100,000	\$ 323,347	323%
Transfers in	\$ 3,248,300	\$ 270,692	\$ -	0%	\$ 1,624,150	\$ 2,705,000	167%
Expenditures	\$ 8,422,689	\$ 701,891	\$ 46,984	7%	\$ 4,211,345	\$ 786,683	19%
Ending Balance/Contingency (Budgetary)	\$ -				\$ -	\$ 8,963,552	Budgetary Balance**

**CITY OF GRANTS PASS
MONTHLY FINANCIAL REPORT**

December 31, 2016
unaudited Budget to Actuals

	ANNUAL BUDGET	December BUDGET	December ACTUAL ***	% OF MONTH BUDGET	YEAR- TO-DATE BUDGET	YEAR- TO-DATE ACTUAL ***	% OF YEAR- TO-DATE BUDGET
Water Fund:							
Beginning Balance	\$ 2,535,517				\$ 2,535,517	\$ 2,386,840	
Revenues	\$ 6,593,764	\$ 549,480	\$ 522,303	95%	\$ 3,296,882	\$ 3,662,240	111%
Expenditures	\$ 4,464,918	\$ 372,077	\$ 282,235	76%	\$ 2,232,459	\$ 2,057,341	92%
Transfers out	\$ 3,560,000	\$ 296,667	\$ -	0%	\$ 1,780,000	\$ 2,560,000	144%
Ending Balance/Contingency (Budgetary)	\$ 1,104,363				\$ 1,104,363	\$ 1,431,739	Budgetary Balance**
Water Capital Projects:							
Beginning Balance	\$ 5,433,007				\$ 5,433,007	\$ 7,395,987	
Revenues	\$ 167,000	\$ 13,917	\$ 48,017	345%	\$ 83,500	\$ 310,395	372%
Transfers in	\$ 3,655,000	\$ 304,583	\$ -	0%	\$ 1,827,500	\$ 2,655,000	145%
Expenditures	\$ 9,255,007	\$ 771,251	\$ 22,106	3%	\$ 4,627,504	\$ 119,462	3%
Ending Balance/Contingency (Budgetary)	\$ -				\$ -	\$ 10,241,920	Budgetary Balance**
Vehicle Maintenance							
Beginning Balance	\$ 311,970				\$ 311,970	\$ 413,172	
Revenues	\$ 687,962	\$ 57,330	\$ 55,473	97%	\$ 343,981	\$ 335,198	97%
Loan	\$ 554,000	\$ 46,167	\$ -	0%	\$ 277,000	\$ -	0%
Expenditures	\$ 962,020	\$ 80,168	\$ 76,018	95%	\$ 481,010	\$ 386,741	80%
Transfers out	\$ 554,000	\$ 46,167	\$ -	0%	\$ 277,000	\$ -	0%
Ending Balance/Contingency (Budgetary)	\$ 37,912				\$ 37,912	\$ 361,629	Budgetary Balance**
Vehicle & Equipment Replacement							
Beginning Balance	\$ 3,598,000				\$ 3,598,000	\$ 3,757,073	
Revenues	\$ 543,422	\$ 45,285	\$ 43,831	97%	\$ 271,711	\$ 266,579	98%
Expenditures	\$ 1,343,200	\$ 111,933	\$ 4,051	4%	\$ 671,600	\$ 324,264	48%
Ending Balance/Contingency (Budgetary)	\$ 2,798,222				\$ 2,798,222	\$ 3,699,388	Budgetary Balance**
Information Technology:							
Beginning Balance	\$ 199,128				\$ 199,128	\$ 198,597	
Revenues	\$ 881,600	\$ 73,467	\$ 73,382	100%	\$ 440,800	\$ 440,453	100%
Expenditures	\$ 824,102	\$ 68,675	\$ 76,628	112%	\$ 412,051	\$ 411,694	100%
Ending Balance/Contingency (Budgetary)	\$ 256,626				\$ 256,626	\$ 227,356	Budgetary Balance**

**CITY OF GRANTS PASS
MONTHLY FINANCIAL REPORT**

December 31, 2016
unaudited Budget to Actuals

	ANNUAL BUDGET	December BUDGET	December ACTUAL ***	% OF MONTH BUDGET	YEAR- TO-DATE BUDGET	YEAR- TO-DATE ACTUAL ***	% OF YEAR- TO-DATE BUDGET
Property Management:							
Beginning Balance	\$ 279,732				\$ 279,732	\$ 414,015	
Revenues	\$ 719,391	\$ 59,949	\$ 57,406	96%	\$ 359,696	\$ 342,598	95%
Expenditures	\$ 725,023	\$ 60,419	\$ 54,311	90%	\$ 362,512	\$ 312,927	86%
Transfers out	\$ 40,000	\$ 3,333	\$ -	0%	\$ 20,000	\$ 40,000	200%
Ending Balance/Contingency (Budgetary)	\$ 234,100				\$ 234,100	\$ 403,686	Budgetary Balance**
Engineering:							
Beginning Balance	\$ 462,421				\$ 462,421	\$ 941,549	
Revenues	\$ 962,200	\$ 80,183	\$ 68,617	86%	\$ 481,100	\$ 396,916	83%
Expenditures	\$ 1,007,302	\$ 83,942	\$ 97,605	116%	\$ 503,651	\$ 451,594	90%
Ending Balance/Contingency (Budgetary)	\$ 417,319				\$ 417,319	\$ 886,871	Budgetary Balance**
Community Dev. Management:							
Beginning Balance	\$ 147,879				\$ 147,879	\$ 119,283	
Revenues	\$ 1,027,258	\$ 85,605	\$ 92,199	108%	\$ 513,629	\$ 531,595	103%
Expenditures	\$ 1,044,722	\$ 87,060	\$ 95,846	110%	\$ 522,361	\$ 493,108	94%
Ending Balance/Contingency (Budgetary)	\$ 130,415				\$ 130,415	\$ 157,770	Budgetary Balance**
Insurance Funds & PERS Reserve Funds:							
Beginning Balance	\$ 4,101,220				\$ 4,101,220	\$ 4,099,922	
Revenues	\$ 1,307,072	\$ 108,923	\$ 201,519	185%	\$ 653,536	\$ 715,942	110%
Expenditures	\$ 1,092,049	\$ 91,004	\$ 21,494	24%	\$ 546,025	\$ 669,614	123%
Ending Balance/Contingency (Budgetary)	\$ 4,316,243				\$ 4,316,243	\$ 4,146,250	Budgetary Balance**
Administrative Services Fund:							
Beginning Balance	\$ 1,029,846				\$ 1,029,846	\$ 1,129,278	
Revenues	\$ 3,540,037	\$ 295,003	\$ 302,947	103%	\$ 1,770,019	\$ 1,777,299	100%
Expenditures	\$ 3,600,392	\$ 300,033	\$ 381,381	127%	\$ 1,800,196	\$ 1,702,611	95%
Transfers out	\$ 60,000	\$ 5,000	\$ -	0%	\$ 30,000	\$ 60,000	200%
Ending Balance/Contingency (Budgetary)	\$ 909,491				\$ 909,491	\$ 1,143,966	Budgetary Balance**

**CITY OF GRANTS PASS
MONTHLY FINANCIAL REPORT**

December 31, 2016
unaudited Budget to Actuals

	ANNUAL BUDGET	December BUDGET	December ACTUAL ***	% OF MONTH BUDGET	YEAR- TO-DATE BUDGET	YEAR- TO-DATE ACTUAL ***	% OF YEAR- TO-DATE BUDGET
Jos. County/City of GP Solid Waste Agency:							
Beginning Balance	\$ 2,526,129				\$ 2,526,129	\$ 2,201,833	
Revenues	\$ 340,770	\$ 28,398	\$ 28,475	100%	\$ 170,385	\$ 215,369	126%
Expenditures	\$ 464,600	\$ 38,717	\$ 36,392	94%	\$ 232,300	\$ 79,497	34%
Ending Balance/Contingency (Budgetary)	\$ 2,402,299				\$ 2,402,299	\$ 2,337,705	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 received in August). At fiscal year-end, any revenues due at June 30th received 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.

		Average Yield		Overall Average
Investments:				
Oregon State LGIP	\$ 51,496,885	1.03%		
Bank Savings & Money Market	\$ 211,820	0.10%		
Federal Government Bonds	\$ 10,907,993	1.23%		
Bank Time Deposits	\$ 7,299,362	1.17%		
TOTAL	\$ 69,916,060		1.07%	

	Public Safety General Obl. Bonds	City Wastewater Utility and RSSSD - 2009 Refunding Bonds	City Water General Obl. Bonds	Total Non-Bonded Debt	TOTAL	Bonded Debt % of Legal Limit (est.)
Debt Outstanding:						
	\$ 2,875,000	\$ 2,910,000	\$ 3,100,000	\$ -	\$ 8,885,000	2.81%



GRANTS PASS

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City of Grants Pass
YEAR TO DATE REVENUES

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AS OF DECEMBER 31, 2016

FOR 2017 06

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
110 GENERAL FUND						
02 GENERAL OPERATIONS						
31 TAXES	-3,368,530	0	-3,368,530	-1,096,695.76	-2,271,834.24	32.6%
32 LICENSES AND PERMITS	-8,200	0	-8,200	-6,080.00	-2,120.00	74.1%
33 INTERGOVERNMENTAL RE	-915,400	0	-915,400	-326,839.46	-588,560.54	35.7%
34 CHARGES FOR SERVICES	-1,572,000	0	-1,572,000	-852,553.95	-719,446.05	54.2%
36 INTEREST	-83,000	0	-83,000	-42,035.60	-40,964.40	50.6%
49 OTHER REVENUE	-5,000	0	-5,000	-14,258.28	9,258.28	285.2%
TOTAL GENERAL OPERATIONS	-5,952,130	0	-5,952,130	-2,338,463.05	-3,613,666.95	39.3%
14 PS-FIRE RESCUE DIVISION						
31 TAXES	-5,217,018	0	-5,217,018	-4,553,464.12	-663,553.88	87.3%
32 LICENSES AND PERMITS	-500	0	-500	-910.00	410.00	182.0%
33 INTERGOVERNMENTAL RE	-80,000	0	-80,000	.00	-80,000.00	.0%
34 CHARGES FOR SERVICES	-1,000	0	-1,000	-822.00	-178.00	82.2%
49 OTHER REVENUE	-150	0	-150	-547.65	397.65	365.1%
TOTAL PS-FIRE RESCUE DIVISION	-5,298,668	0	-5,298,668	-4,555,743.77	-742,924.23	86.0%
15 PS-POLICE DIVISION						
31 TAXES	-9,058,127	0	-9,058,127	-7,951,614.48	-1,106,512.52	87.8%
33 INTERGOVERNMENTAL RE	-183,000	0	-183,000	-54,101.27	-128,898.73	29.6%
34 CHARGES FOR SERVICES	-40,150	0	-40,150	-84,820.20	44,670.20	211.3%
35 FINES & FORFEITURES	-131,000	0	-131,000	-87,518.80	-43,481.20	66.8%
49 OTHER REVENUE	-153,800	0	-153,800	-17,271.67	-136,528.33	11.2%
50 TRANSFERS	-273,500	0	-273,500	-167,854.99	-105,645.01	61.4%
TOTAL PS-POLICE DIVISION	-9,839,577	0	-9,839,577	-8,363,181.41	-1,476,395.59	85.0%
16 PS-SUPPORT DIVISION						

GRANTS PASS

City of Grants Pass
 YEAR TO DATE REVENUES
 AS OF DECEMBER 31, 2016

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FOR 2017 06

glytdbud

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
31 TAXES	-2,996,526	0	-2,996,526	-2,630,209.59	-366,316.41	87.8%
33 INTERGOVERNMENTAL RE	-548,300	0	-548,300	-292,077.92	-256,222.08	53.3%
TOTAL PS-SUPPORT DIVISION	-3,544,826	0	-3,544,826	-2,922,287.51	-622,538.49	82.4%
18 CRISIS SUPPORT						
31 TAXES	-40,544	0	-40,544	-35,463.61	-5,080.39	87.5%
TOTAL CRISIS SUPPORT	-40,544	0	-40,544	-35,463.61	-5,080.39	87.5%
21 BUILDING AND SAFETY						
32 LICENSES AND PERMITS	-337,000	0	-337,000	-257,165.98	-79,834.02	76.3%
34 CHARGES FOR SERVICES	-165,000	0	-165,000	-156,274.55	-8,725.45	94.7%
36 INTEREST	-3,000	0	-3,000	-5,789.64	2,789.64	193.0%
TOTAL BUILDING AND SAFETY	-505,000	0	-505,000	-419,230.17	-85,769.83	83.0%
22 PLANNING						
32 LICENSES AND PERMITS	-9,500	0	-9,500	.00	-9,500.00	.0%
34 CHARGES FOR SERVICES	-72,700	0	-72,700	-93,532.82	20,832.82	128.7%
49 OTHER REVENUE	-400	0	-400	-100.00	-300.00	25.0%
TOTAL PLANNING	-82,600	0	-82,600	-93,632.82	11,032.82	113.4%
35 ECONOMIC DEVELOPMENT						
50 TRANSFERS	-183,400	0	-183,400	-125,891.25	-57,508.75	68.6%
TOTAL ECONOMIC DEVELOPMENT	-183,400	0	-183,400	-125,891.25	-57,508.75	68.6%
36 TOURISM PROMOTION SERVICE						

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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
50 TRANSFERS	-471,500	0	-471,500	-323,720.34	-147,779.66	68.7%
TOTAL TOURISM PROMOTION SERVICE	-471,500	0	-471,500	-323,720.34	-147,779.66	68.7%
37 DOWNTOWN DEVELOPMENT						
32 LICENSES AND PERMITS	-8,800	0	-8,800	-1,745.00	-7,055.00	19.8%
35 FINES & FORFEITURES	-10,000	0	-10,000	-8,064.00	-1,936.00	80.6%
49 OTHER REVENUE	-2,250	0	-2,250	-8.10	-2,241.90	.4%
50 TRANSFERS	-183,400	0	-183,400	-125,891.25	-57,508.75	68.6%
TOTAL DOWNTOWN DEVELOPMENT	-204,450	0	-204,450	-135,708.35	-68,741.65	66.4%
41 PARKS MAINTENANCE SERVICE						
33 INTERGOVERNMENTAL RE	-3,600	0	-3,600	.00	-3,600.00	.0%
49 OTHER REVENUE	-21,725	0	-21,725	-14,570.16	-7,154.84	67.1%
50 TRANSFERS	-244,500	0	-244,500	-167,854.99	-76,645.01	68.7%
TOTAL PARKS MAINTENANCE SERVICE	-269,825	0	-269,825	-182,425.15	-87,399.85	67.6%
42 RECREATION SERVICES						
49 OTHER REVENUE	-600	0	-600	-168.00	-432.00	28.0%
TOTAL RECREATION SERVICES	-600	0	-600	-168.00	-432.00	28.0%
TOTAL GENERAL FUND	-26,393,120	0	-26,393,120	-19,495,915.43	-6,897,204.57	73.9%
220 TRANSIENT ROOM TAX FUND						
32 TRANSIENT ROOM TAX						
31 TAXES	-1,464,200	0	-1,464,200	-915,560.03	-548,639.97	62.5%
36 INTEREST	0	0	0	-595.38	595.38	100.0%
TOTAL TRANSIENT ROOM TAX	-1,464,200	0	-1,464,200	-916,155.41	-548,044.59	62.6%



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL TRANSIENT ROOM TAX FUND	-1,464,200	0	-1,464,200	-916,155.41	-548,044.59	62.6%
<hr/>						
230 STREET UTILITY						
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19 STREET LIGHTS						
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50 TRANSFERS	-385,500	0	-385,500	.00	-385,500.00	.0%
TOTAL STREET LIGHTS	-385,500	0	-385,500	.00	-385,500.00	.0%
<hr/>						
38 GENERAL OPERATIONS-STREET						
<hr/>						
32 LICENSES AND PERMITS	-10,000	0	-10,000	-7,769.56	-2,230.44	77.7%
33 INTERGOVERNMENTAL RE	-2,095,643	0	-2,095,643	-944,096.69	-1,151,546.31	45.1%
34 CHARGES FOR SERVICES	-949,401	0	-949,401	-495,103.43	-454,297.57	52.1%
36 INTEREST	-3,000	0	-3,000	-905.13	-2,094.87	30.2%
49 OTHER REVENUE	-4,000	0	-4,000	-1,489.40	-2,510.60	37.2%
TOTAL GENERAL OPERATIONS-STREET	-3,062,044	0	-3,062,044	-1,449,364.21	-1,612,679.79	47.3%
TOTAL STREET UTILITY	-3,447,544	0	-3,447,544	-1,449,364.21	-1,998,179.79	42.0%
<hr/>						
251 CDB GRANT HUD FUND						
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26 CDB GRANT-HUD						
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33 INTERGOVERNMENTAL RE	-400,000	0	-400,000	-80,248.93	-319,751.07	20.1%
34 CHARGES FOR SERVICES	0	0	0	-220.54	220.54	100.0%
36 INTEREST	0	0	0	-9.74	9.74	100.0%
49 OTHER REVENUE	0	0	0	-4,018.00	4,018.00	100.0%
TOTAL CDB GRANT-HUD	-400,000	0	-400,000	-84,497.21	-315,502.79	21.1%
TOTAL CDB GRANT HUD FUND	-400,000	0	-400,000	-84,497.21	-315,502.79	21.1%
<hr/>						
262 HOUSING/URBAN DEVELOPMENT FUND						
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28 INDUSTRIAL& DOWNTOWN LOAN						



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
36 INTEREST	-5,500	0	-5,500	-3,591.21	-1,908.79	65.3%
49 OTHER REVENUE	-4,600	0	-4,600	-2,243.76	-2,356.24	48.8%
TOTAL INDUSTRIAL& DOWNTOWN LOAN	-10,100	0	-10,100	-5,834.97	-4,265.03	57.8%
TOTAL HOUSING/URBAN DEVELOPMENT FUND	-10,100	0	-10,100	-5,834.97	-4,265.03	57.8%
410 DEBT SERVICE/GEN OBLIG BOND FU						
98 DEBT SERVICE/GEN OBLIG BD						
31 TAXES	-1,129,100	0	-1,129,100	-990,348.68	-138,751.32	87.7%
36 INTEREST	-2,500	0	-2,500	-757.07	-1,742.93	30.3%
TOTAL DEBT SERVICE/GEN OBLIG BD	-1,131,600	0	-1,131,600	-991,105.75	-140,494.25	87.6%
TOTAL DEBT SERVICE/GEN OBLIG BOND FU	-1,131,600	0	-1,131,600	-991,105.75	-140,494.25	87.6%
490 DEBT SERVICE/BANCROFT BOND FUN						
95 DEBT SERVICE/BANCROFT						
36 INTEREST	0	0	0	-119.82	119.82	100.0%
37 SPECIAL ASSMT FINANC	-160,000	0	-160,000	-63,909.21	-96,090.79	39.9%
39 OTHER FINANCING SOUR	-2,000,000	0	-2,000,000	.00	-2,000,000.00	.0%
TOTAL DEBT SERVICE/BANCROFT	-2,160,000	0	-2,160,000	-64,029.03	-2,095,970.97	3.0%
TOTAL DEBT SERVICE/BANCROFT BOND FUN	-2,160,000	0	-2,160,000	-64,029.03	-2,095,970.97	3.0%
612 TRANSPORTATION CAPITAL PROJECT						
49 TRANSPORTATION PROJECTS						



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
33 INTERGOVERNMENTAL RE	-1,806,750	0	-1,806,750	-68,171.60	-1,738,578.40	3.8%
36 INTEREST	0	0	0	-16,545.97	16,545.97	100.0%
49 OTHER REVENUE	0	0	0	3,848.64	-3,848.64	100.0%
50 TRANSFERS	-2,065,000	0	-2,065,000	-1,253,052.08	-811,947.92	60.7%
TOTAL TRANSPORTATION PROJECTS	-3,871,750	0	-3,871,750	-1,333,921.01	-2,537,828.99	34.5%
TOTAL TRANSPORTATION CAPITAL PROJECT	-3,871,750	0	-3,871,750	-1,333,921.01	-2,537,828.99	34.5%
613 ALTERNATIVE TRANSPORTATION PRO						
49 TRANSPORTATION PROJECTS						
36 INTEREST	0	0	0	-656.37	656.37	100.0%
50 TRANSFERS	-100,000	0	-100,000	-47,204.84	-52,795.16	47.2%
TOTAL TRANSPORTATION PROJECTS	-100,000	0	-100,000	-47,861.21	-52,138.79	47.9%
TOTAL ALTERNATIVE TRANSPORTATION PRO	-100,000	0	-100,000	-47,861.21	-52,138.79	47.9%
614 TRANSPORTATION CAPITAL PROJECT						
49 TRANSPORTATION PROJECTS						
34 CHARGES FOR SERVICES	-150,000	0	-150,000	-173,579.65	23,579.65	115.7%
36 INTEREST	0	0	0	-8,419.53	8,419.53	100.0%
50 TRANSFERS	150,000	0	150,000	150,000.00	.00	100.0%
TOTAL TRANSPORTATION PROJECTS	0	0	0	-31,999.18	31,999.18	100.0%
TOTAL TRANSPORTATION CAPITAL PROJECT	0	0	0	-31,999.18	31,999.18	100.0%
615 TRANSPORTATION ADVANCED FINANC						
49 TRANSPORTATION PROJECTS						



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
36 INTEREST	0	0	0	-1,811.11	1,811.11	100.0%
49 OTHER REVENUE	0	0	0	-106,725.03	106,725.03	100.0%
TOTAL TRANSPORTATION PROJECTS	0	0	0	-108,536.14	108,536.14	100.0%
TOTAL TRANSPORTATION ADVANCED FINANC	0	0	0	-108,536.14	108,536.14	100.0%
<hr/>						
619 TRANSPORTATION CAPITAL PROJECT						
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49 TRANSPORTATION PROJECTS						
<hr/>						
33 INTERGOVERNMENTAL RE	0	0	0	-540,571.44	540,571.44	100.0%
36 INTEREST	0	0	0	1,987.09	-1,987.09	100.0%
49 OTHER REVENUE	0	0	0	-1,590.88	1,590.88	100.0%
50 TRANSFERS	0	0	0	-326,103.92	326,103.92	100.0%
TOTAL TRANSPORTATION PROJECTS	0	0	0	-866,279.15	866,279.15	100.0%
TOTAL TRANSPORTATION CAPITAL PROJECT	0	0	0	-866,279.15	866,279.15	100.0%
<hr/>						
630 SOLID WASTE OPERATIONS						
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81 SOLID WASTE OPERATIONS						
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32 LICENSES AND PERMITS	-2,500	0	-2,500	.00	-2,500.00	.0%
33 INTERGOVERNMENTAL RE	-15,000	0	-15,000	-7,500.00	-7,500.00	50.0%
36 INTEREST	-700	0	-700	-465.53	-234.47	66.5%
49 OTHER REVENUE	-30,000	0	-30,000	-11,568.00	-18,432.00	38.6%
50 TRANSFERS	-5,000	0	-5,000	.00	-5,000.00	.0%
TOTAL SOLID WASTE OPERATIONS	-53,200	0	-53,200	-19,533.53	-33,666.47	36.7%
TOTAL SOLID WASTE OPERATIONS	-53,200	0	-53,200	-19,533.53	-33,666.47	36.7%
<hr/>						
633 LANDFILL/POST CLOSURE OP						
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83 LANDFILL/POST CLOSURE OP						



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
34 CHARGES FOR SERVICES	-156,340	0	-156,340	-51,505.73	-104,834.27	32.9%
TOTAL LANDFILL/POST CLOSURE OP	-156,340	0	-156,340	-51,505.73	-104,834.27	32.9%
TOTAL LANDFILL/POST CLOSURE OP	-156,340	0	-156,340	-51,505.73	-104,834.27	32.9%
635 SOLID WASTE/ENVIRON. FEES						
81 SOLID WASTE OPERATIONS						
34 CHARGES FOR SERVICES	-328,770	0	-328,770	-145,219.60	-183,550.40	44.2%
TOTAL SOLID WASTE OPERATIONS	-328,770	0	-328,770	-145,219.60	-183,550.40	44.2%
TOTAL SOLID WASTE/ENVIRON. FEES	-328,770	0	-328,770	-145,219.60	-183,550.40	44.2%
638 SOLID WASTE CAPITAL PROJECTS F						
89 SOLID WASTE CONSTRUCTION						
36 INTEREST	-13,000	0	-13,000	-8,142.45	-4,857.55	62.6%
49 OTHER REVENUE	-150,000	0	-150,000	.00	-150,000.00	.0%
TOTAL SOLID WASTE CONSTRUCTION	-163,000	0	-163,000	-8,142.45	-154,857.55	5.0%
TOTAL SOLID WASTE CAPITAL PROJECTS F	-163,000	0	-163,000	-8,142.45	-154,857.55	5.0%
642 STORM WATER & OPEN SPACE FUND						
29 STORM DRAIN SDCs						
34 CHARGES FOR SERVICES	-25,000	0	-25,000	-91,177.55	66,177.55	364.7%
36 INTEREST	-500	0	-500	-1,443.25	943.25	288.7%
50 TRANSFERS	40,000	0	40,000	40,000.00	.00	100.0%
TOTAL STORM DRAIN SDCs	14,500	0	14,500	-52,620.80	67,120.80	-362.9%



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMNTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL STORM WATER & OPEN SPACE FUND	14,500	0	14,500	-52,620.80	67,120.80	-362.9%
648 STORM DRAIN & OPEN SPACE CAPIT						
29 STORM DRAIN SDCS						
36 INTEREST	0	0	0	-1,041.26	1,041.26	100.0%
49 OTHER REVENUE	0	0	0	-127.55	127.55	100.0%
50 TRANSFERS	-120,000	0	-120,000	-120,000.00	.00	100.0%
TOTAL STORM DRAIN SDCS	-120,000	0	-120,000	-121,168.81	1,168.81	101.0%
TOTAL STORM DRAIN & OPEN SPACE CAPIT	-120,000	0	-120,000	-121,168.81	1,168.81	101.0%
691 GENERAL LANDS & BUILDINGS CAPI						
59 LANDS AND BLDGS PROJECTS						
33 INTERGOVERNMENTAL RE	-600,000	0	-600,000	.00	-600,000.00	.0%
34 CHARGES FOR SERVICES	-17,000	0	-17,000	.00	-17,000.00	.0%
36 INTEREST	-30,783	0	-30,783	-17,527.32	-13,255.68	56.9%
39 OTHER FINANCING SOUR	-3,000,000	0	-3,000,000	.00	-3,000,000.00	.0%
49 OTHER REVENUE	-1,586,843	0	-1,586,843	-31,074.99	-1,555,768.01	2.0%
50 TRANSFERS	-4,172,268	0	-4,172,268	-1,448,400.00	-2,723,868.00	34.7%
TOTAL LANDS AND BLDGS PROJECTS	-9,406,894	0	-9,406,894	-1,497,002.31	-7,909,891.69	15.9%
TOTAL GENERAL LANDS & BUILDINGS CAPI	-9,406,894	0	-9,406,894	-1,497,002.31	-7,909,891.69	15.9%
692 LANDS & BLDGS PARK LAND SDC						
59 LANDS AND BLDGS PROJECTS						
34 CHARGES FOR SERVICES	-40,000	0	-40,000	-41,839.53	1,839.53	104.6%
36 INTEREST	0	0	0	-984.45	984.45	100.0%



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	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
50 TRANSFERS	68,900	0	68,900	50,000.00	18,900.00	72.6%
TOTAL LANDS AND BLDGS PROJECTS	28,900	0	28,900	7,176.02	21,723.98	24.8%
TOTAL LANDS & BLDGS PARK LAND SDC	28,900	0	28,900	7,176.02	21,723.98	24.8%
<hr/>						
693 LANDS & BLDG PARKS RM TAX						
<hr/>						
59 LANDS AND BLDGS PROJECTS						
<hr/>						
36 INTEREST	-1,000	0	-1,000	-173.54	-826.46	17.4%
50 TRANSFERS	15,000	0	15,000	-8,354.99	23,354.99	-55.7%
TOTAL LANDS AND BLDGS PROJECTS	14,000	0	14,000	-8,528.53	22,528.53	-60.9%
TOTAL LANDS & BLDG PARKS RM TAX	14,000	0	14,000	-8,528.53	22,528.53	-60.9%
<hr/>						
694 PARKS DEVELOPMENT SDC						
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59 LANDS AND BLDGS PROJECTS						
<hr/>						
34 CHARGES FOR SERVICES	-35,000	0	-35,000	-30,260.02	-4,739.98	86.5%
36 INTEREST	0	0	0	-323.18	323.18	100.0%
50 TRANSFERS	69,868	0	69,868	18,900.00	50,968.00	27.1%
TOTAL LANDS AND BLDGS PROJECTS	34,868	0	34,868	-11,683.20	46,551.20	-33.5%
TOTAL PARKS DEVELOPMENT SDC	34,868	0	34,868	-11,683.20	46,551.20	-33.5%
<hr/>						
720 WASTEWATER						
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72 WASTEWATER TREATMENT						
<hr/>						
34 CHARGES FOR SERVICES	-8,000	0	-8,000	.00	-8,000.00	.0%
49 OTHER REVENUE	0	0	0	-542.42	542.42	100.0%
TOTAL WASTEWATER TREATMENT	-8,000	0	-8,000	-542.42	-7,457.58	6.8%



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
76 WASTEWATER-GEN PROGRAM OP						
34 CHARGES FOR SERVICES	-6,204,650	0	-6,204,650	-3,424,277.84	-2,780,372.16	55.2%
36 INTEREST	-11,500	0	-11,500	-2,867.40	-8,632.60	24.9%
37 SPECIAL ASSMT FINANC	0	0	0	-366.99	366.99	100.0%
49 OTHER REVENUE	-6,000	0	-6,000	-4,805.23	-1,194.77	80.1%
TOTAL WASTEWATER-GEN PROGRAM OP	-6,222,150	0	-6,222,150	-3,432,317.46	-2,789,832.54	55.2%
TOTAL WASTEWATER	-6,230,150	0	-6,230,150	-3,432,859.88	-2,797,290.12	55.1%
722 SEWER SDC						
79 WASTEWATER PROJECTS						
34 CHARGES FOR SERVICES	-200,000	0	-200,000	-292,958.30	92,958.30	146.5%
36 INTEREST	0	0	0	-4,059.62	4,059.62	100.0%
50 TRANSFERS	575,000	0	575,000	575,000.00	.00	100.0%
TOTAL WASTEWATER PROJECTS	375,000	0	375,000	277,982.08	97,017.92	74.1%
TOTAL SEWER SDC	375,000	0	375,000	277,982.08	97,017.92	74.1%
725 SEWER ADVANCED FINANCING						
79 WASTEWATER PROJECTS						
36 INTEREST	0	0	0	-148.81	148.81	100.0%
TOTAL WASTEWATER PROJECTS	0	0	0	-148.81	148.81	100.0%
TOTAL SEWER ADVANCED FINANCING	0	0	0	-148.81	148.81	100.0%
728 WASTEWATER PROJECTS						
79 WASTEWATER PROJECTS						



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
34 CHARGES FOR SERVICES	0	0	0	-185.32	185.32	100.0%
36 INTEREST	0	0	0	-25,998.30	25,998.30	100.0%
50 TRANSFERS	-3,823,300	0	-3,823,300	-3,280,000.00	-543,300.00	85.8%
TOTAL WASTEWATER PROJECTS	-3,823,300	0	-3,823,300	-3,306,183.62	-517,116.38	86.5%
TOTAL WASTEWATER PROJECTS	-3,823,300	0	-3,823,300	-3,306,183.62	-517,116.38	86.5%
750 WATER OPERATIONS FUNDS						
61 WATER TREATMENT						
49 OTHER REVENUE	0	0	0	-3.45	3.45	100.0%
TOTAL WATER TREATMENT	0	0	0	-3.45	3.45	100.0%
62 WATER DISTRIBUTION						
34 CHARGES FOR SERVICES	-106,000	0	-106,000	-38,301.00	-67,699.00	36.1%
49 OTHER REVENUE	-28,000	0	-28,000	-9,797.73	-18,202.27	35.0%
TOTAL WATER DISTRIBUTION	-134,000	0	-134,000	-48,098.73	-85,901.27	35.9%
66 WATER-GENERAL PROGRAM OPS						
34 CHARGES FOR SERVICES	-6,436,714	0	-6,436,714	-3,600,837.83	-2,835,876.17	55.9%
36 INTEREST	-10,000	0	-10,000	-1,716.40	-8,283.60	17.2%
49 OTHER REVENUE	-13,050	0	-13,050	-11,583.63	-1,466.37	88.8%
TOTAL WATER-GENERAL PROGRAM OPS	-6,459,764	0	-6,459,764	-3,614,137.86	-2,845,626.14	55.9%
TOTAL WATER OPERATIONS FUNDS	-6,593,764	0	-6,593,764	-3,662,240.04	-2,931,523.96	55.5%
752 WATER SDC FUND						
69 WATER PROJECTS						



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
34 CHARGES FOR SERVICES	-150,000	0	-150,000	-272,573.44	122,573.44	181.7%
36 INTEREST	-4,000	0	-4,000	-4,101.47	101.47	102.5%
50 TRANSFERS	400,000	0	400,000	400,000.00	.00	100.0%
TOTAL WATER PROJECTS	246,000	0	246,000	123,325.09	122,674.91	50.1%
TOTAL WATER SDC FUND	246,000	0	246,000	123,325.09	122,674.91	50.1%
755 WATER ADVANCED FINANCING FUND						
69 WATER PROJECTS						
36 INTEREST	0	0	0	-743.50	743.50	100.0%
49 OTHER REVENUE	-3,000	0	-3,000	-5,559.27	2,559.27	185.3%
50 TRANSFERS	3,000	0	3,000	.00	3,000.00	.0%
TOTAL WATER PROJECTS	0	0	0	-6,302.77	6,302.77	100.0%
TOTAL WATER ADVANCED FINANCING FUND	0	0	0	-6,302.77	6,302.77	100.0%
758 WATER CAPITAL PROJECTS FUND						
69 WATER PROJECTS						
36 INTEREST	-10,000	0	-10,000	-27,418.26	17,418.26	274.2%
50 TRANSFERS	-4,058,000	0	-4,058,000	-3,055,000.00	-1,003,000.00	75.3%
TOTAL WATER PROJECTS	-4,068,000	0	-4,068,000	-3,082,418.26	-985,581.74	75.8%
TOTAL WATER CAPITAL PROJECTS FUND	-4,068,000	0	-4,068,000	-3,082,418.26	-985,581.74	75.8%
811 GARAGE OPERATIONS FUND						
54 GARAGE OPERATIONS						



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
34 CHARGES FOR SERVICES	-665,462	0	-665,462	-331,717.02	-333,744.98	49.8%
36 INTEREST	-2,500	0	-2,500	-1,302.07	-1,197.93	52.1%
39 OTHER FINANCING SOUR	-554,000	0	-554,000	.00	-554,000.00	.0%
49 OTHER REVENUE	-20,000	0	-20,000	-2,179.66	-17,820.34	10.9%
TOTAL GARAGE OPERATIONS	-1,241,962	0	-1,241,962	-335,198.75	-906,763.25	27.0%
TOTAL GARAGE OPERATIONS FUND	-1,241,962	0	-1,241,962	-335,198.75	-906,763.25	27.0%
<hr/>						
812 EQUIPMENT REPLACEMENT FUND						
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55 EQUIPMENT REPLACEMENT						
<hr/>						
34 CHARGES FOR SERVICES	-510,422	0	-510,422	-255,211.32	-255,210.68	50.0%
36 INTEREST	-23,000	0	-23,000	-11,367.37	-11,632.63	49.4%
49 OTHER REVENUE	-10,000	0	-10,000	.00	-10,000.00	.0%
TOTAL EQUIPMENT REPLACEMENT	-543,422	0	-543,422	-266,578.69	-276,843.31	49.1%
TOTAL EQUIPMENT REPLACEMENT FUND	-543,422	0	-543,422	-266,578.69	-276,843.31	49.1%
<hr/>						
813 INFORMATION TECHNOLOGY FUND						
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56 INFORMATION TECHNOLOGY						
<hr/>						
34 CHARGES FOR SERVICES	-880,400	0	-880,400	-439,750.08	-440,649.92	49.9%
36 INTEREST	-1,200	0	-1,200	-703.08	-496.92	58.6%
TOTAL INFORMATION TECHNOLOGY	-881,600	0	-881,600	-440,453.16	-441,146.84	50.0%
TOTAL INFORMATION TECHNOLOGY FUND	-881,600	0	-881,600	-440,453.16	-441,146.84	50.0%
<hr/>						
831 PROPERTY SERVICES FUND						
<hr/>						
51 PROPERTY MANAGEMENT						

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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
34 CHARGES FOR SERVICES	-660,559	0	-660,559	-329,860.98	-330,698.02	49.9%
36 INTEREST	0	0	0	-1,284.25	1,284.25	100.0%
49 OTHER REVENUE	-58,832	0	-58,832	-11,453.07	-47,378.93	19.5%
TOTAL PROPERTY MANAGEMENT	-719,391	0	-719,391	-342,598.30	-376,792.70	47.6%
TOTAL PROPERTY SERVICES FUND	-719,391	0	-719,391	-342,598.30	-376,792.70	47.6%
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832 ENGINEERING FUND						
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23 ENGINEERING						
<hr/>						
34 CHARGES FOR SERVICES	-961,200	0	-961,200	-394,112.39	-567,087.61	41.0%
36 INTEREST	-1,000	0	-1,000	-2,804.34	1,804.34	280.4%
TOTAL ENGINEERING	-962,200	0	-962,200	-396,916.73	-565,283.27	41.3%
TOTAL ENGINEERING FUND	-962,200	0	-962,200	-396,916.73	-565,283.27	41.3%
<hr/>						
833 PARKS & COMMUNITY DEVELOPMENT						
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24 PARKS & CD MGMT SERVICES						
<hr/>						
34 CHARGES FOR SERVICES	-1,025,758	0	-1,025,758	-530,299.81	-495,458.19	51.7%
36 INTEREST	-1,500	0	-1,500	-449.60	-1,050.40	30.0%
49 OTHER REVENUE	0	0	0	-845.29	845.29	100.0%
TOTAL PARKS & CD MGMT SERVICES	-1,027,258	0	-1,027,258	-531,594.70	-495,663.30	51.7%
TOTAL PARKS & COMMUNITY DEVELOPMENT	-1,027,258	0	-1,027,258	-531,594.70	-495,663.30	51.7%
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861 WORKERS COMP INSURANCE						
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11 WORKERS COMP INSURANCE						



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
34 CHARGES FOR SERVICES	-310,600	0	-310,600	-147,365.55	-163,234.45	47.4%
36 INTEREST	-2,700	0	-2,700	-899.40	-1,800.60	33.3%
49 OTHER REVENUE	-7,500	0	-7,500	-4,109.98	-3,390.02	54.8%
TOTAL WORKERS COMP INSURANCE	-320,800	0	-320,800	-152,374.93	-168,425.07	47.5%
TOTAL WORKERS COMP INSURANCE	-320,800	0	-320,800	-152,374.93	-168,425.07	47.5%
862 GENERAL INSURANCE FUND						
12 GENERAL INSURANCE						
34 CHARGES FOR SERVICES	-521,072	0	-521,072	-260,536.56	-260,535.44	50.0%
36 INTEREST	-1,500	0	-1,500	-166.10	-1,333.90	11.1%
TOTAL GENERAL INSURANCE	-522,572	0	-522,572	-260,702.66	-261,869.34	49.9%
TOTAL GENERAL INSURANCE FUND	-522,572	0	-522,572	-260,702.66	-261,869.34	49.9%
863 HEALTH INSURANCE FUND						
13 BENEFITS ADMINISTRATION						
34 CHARGES FOR SERVICES	-445,700	0	-445,700	-292,517.73	-153,182.27	65.6%
36 INTEREST	-18,000	0	-18,000	-10,346.86	-7,653.14	57.5%
TOTAL BENEFITS ADMINISTRATION	-463,700	0	-463,700	-302,864.59	-160,835.41	65.3%
TOTAL HEALTH INSURANCE FUND	-463,700	0	-463,700	-302,864.59	-160,835.41	65.3%
890 ADMINISTRATIVE SERVICES FUND						
04 HUMAN RESOURCES						
49 OTHER REVENUE	-3,000	0	-3,000	-1,541.75	-1,458.25	51.4%
TOTAL HUMAN RESOURCES	-3,000	0	-3,000	-1,541.75	-1,458.25	51.4%



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
05 MANAGEMENT SERVICES						
49 OTHER REVENUE	0	0	0	-100.00	100.00	100.0%
TOTAL MANAGEMENT SERVICES	0	0	0	-100.00	100.00	100.0%
07 FINANCE						
33 INTERGOVERNMENTAL RE	0	0	0	-1,000.00	1,000.00	100.0%
34 CHARGES FOR SERVICES	-749,137	0	-749,137	-378,689.50	-370,447.50	50.6%
49 OTHER REVENUE	0	0	0	-456.45	456.45	100.0%
TOTAL FINANCE	-749,137	0	-749,137	-380,145.95	-368,991.05	50.7%
08 GENERAL PROGRAM OPERATION						
34 CHARGES FOR SERVICES	-2,777,900	0	-2,777,900	-1,391,652.00	-1,386,248.00	50.1%
36 INTEREST	-10,000	0	-10,000	-3,859.22	-6,140.78	38.6%
TOTAL GENERAL PROGRAM OPERATION	-2,787,900	0	-2,787,900	-1,395,511.22	-1,392,388.78	50.1%
TOTAL ADMINISTRATIVE SERVICES FUND	-3,540,037	0	-3,540,037	-1,777,298.92	-1,762,738.08	50.2%
910 AGENCY FUND						
96 TRUST						
36 INTEREST	-22,000	0	-22,000	-10,830.61	-11,169.39	49.2%
TOTAL TRUST	-22,000	0	-22,000	-10,830.61	-11,169.39	49.2%
TOTAL AGENCY FUND	-22,000	0	-22,000	-10,830.61	-11,169.39	49.2%
970 JO CO-CITY GP SOLID AGENCY						
97 JO CO-CITY GP SOLID AGENCY						



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	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMNTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
33 INTERGOVERNMENTAL RE	-328,770	0	-328,770	-208,346.26	-120,423.74	63.4%
36 INTEREST	-12,000	0	-12,000	-7,023.04	-4,976.96	58.5%
TOTAL JO CO-CITY GP SOLID AGENCY	-340,770	0	-340,770	-215,369.30	-125,400.70	63.2%
TOTAL JO CO-CITY GP SOLID AGENCY	-340,770	0	-340,770	-215,369.30	-125,400.70	63.2%
980 JOSEPHINE CO 9-1-1 SYSTEM						
91 JOSEPHINE CO 9-1-1 SYSTEM						
31 TAXES	-420,000	0	-420,000	-109,057.75	-310,942.25	26.0%
34 CHARGES FOR SERVICES	-271,455	0	-271,455	-136,522.33	-134,932.67	50.3%
36 INTEREST	-1,500	0	-1,500	-1,022.79	-477.21	68.2%
49 OTHER REVENUE	-5,400	0	-5,400	-200.00	-5,200.00	3.7%
TOTAL JOSEPHINE CO 9-1-1 SYSTEM	-698,355	0	-698,355	-246,802.87	-451,552.13	35.3%
TOTAL JOSEPHINE CO 9-1-1 SYSTEM	-698,355	0	-698,355	-246,802.87	-451,552.13	35.3%
981 911 EQUIPMENT REPLACEMENT						
91 JOSEPHINE CO 9-1-1 SYSTEM						
36 INTEREST	-3,000	0	-3,000	-1,941.44	-1,058.56	64.7%
50 TRANSFERS	-25,000	0	-25,000	.00	-25,000.00	.0%
TOTAL JOSEPHINE CO 9-1-1 SYSTEM	-28,000	0	-28,000	-1,941.44	-26,058.56	6.9%
TOTAL 911 EQUIPMENT REPLACEMENT	-28,000	0	-28,000	-1,941.44	-26,058.56	6.9%
GRAND TOTAL	-80,520,531	0	-80,520,531	-45,674,099.50	-34,846,431.50	56.7%

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	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
110 GENERAL FUND							
01 MAYOR AND COUNCIL							
62 OPERATING SUPPLIES	25,000	0	25,000	9,582.03	.00	15,417.97	38.3%
63 CONTRACTUAL SERVICES	189,500	0	189,500	67,804.30	.00	121,695.70	35.8%
64 CHARGES FOR SERVICES	45,928	0	45,928	22,963.98	.00	22,964.02	50.0%
67 INDIRECT CHARGES	26,100	0	26,100	13,050.00	.00	13,050.00	50.0%
TOTAL MAYOR AND COUNCIL	286,528	0	286,528	113,400.31	.00	173,127.69	39.6%
02 GENERAL OPERATIONS							
63 CONTRACTUAL SERVICES	1,194,000	24,000	1,218,000	335,870.80	.00	882,129.20	27.6%
64 CHARGES FOR SERVICES	143,040	0	143,040	53,603.34	.00	89,436.66	37.5%
78 TRANSFERS	1,955,500	0	1,955,500	1,570,000.00	.00	385,500.00	80.3%
TOTAL GENERAL OPERATIONS	3,292,540	24,000	3,316,540	1,959,474.14	.00	1,357,065.86	59.1%
14 PS-FIRE RESCUE DIVISION							
61 PERSONNEL SERVICES	4,368,571	0	4,368,571	1,986,265.02	.00	2,382,305.98	45.5%
62 OPERATING SUPPLIES	182,810	0	182,810	55,571.74	.00	127,238.26	30.4%
63 CONTRACTUAL SERVICES	733,750	0	733,750	335,806.83	.00	397,943.17	45.8%
64 CHARGES FOR SERVICES	19,500	0	19,500	9,750.00	.00	9,750.00	50.0%
65 CAPITAL OUTLAY	20,000	0	20,000	2,000.00	.00	18,000.00	10.0%
67 INDIRECT CHARGES	532,500	0	532,500	266,250.00	.00	266,250.00	50.0%
TOTAL PS-FIRE RESCUE DIVISION	5,857,131	0	5,857,131	2,655,643.59	.00	3,201,487.41	45.3%
15 PS-POLICE DIVISION							
61 PERSONNEL SERVICES	7,892,023	0	7,892,023	3,676,142.54	.00	4,215,880.46	46.6%
62 OPERATING SUPPLIES	223,493	0	223,493	71,021.12	.00	152,471.88	31.8%
63 CONTRACTUAL SERVICES	1,107,941	0	1,107,941	523,358.88	.00	584,582.12	47.2%



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	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
64 CHARGES FOR SERVICES	26,364	0	26,364	13,182.00	.00	13,182.00	50.0%
65 CAPITAL OUTLAY	18,000	0	18,000	.00	.00	18,000.00	0%
67 INDIRECT CHARGES	926,900	0	926,900	463,450.02	.00	463,449.98	50.0%
TOTAL PS-POLICE DIVISION	10,194,721	0	10,194,721	4,747,154.56	.00	5,447,566.44	46.6%
16 PS-SUPPORT DIVISION							
61 PERSONNEL SERVICES	2,783,431	0	2,783,431	1,167,626.34	.00	1,615,804.66	41.9%
62 OPERATING SUPPLIES	31,800	0	31,800	5,328.80	444.66	26,026.54	18.2%
63 CONTRACTUAL SERVICES	254,407	0	254,407	154,551.10	.00	99,855.90	60.7%
67 INDIRECT CHARGES	307,000	0	307,000	153,500.04	.00	153,499.96	50.0%
TOTAL PS-SUPPORT DIVISION	3,376,638	0	3,376,638	1,481,006.28	444.66	1,895,187.06	43.9%
18 CRISIS SUPPORT							
63 CONTRACTUAL SERVICES	95,400	0	95,400	71,770.82	21,770.82	1,858.36	98.1%
TOTAL CRISIS SUPPORT	95,400	0	95,400	71,770.82	21,770.82	1,858.36	98.1%
20 PS-SOBERING CENTER							
63 CONTRACTUAL SERVICES	130,000	0	130,000	130,000.00	.00	.00	100.0%
TOTAL PS-SOBERING CENTER	130,000	0	130,000	130,000.00	.00	.00	100.0%
21 BUILDING AND SAFETY							
61 PERSONNEL SERVICES	250,428	0	250,428	116,015.93	.00	134,412.07	46.3%
62 OPERATING SUPPLIES	6,700	0	6,700	432.28	.00	6,267.72	6.5%
63 CONTRACTUAL SERVICES	111,246	0	111,246	42,634.67	.00	68,611.33	38.3%
64 CHARGES FOR SERVICES	163,625	0	163,625	81,812.52	.00	81,812.48	50.0%
67 INDIRECT CHARGES	53,300	0	53,300	26,650.02	.00	26,649.98	50.0%
TOTAL BUILDING AND SAFETY	585,299	0	585,299	267,545.42	.00	317,753.58	45.7%
22 PLANNING							



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	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
61 PERSONNEL SERVICES	399,981	0	399,981	142,128.06	.00	257,852.94	35.5%
62 OPERATING SUPPLIES	8,500	0	8,500	194.28	.00	8,305.72	2.3%
63 CONTRACTUAL SERVICES	94,410	0	94,410	34,926.65	.00	59,483.35	37.0%
64 CHARGES FOR SERVICES	247,475	0	247,475	120,404.19	.00	127,070.81	48.7%
67 INDIRECT CHARGES	75,200	0	75,200	37,599.96	.00	37,600.04	50.0%
78 TRANSFERS	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL PLANNING	830,566	0	830,566	335,253.14	.00	495,312.86	40.4%
35 ECONOMIC DEVELOPMENT							
61 PERSONNEL SERVICES	91,024	0	91,024	44,274.25	.00	46,749.75	48.6%
62 OPERATING SUPPLIES	200	0	200	.00	.00	200.00	.0%
63 CONTRACTUAL SERVICES	104,448	0	104,448	44,836.27	.00	59,611.73	42.9%
64 CHARGES FOR SERVICES	4,378	0	4,378	2,188.98	.00	2,189.02	50.0%
67 INDIRECT CHARGES	20,200	0	20,200	10,099.98	.00	10,100.02	50.0%
TOTAL ECONOMIC DEVELOPMENT	220,250	0	220,250	101,399.48	.00	118,850.52	46.0%
36 TOURISM PROMOTION SERVICE							
61 PERSONNEL SERVICES	7,328	0	7,328	3,663.57	.00	3,664.43	50.0%
63 CONTRACTUAL SERVICES	326,540	0	326,540	170,020.57	.00	42,522.61	87.0%
64 CHARGES FOR SERVICES	24,480	0	24,480	12,240.00	.00	12,240.00	50.0%
67 INDIRECT CHARGES	36,000	0	36,000	18,000.00	.00	18,000.00	50.0%
78 TRANSFERS	150,000	0	150,000	150,000.00	.00	.00	100.0%
TOTAL TOURISM PROMOTION SERVICE	544,348	0	544,348	353,924.14	113,996.82	76,427.04	86.0%
37 DOWNTOWN DEVELOPMENT							
61 PERSONNEL SERVICES	182,954	0	182,954	82,133.66	.00	100,820.34	44.9%
62 OPERATING SUPPLIES	21,950	0	21,950	5,679.59	.00	16,270.41	25.9%
63 CONTRACTUAL SERVICES	198,125	0	198,125	96,383.62	30,999.18	70,742.20	64.3%
64 CHARGES FOR SERVICES	15,600	0	15,600	7,800.00	.00	7,800.00	50.0%
67 INDIRECT CHARGES	42,000	0	42,000	21,000.00	.00	21,000.00	50.0%
TOTAL DOWNTOWN DEVELOPMENT	460,629	0	460,629	212,996.87	30,999.18	216,632.95	53.0%

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	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
41 PARKS MAINTENANCE SERVICE							
61 PERSONNEL SERVICES	588,921	0	588,921	270,008.22	.00	318,912.78	45.8%
62 OPERATING SUPPLIES	117,900	0	117,900	27,459.21	.00	90,440.79	23.3%
63 CONTRACTUAL SERVICES	832,122	0	832,122	323,506.95	.00	508,615.05	38.9%
64 CHARGES FOR SERVICES	171,974	0	171,974	85,986.96	.00	85,987.04	50.0%
67 INDIRECT CHARGES	171,200	0	171,200	85,600.02	.00	85,599.98	50.0%
TOTAL PARKS MAINTENANCE SERVICE	1,882,117	0	1,882,117	792,561.36	.00	1,089,555.64	42.1%
42 RECREATION SERVICES							
61 PERSONNEL SERVICES	18,535	0	18,535	8,852.60	.00	9,682.40	47.8%
63 CONTRACTUAL SERVICES	125,270	0	125,270	44,218.43	.00	81,051.57	35.3%
67 INDIRECT CHARGES	14,500	0	14,500	7,250.04	.00	7,249.96	50.0%
TOTAL RECREATION SERVICES	158,305	0	158,305	60,321.07	.00	97,983.93	38.1%
43 AQUATIC SERVICES							
61 PERSONNEL SERVICES	28,710	0	28,710	8,154.13	.00	20,555.87	28.4%
62 OPERATING SUPPLIES	26,975	0	26,975	8,966.55	.00	18,008.45	33.2%
63 CONTRACTUAL SERVICES	46,474	0	46,474	14,744.16	.00	31,729.84	31.7%
65 CAPITAL OUTLAY	9,000	0	9,000	.00	.00	9,000.00	.0%
67 INDIRECT CHARGES	11,200	0	11,200	5,599.98	.00	5,600.02	50.0%
TOTAL AQUATIC SERVICES	122,359	0	122,359	37,464.82	.00	84,894.18	30.6%
TOTAL GENERAL FUND	28,036,831	24,000	28,060,831	13,319,916.00	167,211.48	14,573,703.52	48.1%
220 TRANSIENT ROOM TAX FUND							
32 TRANSIENT ROOM TAX							
63 CONTRACTUAL SERVICES	3,400	0	3,400	2,000.00	.00	1,400.00	58.8%

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220	TRANSIENT ROOM TAX FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
64	CHARGES FOR SERVICES	7,500	0	7,500	3,750.00	.00	3,750.00	50.0%
78	TRANSFERS	1,571,800	0	1,571,800	1,079,067.81	.00	492,732.19	68.7%
	TOTAL TRANSIENT ROOM TAX	1,582,700	0	1,582,700	1,084,817.81	.00	497,882.19	68.5%
	TOTAL TRANSIENT ROOM TAX FUND	1,582,700	0	1,582,700	1,084,817.81	.00	497,882.19	68.5%
230	STREET UTILITY							
19	STREET LIGHTS							
63	CONTRACTUAL SERVICES	385,500	0	385,500	128,618.02	.00	256,881.98	33.4%
	TOTAL STREET LIGHTS	385,500	0	385,500	128,618.02	.00	256,881.98	33.4%
31	STREET & DRAINAGE MAINT							
61	PERSONNEL SERVICES	701,983	0	701,983	264,510.14	.00	437,472.86	37.7%
62	OPERATING SUPPLIES	78,412	0	78,412	36,505.71	.00	41,906.29	46.6%
63	CONTRACTUAL SERVICES	586,945	0	586,945	199,450.58	5,456.64	382,037.78	34.9%
	TOTAL STREET & DRAINAGE MAINT	1,367,340	0	1,367,340	500,466.43	5,456.64	861,416.93	37.0%
33	CUSTOMER SERVICE-STREETS							
63	CONTRACTUAL SERVICES	44,318	0	44,318	20,586.86	9,901.65	13,829.49	68.8%
64	CHARGES FOR SERVICES	156,533	0	156,533	78,266.46	.00	78,266.54	50.0%
	TOTAL CUSTOMER SERVICE-STREETS	200,851	0	200,851	98,853.32	9,901.65	92,096.03	54.1%
38	GENERAL OPERATIONS-STREET							
63	CONTRACTUAL SERVICES	1,000	0	1,000	347.29	.00	652.71	34.7%
64	CHARGES FOR SERVICES	249,533	0	249,533	98,949.87	.00	150,583.13	39.7%
67	INDIRECT CHARGES	182,000	0	182,000	91,000.02	.00	90,999.98	50.0%

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	ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
78 TRANSFERS	1,665,000	0	1,665,000	1,126,360.84	.00	538,639.16	67.6%
TOTAL GENERAL OPERATIONS-STREET	2,097,533	0	2,097,533	1,316,658.02	.00	780,874.98	62.8%
TOTAL STREET UTILITY	4,051,224	0	4,051,224	2,044,595.79	15,358.29	1,991,269.92	50.8%
251 CDB GRANT HUD FUND							
26 CDB GRANT-HUD							
63 CONTRACTUAL SERVICES	400,000	0	400,000	57,840.46	.00	342,159.54	14.5%
TOTAL CDB GRANT-HUD	400,000	0	400,000	57,840.46	.00	342,159.54	14.5%
TOTAL CDB GRANT HUD FUND	400,000	0	400,000	57,840.46	.00	342,159.54	14.5%
262 HOUSING/URBAN DEVELOPMENT FUND							
28 INDUSTRIAL& DOWNTOWN LOAN							
63 CONTRACTUAL SERVICES	475,000	0	475,000	.00	.00	475,000.00	.0%
TOTAL INDUSTRIAL& DOWNTOWN LOAN	475,000	0	475,000	.00	.00	475,000.00	.0%
TOTAL HOUSING/URBAN DEVELOPMENT FUND	475,000	0	475,000	.00	.00	475,000.00	.0%
410 DEBT SERVICE/GEN OBLIG BOND FU							
98 DEBT SERVICE/GEN OBLIG BD							
76 DEBT SERVICE	1,135,100	0	1,135,100	62,550.00	.00	1,072,550.00	5.5%
TOTAL DEBT SERVICE/GEN OBLIG BD	1,135,100	0	1,135,100	62,550.00	.00	1,072,550.00	5.5%
TOTAL DEBT SERVICE/GEN OBLIG BOND FU	1,135,100	0	1,135,100	62,550.00	.00	1,072,550.00	5.5%
490 DEBT SERVICE/BANCROFT BOND FUN							



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490	DEBT SERVICE/BANCROFT BOND FUN	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
95	DEBT SERVICE/BANCROFT							
63	CONTRACTUAL SERVICES	8,000	0	8,000	4,069.00	.00	3,931.00	50.9%
64	CHARGES FOR SERVICES	10,000	0	10,000	4,999.98	.00	5,000.02	50.0%
76	DEBT SERVICE	150,000	0	150,000	.00	.00	150,000.00	.0%
78	TRANSFERS	2,000,000	0	2,000,000	.00	.00	2,000,000.00	.0%
	TOTAL DEBT SERVICE/BANCROFT	2,168,000	0	2,168,000	9,068.98	.00	2,158,931.02	.4%
	TOTAL DEBT SERVICE/BANCROFT BOND FUN	2,168,000	0	2,168,000	9,068.98	.00	2,158,931.02	.4%
612	TRANSPORTATION CAPITAL PROJECT							
49	TRANSPORTATION PROJECTS							
61	PERSONNEL SERVICES	32,055	0	32,055	6,384.89	.00	25,670.11	19.9%
63	CONTRACTUAL SERVICES	499	0	499	125,335.36	.00	-124,836.36	*****%
64	CHARGES FOR SERVICES	0	0	0	134,165.63	.00	-134,165.63	100.0%
65	CAPITAL OUTLAY	6,973,210	0	6,973,210	3,033,441.23	460,077.79	3,479,690.98	50.1%
67	INDIRECT CHARGES	0	0	0	64,689.00	.00	-64,689.00	100.0%
78	TRANSFERS	30,000	0	30,000	30,000.00	.00	.00	100.0%
	TOTAL TRANSPORTATION PROJECTS	7,035,764	0	7,035,764	3,394,016.11	460,077.79	3,181,670.10	54.8%
	TOTAL TRANSPORTATION CAPITAL PROJECT	7,035,764	0	7,035,764	3,394,016.11	460,077.79	3,181,670.10	54.8%
613	ALTERNATIVE TRANSPORTATION PRO							
49	TRANSPORTATION PROJECTS							
63	CONTRACTUAL SERVICES	0	0	0	374.30	.00	-374.30	100.0%
64	CHARGES FOR SERVICES	0	0	0	6,366.96	.00	-6,366.96	100.0%
65	CAPITAL OUTLAY	223,033	0	223,033	250.00	.00	222,783.00	.1%
67	INDIRECT CHARGES	0	0	0	139.00	.00	-139.00	100.0%
	TOTAL TRANSPORTATION PROJECTS	223,033	0	223,033	7,130.26	.00	215,902.74	3.2%
	TOTAL ALTERNATIVE TRANSPORTATION PRO	223,033	0	223,033	7,130.26	.00	215,902.74	3.2%

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614	TRANSPORTATION CAPITAL PROJECT	ORIGINAL APPROP	TRANFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
614	TRANSPORTATION CAPITAL PROJECT							
49	TRANSPORTATION PROJECTS							
65	CAPITAL OUTLAY	138,219	0	138,219	.00	.00	138,219.00	.0%
	TOTAL TRANSPORTATION PROJECTS	138,219	0	138,219	.00	.00	138,219.00	.0%
	TOTAL TRANSPORTATION CAPITAL PROJECT	138,219	0	138,219	.00	.00	138,219.00	.0%
619	TRANSPORTATION CAPITAL PROJECT							
49	TRANSPORTATION PROJECTS							
61	PERSONNEL SERVICES	0	0	0	612.91	.00	-612.91	100.0%
63	CONTRACTUAL SERVICES	0	0	0	2,574.00	.00	-2,574.00	100.0%
64	CHARGES FOR SERVICES	0	0	0	26.00	.00	-26.00	100.0%
65	CAPITAL OUTLAY	102,311	0	102,311	.00	.00	102,311.00	.0%
67	INDIRECT CHARGES	0	0	0	52.00	.00	-52.00	100.0%
	TOTAL TRANSPORTATION PROJECTS	102,311	0	102,311	3,264.91	.00	99,046.09	3.2%
	TOTAL TRANSPORTATION CAPITAL PROJECT	102,311	0	102,311	3,264.91	.00	99,046.09	3.2%
630	SOLID WASTE OPERATIONS							
81	SOLID WASTE OPERATIONS							
61	PERSONNEL SERVICES	18,208	0	18,208	8,621.40	.00	9,586.60	47.3%
62	OPERATING SUPPLIES	450	0	450	804.57	.00	-354.57	178.8%
63	CONTRACTUAL SERVICES	4,951	0	4,951	2,046.84	.00	2,904.16	41.3%
64	CHARGES FOR SERVICES	11,212	0	11,212	3,889.32	.00	7,322.68	34.7%
67	INDIRECT CHARGES	3,600	0	3,600	1,800.00	.00	1,800.00	50.0%
	TOTAL SOLID WASTE OPERATIONS	38,421	0	38,421	17,162.13	.00	21,258.87	44.7%



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630	SOLID WASTE OPERATIONS	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL SOLID WASTE OPERATIONS	38,421	0	38,421	17,162.13	.00	21,258.87	44.7%
633	LANDFILL/POST CLOSURE OP							
83	LANDFILL/POST CLOSURE OP							
	62 OPERATING SUPPLIES	6,000	0	6,000	6.30	.00	5,993.70	.1%
	63 CONTRACTUAL SERVICES	97,290	0	97,290	43,662.13	.00	53,627.87	44.9%
	64 CHARGES FOR SERVICES	38,750	0	38,750	.00	.00	38,750.00	.0%
	67 INDIRECT CHARGES	14,300	0	14,300	7,150.02	.00	7,149.98	50.0%
	TOTAL LANDFILL/POST CLOSURE OP	156,340	0	156,340	50,818.45	.00	105,521.55	32.5%
	TOTAL LANDFILL/POST CLOSURE OP	156,340	0	156,340	50,818.45	.00	105,521.55	32.5%
635	SOLID WASTE/ENVIRON. FEES							
81	SOLID WASTE OPERATIONS							
	63 CONTRACTUAL SERVICES	341,050	0	341,050	208,346.26	.00	132,703.74	61.1%
	TOTAL SOLID WASTE OPERATIONS	341,050	0	341,050	208,346.26	.00	132,703.74	61.1%
	TOTAL SOLID WASTE/ENVIRON. FEES	341,050	0	341,050	208,346.26	.00	132,703.74	61.1%
638	SOLID WASTE CAPITAL PROJECTS F							
89	SOLID WASTE CONSTRUCTION							
	61 PERSONNEL SERVICES	0	0	0	2,000.39	.00	-2,000.39	100.0%
	63 CONTRACTUAL SERVICES	0	0	0	20,018.60	.00	-20,018.60	100.0%
	64 CHARGES FOR SERVICES	0	0	0	2,619.50	.00	-2,619.50	100.0%
	65 CAPITAL OUTLAY	1,477,754	0	1,477,754	5,373.94	.00	1,472,380.06	.4%
	67 INDIRECT CHARGES	0	0	0	594.00	.00	-594.00	100.0%
	78 TRANSFERS	29,000	0	29,000	.00	.00	29,000.00	.0%
	TOTAL SOLID WASTE CONSTRUCTION	1,506,754	0	1,506,754	30,606.43	.00	1,476,147.57	2.0%

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638	SOLID WASTE CAPITAL PROJECTS F	ORIGINAL APPROP	TRANFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL SOLID WASTE CAPITAL PROJECTS F	1,506,754	0	1,506,754	30,606.43	.00	1,476,147.57	2.0%
	642 STORM WATER & OPEN SPACE FUND							
	29 STORM DRAIN SDCs							
	65 CAPITAL OUTLAY	93,451	0	93,451	.00	.00	93,451.00	.0%
	TOTAL STORM DRAIN SDCs	93,451	0	93,451	.00	.00	93,451.00	.0%
	TOTAL STORM WATER & OPEN SPACE FUND	93,451	0	93,451	.00	.00	93,451.00	.0%
	648 STORM DRAIN & OPEN SPACE CAPIT							
	29 STORM DRAIN SDCs							
	61 PERSONNEL SERVICES	0	0	0	1,652.35	.00	-1,652.35	100.0%
	63 CONTRACTUAL SERVICES	0	0	0	12,634.44	.00	-12,634.44	100.0%
	64 CHARGES FOR SERVICES	0	0	0	306.00	.00	-306.00	100.0%
	65 CAPITAL OUTLAY	212,107	0	212,107	16,315.26	.00	195,791.74	7.7%
	67 INDIRECT CHARGES	0	0	0	586.00	.00	-586.00	100.0%
	TOTAL STORM DRAIN SDCs	212,107	0	212,107	31,494.05	.00	180,612.95	14.8%
	TOTAL STORM DRAIN & OPEN SPACE CAPIT	212,107	0	212,107	31,494.05	.00	180,612.95	14.8%
	691 GENERAL LANDS & BUILDINGS CAPI							
	59 LANDS AND BLDGS PROJECTS							
	61 PERSONNEL SERVICES	0	0	0	10,459.08	.00	-10,459.08	100.0%
	62 OPERATING SUPPLIES	0	0	0	14,610.35	.00	-14,610.35	100.0%
	63 CONTRACTUAL SERVICES	0	0	0	230,425.79	.00	-230,425.79	100.0%
	64 CHARGES FOR SERVICES	0	0	0	48,969.11	.00	-48,969.11	100.0%
	65 CAPITAL OUTLAY	11,725,305	0	11,725,305	186,351.15	.00	11,538,953.85	1.6%



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691	GENERAL LANDS & BUILDINGS CAPI	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
67	INDIRECT CHARGES	0	0	0	9,470.00	.00	-9,470.00	100.0%
76	DEBT SERVICE	1,460,000	0	1,460,000	.00	.00	1,460,000.00	.0%
	TOTAL LANDS AND BLDGS PROJECTS	13,185,305	0	13,185,305	500,285.48	.00	12,685,019.52	3.8%
	TOTAL GENERAL LANDS & BUILDINGS CAPI	13,185,305	0	13,185,305	500,285.48	.00	12,685,019.52	3.8%
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692	LANDS & BLDGS PARK LAND SDC							
<hr/>								
59	LANDS AND BLDGS PROJECTS							
65	CAPITAL OUTLAY	43,625	0	43,625	.00	.00	43,625.00	.0%
	TOTAL LANDS AND BLDGS PROJECTS	43,625	0	43,625	.00	.00	43,625.00	.0%
	TOTAL LANDS & BLDGS PARK LAND SDC	43,625	0	43,625	.00	.00	43,625.00	.0%
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693	LANDS & BLDG PARKS RM TAX							
<hr/>								
59	LANDS AND BLDGS PROJECTS							
65	CAPITAL OUTLAY	104,632	0	104,632	.00	.00	104,632.00	.0%
	TOTAL LANDS AND BLDGS PROJECTS	104,632	0	104,632	.00	.00	104,632.00	.0%
	TOTAL LANDS & BLDG PARKS RM TAX	104,632	0	104,632	.00	.00	104,632.00	.0%
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694	PARKS DEVELOPMENT SDC							
<hr/>								
59	LANDS AND BLDGS PROJECTS							
65	CAPITAL OUTLAY	50,139	0	50,139	.00	.00	50,139.00	.0%
	TOTAL LANDS AND BLDGS PROJECTS	50,139	0	50,139	.00	.00	50,139.00	.0%
	TOTAL PARKS DEVELOPMENT SDC	50,139	0	50,139	.00	.00	50,139.00	.0%



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720 WASTEWATER	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
720 WASTEWATER							
71 WASTEWATER COLLECTION							
61 PERSONNEL SERVICES	555,104	0	555,104	234,564.18	.00	320,539.82	42.3%
62 OPERATING SUPPLIES	40,180	0	40,180	6,496.96	1,499.10	32,183.94	19.9%
63 CONTRACTUAL SERVICES	181,132	0	181,132	39,344.94	.00	141,787.06	21.7%
64 CHARGES FOR SERVICES	51,636	0	51,636	25,818.00	.00	25,818.00	50.0%
65 CAPITAL OUTLAY	12,000	0	12,000	.00	.00	12,000.00	.0%
TOTAL WASTEWATER COLLECTION	840,052	0	840,052	306,224.08	1,499.10	532,328.82	36.6%
72 WASTEWATER TREATMENT							
61 PERSONNEL SERVICES	832,183	0	832,183	401,655.39	.00	430,527.61	48.3%
62 OPERATING SUPPLIES	357,750	0	357,750	148,266.52	19,921.00	189,562.48	47.0%
63 CONTRACTUAL SERVICES	1,114,489	0	1,114,489	406,910.24	.00	707,578.76	36.5%
64 CHARGES FOR SERVICES	2,043	0	2,043	1,021.50	.00	1,021.50	50.0%
TOTAL WASTEWATER TREATMENT	2,306,465	0	2,306,465	957,853.65	19,921.00	1,328,690.35	42.4%
74 CUSTOMER SERVICE-WASTEWTR							
63 CONTRACTUAL SERVICES	40,016	0	40,016	12,916.78	10,201.70	16,897.52	57.8%
64 CHARGES FOR SERVICES	417,912	0	417,912	194,639.28	.00	223,272.72	46.6%
TOTAL CUSTOMER SERVICE-WASTEWTR	457,928	0	457,928	207,556.06	10,201.70	240,170.24	47.6%
75 DEBT SERVICE-WASTEWATER							
76 DEBT SERVICE	491,063	0	491,063	48,681.77	.00	442,381.23	9.9%
TOTAL DEBT SERVICE-WASTEWATER	491,063	0	491,063	48,681.77	.00	442,381.23	9.9%
76 WASTEWATER-GEN PROGRAM OP							



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	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
63 CONTRACTUAL SERVICES	300	0	300	800.00	.00	-500.00	266.7%
64 CHARGES FOR SERVICES	24,700	0	24,700	12,350.04	.00	12,349.96	50.0%
67 INDIRECT CHARGES	372,900	0	372,900	186,450.00	.00	186,450.00	50.0%
78 TRANSFERS	3,143,300	0	3,143,300	2,600,000.00	.00	543,300.00	82.7%
TOTAL WASTEWATER-GEN PROGRAM OP	3,541,200	0	3,541,200	2,799,600.04	.00	741,599.96	79.1%
TOTAL WASTEWATER	7,636,708	0	7,636,708	4,319,915.60	31,621.80	3,285,170.60	57.0%
722 SEWER SDC							
79 WASTEWATER PROJECTS							
65 CAPITAL OUTLAY	163,708	0	163,708	.00	.00	163,708.00	.0%
TOTAL WASTEWATER PROJECTS	163,708	0	163,708	.00	.00	163,708.00	.0%
TOTAL SEWER SDC	163,708	0	163,708	.00	.00	163,708.00	.0%
725 SEWER ADVANCED FINANCING							
79 WASTEWATER PROJECTS							
65 CAPITAL OUTLAY	3,211	0	3,211	.00	.00	3,211.00	.0%
TOTAL WASTEWATER PROJECTS	3,211	0	3,211	.00	.00	3,211.00	.0%
TOTAL SEWER ADVANCED FINANCING	3,211	0	3,211	.00	.00	3,211.00	.0%
728 WASTEWATER PROJECTS							
79 WASTEWATER PROJECTS							
61 PERSONNEL SERVICES	31,129	0	31,129	26,509.32	.00	4,619.68	85.2%
63 CONTRACTUAL SERVICES	485	0	485	296,406.03	7,350.00	-303,271.03	*****



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728	WASTEWATER PROJECTS	ORIGINAL APPROP	TRANSFRS/ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
64	CHARGES FOR SERVICES	0	0	0	68,549.67	.00	-68,549.67	100.0%
65	CAPITAL OUTLAY	8,224,156	0	8,224,156	379,826.48	10,527.60	7,833,801.92	4.7%
67	INDIRECT CHARGES	0	0	0	15,392.00	.00	-15,392.00	100.0%
	TOTAL WASTEWATER PROJECTS	8,255,770	0	8,255,770	786,683.50	17,877.60	7,451,208.90	9.7%
	TOTAL WASTEWATER PROJECTS	8,255,770	0	8,255,770	786,683.50	17,877.60	7,451,208.90	9.7%
750	WATER OPERATIONS FUNDS							
61	WATER TREATMENT							
61	PERSONNEL SERVICES	689,391	0	689,391	313,293.40	.00	376,097.60	45.4%
62	OPERATING SUPPLIES	338,400	0	338,400	123,945.20	22,423.08	192,031.72	43.3%
63	CONTRACTUAL SERVICES	687,931	0	687,931	283,732.15	.00	404,198.85	41.2%
64	CHARGES FOR SERVICES	8,004	0	8,004	4,002.00	.00	4,002.00	50.0%
65	CAPITAL OUTLAY	21,000	0	21,000	10,735.00	.00	10,265.00	51.1%
	TOTAL WATER TREATMENT	1,744,726	0	1,744,726	735,707.75	22,423.08	986,595.17	43.5%
62	WATER DISTRIBUTION							
61	PERSONNEL SERVICES	812,620	0	812,620	301,092.52	.00	511,527.48	37.1%
62	OPERATING SUPPLIES	211,777	0	211,777	46,456.93	1,499.10	163,820.97	22.6%
63	CONTRACTUAL SERVICES	301,912	0	301,912	103,747.36	.00	198,164.64	34.4%
64	CHARGES FOR SERVICES	40,686	0	40,686	20,343.00	.00	20,343.00	50.0%
65	CAPITAL OUTLAY	61,500	0	61,500	36,857.12	.00	24,642.88	59.9%
	TOTAL WATER DISTRIBUTION	1,428,495	0	1,428,495	508,496.93	1,499.10	918,498.97	35.7%
64	CUSTOMER SERVICE-WATER							
63	CONTRACTUAL SERVICES	32,395	0	32,395	12,491.65	9,901.65	10,001.70	69.1%
64	CHARGES FOR SERVICES	362,882	0	362,882	170,191.02	.00	192,690.98	46.9%
	TOTAL CUSTOMER SERVICE-WATER	395,277	0	395,277	182,682.67	9,901.65	202,692.68	48.7%
65	DEBT SERVICE-WATER							



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	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
76 DEPT SERVICE	504,420	0	504,420	439,628.67	.00	64,791.33	87.2%
TOTAL DEPT SERVICE-WATER	504,420	0	504,420	439,628.67	.00	64,791.33	87.2%
66 WATER-GENERAL PROGRAM OPS							
63 CONTRACTUAL SERVICES	10,350	0	10,350	.00	.00	10,350.00	.0%
64 CHARGES FOR SERVICES	12,350	0	12,350	6,175.02	.00	6,174.98	50.0%
67 INDIRECT CHARGES	369,300	0	369,300	184,650.00	.00	184,650.00	50.0%
78 TRANSFERS	3,560,000	0	3,560,000	2,560,000.00	.00	1,000,000.00	71.9%
TOTAL WATER-GENERAL PROGRAM OPS	3,952,000	0	3,952,000	2,750,825.02	.00	1,201,174.98	69.6%
TOTAL WATER OPERATIONS FUNDS	8,024,918	0	8,024,918	4,617,341.04	33,823.83	3,373,753.13	58.0%
752 WATER SDC FUND							
69 WATER PROJECTS							
65 CAPITAL OUTLAY	155,436	0	155,436	.00	.00	155,436.00	.0%
TOTAL WATER PROJECTS	155,436	0	155,436	.00	.00	155,436.00	.0%
TOTAL WATER SDC FUND	155,436	0	155,436	.00	.00	155,436.00	.0%
755 WATER ADVANCED FINANCING FUND							
69 WATER PROJECTS							
65 CAPITAL OUTLAY	8,247	0	8,247	.00	.00	8,247.00	.0%
TOTAL WATER PROJECTS	8,247	0	8,247	.00	.00	8,247.00	.0%
TOTAL WATER ADVANCED FINANCING FUND	8,247	0	8,247	.00	.00	8,247.00	.0%
758 WATER CAPITAL PROJECTS FUND							
69 WATER PROJECTS							



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758	WATER CAPITAL PROJECTS FUND	ORIGINAL APPROP	TRANFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
61	PERSONNEL SERVICES	31,129	0	31,129	8,263.39	.00	22,865.61	26.5%
63	CONTRACTUAL SERVICES	485	0	485	68,422.85	7,350.00	-75,287.85	*****
64	CHARGES FOR SERVICES	0	0	0	21,105.73	.00	-21,105.73	100.0%
65	CAPITAL OUTLAY	9,059,710	0	9,059,710	19,492.42	1,973.86	9,038,243.72	.2%
67	INDIRECT CHARGES	0	0	0	2,180.00	.00	-2,180.00	100.0%
	TOTAL WATER PROJECTS	9,091,324	0	9,091,324	119,464.39	9,323.86	8,962,535.75	1.4%
	TOTAL WATER CAPITAL PROJECTS FUND	9,091,324	0	9,091,324	119,464.39	9,323.86	8,962,535.75	1.4%
811	GARAGE OPERATIONS FUND							
54	GARAGE OPERATIONS							
61	PERSONNEL SERVICES	359,309	0	359,309	137,400.94	.00	221,908.06	38.2%
62	OPERATING SUPPLIES	338,650	0	338,650	116,867.88	.00	221,782.12	34.5%
63	CONTRACTUAL SERVICES	146,406	0	146,406	73,645.09	.00	72,760.91	50.3%
64	CHARGES FOR SERVICES	30,155	0	30,155	15,077.52	.00	15,077.48	50.0%
67	INDIRECT CHARGES	87,500	0	87,500	43,750.02	.00	43,749.98	50.0%
78	TRANSFERS	554,000	0	554,000	.00	.00	554,000.00	.0%
	TOTAL GARAGE OPERATIONS	1,516,020	0	1,516,020	386,741.45	.00	1,129,278.55	25.5%
	TOTAL GARAGE OPERATIONS FUND	1,516,020	0	1,516,020	386,741.45	.00	1,129,278.55	25.5%
812	EQUIPMENT REPLACEMENT FUND							
55	EQUIPMENT REPLACEMENT							
63	CONTRACTUAL SERVICES	554,700	0	554,700	.00	.00	554,700.00	.0%
65	CAPITAL OUTLAY	788,500	0	788,500	324,264.50	5,794.36	458,441.14	41.9%
	TOTAL EQUIPMENT REPLACEMENT	1,343,200	0	1,343,200	324,264.50	5,794.36	1,013,141.14	24.6%
	TOTAL EQUIPMENT REPLACEMENT FUND	1,343,200	0	1,343,200	324,264.50	5,794.36	1,013,141.14	24.6%
813	INFORMATION TECHNOLOGY FUND							
56	INFORMATION TECHNOLOGY							



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813	INFORMATION TECHNOLOGY FUND	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
61	PERSONNEL SERVICES	592,239	0	592,239	281,650.31	.00	310,588.69	47.6%
62	OPERATING SUPPLIES	10,000	0	10,000	5,325.85	.00	4,674.15	53.3%
63	CONTRACTUAL SERVICES	137,261	0	137,261	82,417.00	2,619.31	52,224.69	62.0%
64	CHARGES FOR SERVICES	26,302	0	26,302	13,150.98	.00	13,151.02	50.0%
67	INDIRECT CHARGES	58,300	0	58,300	29,149.98	.00	29,150.02	50.0%
	TOTAL INFORMATION TECHNOLOGY	824,102	0	824,102	411,694.12	2,619.31	409,788.57	50.3%
	TOTAL INFORMATION TECHNOLOGY FUND	824,102	0	824,102	411,694.12	2,619.31	409,788.57	50.3%
831	PROPERTY SERVICES FUND							
51	PROPERTY MANAGEMENT							
61	PERSONNEL SERVICES	198,909	0	198,909	104,516.17	.00	94,392.83	52.5%
62	OPERATING SUPPLIES	35,095	0	35,095	11,277.61	.00	23,817.39	32.1%
63	CONTRACTUAL SERVICES	343,419	0	343,419	131,102.59	1,039.36	211,277.05	38.5%
64	CHARGES FOR SERVICES	15,600	0	15,600	7,800.00	.00	7,800.00	50.0%
65	CAPITAL OUTLAY	66,000	0	66,000	25,230.65	.00	40,769.35	38.2%
67	INDIRECT CHARGES	66,000	0	66,000	33,000.00	.00	33,000.00	50.0%
78	TRANSFERS	40,000	0	40,000	40,000.00	.00	.00	100.0%
	TOTAL PROPERTY MANAGEMENT	765,023	0	765,023	352,927.02	1,039.36	411,056.62	46.3%
	TOTAL PROPERTY SERVICES FUND	765,023	0	765,023	352,927.02	1,039.36	411,056.62	46.3%
832	ENGINEERING FUND							
23	ENGINEERING							
61	PERSONNEL SERVICES	611,188	0	611,188	271,076.76	.00	340,111.24	44.4%
62	OPERATING SUPPLIES	19,300	0	19,300	7,826.90	1,967.00	9,506.10	50.7%
63	CONTRACTUAL SERVICES	182,142	0	182,142	75,404.02	.00	106,737.98	41.4%
64	CHARGES FOR SERVICES	194,672	0	194,672	97,285.98	.00	97,386.02	50.0%
	TOTAL ENGINEERING	1,007,302	0	1,007,302	451,593.66	1,967.00	553,741.34	45.0%
	TOTAL ENGINEERING FUND	1,007,302	0	1,007,302	451,593.66	1,967.00	553,741.34	45.0%



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833	PARKS & COMMUNITY DEVELOPMENT	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
833 PARKS & COMMUNITY DEVELOPMENT								
24 PARKS & CD MGMT SERVICES								
61	PERSONNEL SERVICES	781,641	0	781,641	381,848.12	.00	399,792.88	48.9%
62	OPERATING SUPPLIES	28,600	0	28,600	4,244.68	.00	24,355.32	14.8%
63	CONTRACTUAL SERVICES	156,323	0	156,323	67,936.17	.00	88,386.83	43.5%
64	CHARGES FOR SERVICES	78,158	0	78,158	39,079.02	.00	39,078.98	50.0%
	TOTAL PARKS & CD MGMT SERVICES	1,044,722	0	1,044,722	493,107.99	.00	551,614.01	47.2%
	TOTAL PARKS & COMMUNITY DEVELOPMENT	1,044,722	0	1,044,722	493,107.99	.00	551,614.01	47.2%
861 WORKERS COMP INSURANCE								
11 WORKERS COMP INSURANCE								
61	PERSONNEL SERVICES	56,728	0	56,728	27,496.82	.00	29,231.18	48.5%
62	OPERATING SUPPLIES	13,700	0	13,700	5,946.55	.00	7,753.45	43.4%
63	CONTRACTUAL SERVICES	323,166	0	323,166	139,398.35	.00	183,767.65	43.1%
	TOTAL WORKERS COMP INSURANCE	393,594	0	393,594	172,841.72	.00	220,752.28	43.9%
	TOTAL WORKERS COMP INSURANCE	393,594	0	393,594	172,841.72	.00	220,752.28	43.9%
862 GENERAL INSURANCE FUND								
12 GENERAL INSURANCE								
61	PERSONNEL SERVICES	30,065	0	30,065	13,619.62	.00	16,445.38	45.3%
63	CONTRACTUAL SERVICES	623,080	0	623,080	462,080.98	.00	160,999.02	74.2%
	TOTAL GENERAL INSURANCE	653,145	0	653,145	475,700.60	.00	177,444.40	72.8%
	TOTAL GENERAL INSURANCE FUND	653,145	0	653,145	475,700.60	.00	177,444.40	72.8%
863 HEALTH INSURANCE FUND								



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863	HEALTH INSURANCE FUND	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13	BENEFITS ADMINISTRATION							
61	PERSONNEL SERVICES	31,000	0	31,000	16,397.14	.00	14,602.86	52.9%
62	OPERATING SUPPLIES	2,900	0	2,900	27.56	.00	2,872.44	1.0%
63	CONTRACTUAL SERVICES	11,410	0	11,410	4,646.83	.00	6,763.17	40.7%
	TOTAL BENEFITS ADMINISTRATION	45,310	0	45,310	21,071.53	.00	24,238.47	46.5%
	TOTAL HEALTH INSURANCE FUND	45,310	0	45,310	21,071.53	.00	24,238.47	46.5%
890	ADMINISTRATIVE SERVICES FUND							
04	HUMAN RESOURCES							
61	PERSONNEL SERVICES	307,337	0	307,337	154,060.12	.00	153,276.88	50.1%
62	OPERATING SUPPLIES	16,400	0	16,400	3,694.36	.00	12,705.64	22.5%
63	CONTRACTUAL SERVICES	164,409	0	164,409	96,739.14	.00	67,669.86	58.8%
64	CHARGES FOR SERVICES	13,133	0	13,133	6,566.52	.00	6,566.48	50.0%
	TOTAL HUMAN RESOURCES	501,279	0	501,279	261,060.14	.00	240,218.86	52.1%
05	MANAGEMENT SERVICES							
61	PERSONNEL SERVICES	601,463	0	601,463	303,211.74	.00	298,251.26	50.4%
62	OPERATING SUPPLIES	8,500	0	8,500	1,488.22	.00	7,011.78	17.5%
63	CONTRACTUAL SERVICES	56,530	0	56,530	18,565.21	.00	37,964.79	32.8%
64	CHARGES FOR SERVICES	34,729	0	34,729	17,364.48	.00	17,364.52	50.0%
	TOTAL MANAGEMENT SERVICES	701,222	0	701,222	340,629.65	.00	360,592.35	48.6%
06	LEGAL SERVICES							
61	PERSONNEL SERVICES	25,077	0	25,077	7,298.30	.00	17,778.70	29.1%
62	OPERATING SUPPLIES	2,000	0	2,000	101.40	.00	1,898.60	5.1%
63	CONTRACTUAL SERVICES	278,327	0	278,327	119,686.60	.00	158,640.40	43.0%
64	CHARGES FOR SERVICES	8,172	0	8,172	4,086.00	.00	4,086.00	50.0%
	TOTAL LEGAL SERVICES	313,576	0	313,576	131,172.30	.00	182,403.70	41.8%



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	ORIGINAL APPROP	TRANSFRS/ ADJUSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
07 FINANCE							
61 PERSONNEL SERVICES	1,316,840	0	1,316,840	617,647.54	.00	699,192.46	46.9%
62 OPERATING SUPPLIES	24,250	0	24,250	4,141.78	150.54	19,957.68	17.7%
63 CONTRACTUAL SERVICES	316,750	0	316,750	160,597.53	41,915.37	114,237.10	63.9%
64 CHARGES FOR SERVICES	59,595	0	59,595	29,797.50	.00	29,797.50	50.0%
TOTAL FINANCE	1,717,435	0	1,717,435	812,184.35	42,065.91	863,184.74	49.7%
08 GENERAL PROGRAM OPERATION							
61 PERSONNEL SERVICES	16,000	0	16,000	1,183.50	.00	14,816.50	7.4%
62 OPERATING SUPPLIES	21,600	0	21,600	10,518.39	.00	11,081.61	48.7%
63 CONTRACTUAL SERVICES	149,700	0	149,700	49,042.81	.00	100,657.19	32.8%
64 CHARGES FOR SERVICES	87,180	0	87,180	54,621.00	.00	32,559.00	62.7%
65 CAPITAL OUTLAY	8,000	0	8,000	.00	.00	8,000.00	.0%
67 INDIRECT CHARGES	84,400	0	84,400	42,199.98	.00	42,200.02	50.0%
78 TRANSFERS	60,000	0	60,000	60,000.00	.00	.00	100.0%
TOTAL GENERAL PROGRAM OPERATION	426,880	0	426,880	217,565.68	.00	209,314.32	51.0%
TOTAL ADMINISTRATIVE SERVICES FUND	3,660,392	0	3,660,392	1,762,612.12	42,065.91	1,855,713.97	49.3%
910 AGENCY FUND							
96 TRUST							
63 CONTRACTUAL SERVICES	25,000	0	25,000	.00	.00	25,000.00	.0%
64 CHARGES FOR SERVICES	12,500	0	12,500	6,250.02	.00	6,249.98	50.0%
TOTAL TRUST	37,500	0	37,500	6,250.02	.00	31,249.98	16.7%
TOTAL AGENCY FUND	37,500	0	37,500	6,250.02	.00	31,249.98	16.7%
970 JO CO-CITY GP SOLID AGENCY							
97 JO CO-CITY GP SOLID AGENCY							



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970	JO CO-CITY GP SOLID AGENCY	ORIGINAL APPROP	TRANSFRS/ADJUSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
62	OPERATING SUPPLIES	800	0	800	.00	.00	800.00	.0%
63	CONTRACTUAL SERVICES	369,600	0	369,600	60,613.81	.00	308,986.19	16.4%
65	CAPITAL OUTLAY	72,000	0	72,000	7,783.32	.00	64,216.68	10.8%
67	INDIRECT CHARGES	22,200	0	22,200	11,100.00	.00	11,100.00	50.0%
	TOTAL JO CO-CITY GP SOLID AGENCY	464,600	0	464,600	79,497.13	.00	385,102.87	17.1%
	TOTAL JO CO-CITY GP SOLID AGENCY	464,600	0	464,600	79,497.13	.00	385,102.87	17.1%
980	JOSEPHINE CO 9-1-1 SYSTEM							
91	JOSEPHINE CO 9-1-1 SYSTEM							
62	OPERATING SUPPLIES	12,500	0	12,500	1,194.99	.00	11,305.01	9.6%
63	CONTRACTUAL SERVICES	711,595	0	711,595	334,461.09	.00	377,133.91	47.0%
65	CAPITAL OUTLAY	10,000	0	10,000	.00	.00	10,000.00	.0%
78	TRANSFERS	25,000	0	25,000	.00	.00	25,000.00	.0%
	TOTAL JOSEPHINE CO 9-1-1 SYSTEM	759,095	0	759,095	335,656.08	.00	423,438.92	44.2%
	TOTAL JOSEPHINE CO 9-1-1 SYSTEM	759,095	0	759,095	335,656.08	.00	423,438.92	44.2%
	GRAND TOTAL	106,933,333	24,000	106,957,333	35,939,275.59	788,780.59	70,229,276.82	34.3%

** END OF REPORT - Generated by Mindy Ellerman **

**CITY OF GRANTIS PASS
CAPITAL CONSTRUCTION FUNDS
12/31/2016**

	FUND 612-619	FUND 638	FUND 648	FUND 642	FUND 691	FUND 692-694	FUND 722 / 752	FUND 725 / 755	FUND 729 / 759	FUND 728	FUND 758	TOTALS
Budgeted Fund Balance 7/1/2016	\$ 3,527,577	\$ 1,343,754	\$ 92,107	\$ 107,951	\$ 3,778,411	\$ 276,164	\$ 940,144	\$ 11,458	\$ -	\$ 4,432,470	\$ 5,023,324	
Actual Fund Balance 7/1/2016	\$ 4,522,760	\$ 1,346,473	\$ 146,303	\$ 208,766	\$ 4,476,029	\$ 196,594	\$ 1,749,864	\$ 61,450	\$ -	\$ 5,834,241	\$ 6,472,323	\$ 25,014,823
Revenues 7/1/16 to 12/31/16:												
Development Charges	\$ 173,580			\$ 91,178		\$ 72,100	\$ 565,532			\$ 185		\$ 902,575
Intergovernmental	\$ 608,743			\$ 1,443								\$ 610,186
Interest	\$ 25,446	\$ 8,142	\$ 1,041		\$ 17,527	\$ 1,481	\$ 8,161	\$ 892		\$ 25,998	\$ 27,418	\$ 116,106
Other (including property sales)	\$ 104,467		\$ 128		\$ 31,075			\$ 5,559				\$ 141,229
Transfers In:												
General Fund	\$ 215,000		\$ 35,000		\$ 970,000					\$ 220,000	\$ 130,000	\$ 1,570,000
Street Utility/ Transportation	\$ 1,111,361		\$ 45,000									\$ 1,156,361
Bancroft Bond Fund												\$ -
Transient Room Tax												\$ -
Lands & Buildings SDC					\$ 159,500	\$ 167,855						\$ 327,355
Sewer General, AFD, and SDC	\$ 15,000				\$ 68,900	\$ (228,400)	\$ (575,000)			\$ 3,060,000	\$ 400,000	\$ (159,500)
Storm Water			\$ 40,000	\$ (40,000)								\$ 2,900,000
Water General, AFD, and SDC	\$ 135,000						\$ (400,000)				\$ 2,525,000	\$ 2,260,000
CDBG/HUD												\$ -
PCD Management												\$ -
Vehicle Maintenance												\$ -
Equip Replacement					\$ 60,000							\$ -
Admin Services					\$ 150,000							\$ -
Tourism					\$ 40,000							\$ -
Property Management												\$ 40,000
Total Revenues	\$ 2,388,697	\$ 8,142	\$ 121,169	\$ 62,621	\$ 1,487,002	\$ 13,036	\$ (401,307)	\$ 6,451	\$ -	\$ 3,306,183	\$ 3,082,418	\$ 10,074,312
Less expenditures 7/1/15 to 12/31/16:												
Direct Project Expenditures	\$ 3,168,972	\$ 27,392	\$ 30,602		\$ 441,846					\$ 702,742	\$ 96,179	\$ 4,467,733
Internal Engineering/GIS Charges	\$ 140,559	\$ 2,620	\$ 306		\$ 48,969					\$ 68,550	\$ 21,106	\$ 282,110
Indirect Administrative Charges	\$ 64,880	\$ 594	\$ 586		\$ 9,470					\$ 15,392	\$ 2,180	\$ 95,102
Total Project Expenditures	\$ 3,374,411	\$ 30,606	\$ 31,494	\$ -	\$ 500,285	\$ -	\$ -	\$ -	\$ -	\$ 786,684	\$ 119,465	\$ 4,842,945
Transfers Out	\$ 30,000											\$ 30,000
Total Expenditures	\$ 3,404,411	\$ 30,606	\$ 31,494	\$ -	\$ 500,285	\$ -	\$ -	\$ -	\$ -	\$ 786,684	\$ 119,465	\$ 4,872,945
Budgetary Fund Balance 12/31/16	\$ 3,606,866	\$ 1,324,009	\$ 235,978	\$ 261,387	\$ 6,472,746	\$ 209,630	\$ 1,348,557	\$ 67,901	\$ -	\$ 8,353,740	\$ 9,435,276	\$ 30,216,190

**CITY OF GRANTS PASS
CAPITAL CONSTRUCTION PROJECTS
12/31/2016**

Project Number	Description	Project Cost		Mid-year budget Changes & Notes	Cost Incurred	
		Estimate @ FY17 Budget			to 6/30/2016	7/1-6/30
TR0000	Transportation Proj - Gen'l				\$ (14)	\$ (444)
TR0000-619	Transportation Projects LID				\$ (279)	
TR1050	Storm Drain Repairs	\$ 20,000	Annually		\$ 136,805	\$ 144,400
TR4719	Fruitdale Trail	\$ 500,000			\$ 268,226	\$ 25,303
TR4934	Redwood Ave LID-Dowell/Hubbard	\$ 4,600,000			\$ 4,650,481	\$ 2,675
TR5022	Master Transportation Plan Updt	\$ 300,000			\$ 206	
TR5025	ROW Purchases	\$ AS AVAILABLE			\$ 45,780	\$ 4,327
TR5083	Traffic Calming	\$ 72,000			\$ 46,808	\$ 12,289
TR6075	Lincoln Rd Sidewalk:Lower River/G ST	\$ 530,000			\$ 602,112	\$ 1,025
TR6087	Jo Co Transit Operations Grant	\$ 1,466,888			\$ 1,175,779	\$ 38,097
TR6115	Drury Lane Reconstruction	\$ 2,225,000			\$ 1,776,253	
TR6116	Allen Cr. Rd. ImprV-W HB	\$ 2,196,446	City's portion		\$ 17,276	\$ 381
TR6118	CMAQ Sidewalk Project	\$ 1,950,000			\$ 76,246	\$ 51,067
TR6158	Street Lighting/Signal Improvements	\$ 10,000	Annually		\$ 27,270	\$ 40,977
TR6161	Bike Lane Striping	\$ 75,000	Annually		\$ 200,203	\$ 6,948
TR6163	Bike Boulevards	\$ 15,000	Annually		\$ -	
TR6165	Gilbert Crk Bridge Repl Savage	\$ 1,300,000			\$ 384,598	\$ 759,257
TR6201	Overlay/Maintenance FY15/FY16	\$ 1,200,000			\$ 477,970	\$ 299,132
TR6203	Redwood Ave Ph3:Pansy/Rdwd	\$ 2,200,000			\$ 291,420	\$ 1,393,107
TR6244	Elmer Nelson Bridge Replacement	\$ 800,000			\$ 100,942	\$ 430,169
TR6245	Edgewater/Evergreen Storm Water Eval.	\$ 500,000			\$ 11,010	\$ 43
TR6247	Dimmick RR Crossing Corridor	\$ 50,000			\$ -	
TR6271	Booth & Isham Improvement	\$ 175,000			\$ 37,136	\$ 158,557
TR6295	Terry Lane				\$ -	\$ 4,251
TR6325	Willow Lane Reconstruction	\$ 2,200,000			\$ -	
TR8413	Sidewalk Infill and Repair Fund	\$ 50,000	Annually		\$ 149,988	\$ 2,668
TR9700	Bikeway Projects - General	\$ 100,000	Annually		\$ 667,660	\$ 182
do pull into totals						
DO0000	Storm Drain & Open Space				\$ (77)	\$ (32)
DO6071	TMDL Implementation Plan Strtup	\$ 30,000	Annually		\$ 80,003	\$ 16,808
DO6169	Storm Wtr Master Plan Update	\$ 435,000			\$ 391,579	\$ 3,529
DO6319	Strom Water Utility & SDC Study	\$ 35,000			\$ -	\$ 11,189
DO6320	Storm Water Mgmt Manual	\$ 50,000			\$ -	\$ -
DO6321	General Engineering Services	\$ 10,000	As available		\$ -	\$ -
WA0000	Water Projects - General				\$ 35,035	\$ (5)
WA4742	Meadow Wood Res. 16	\$ 350,000			\$ 18,456	
WA5094	Water Distrib.Sys Mstr Pln Updt	\$ 250,000			\$ 250,038	\$ (38)
WA5096	WTP Structural Repairs	\$ 75,000	Annually		\$ 409,901	\$ 27,305
WA6000	MSA Task Order #1	\$ 20,000	Annually		\$ 149,951	\$ 13,995
WA6058	Water System Security Projects	\$ 10,000	Annually		\$ 78,507	\$ 5,735
WA6059	Pump Station Repairs	\$ 25,000	Annually		\$ 98,000	\$ 3,091
WA6207	WTP Upgrade	\$ 56,200,000			\$ 388,147	\$ 34,623
WA6248	Purchase of Emergency Water Pump Stations	\$ 200,000			\$ 164,594	\$ (31)
WA6249	Water Main Relocations	\$ 975,000			\$ 673,237	\$ 14,034
WA6250	Water Rate & SDC Study	\$ 70,000			\$ 93	\$ 11,196
WA6251	Purchase Portable Generator for Pump Station	\$ 125,000			\$ 56,800	\$ 309
WA6252	ARC Flash Study WA and SE	\$ 100,000			\$ -	
WA6253	Small Main Replacement FY15	\$ 1,100,000			\$ 184,458	\$ 9,251
SE0000	Sewer Projects - General				\$ (462)	\$ (1)
SE4964	WRP Phase 2 Expansion	\$ 12,026,995			\$ 1,272,213	\$ 153,278
SE5080	WRP Structural Repairs	\$ 75,000			\$ 94,310	\$ (3)
SE5081	Collection Sys. Master Plan	\$ 305,000			\$ 298,599	\$ (27)
SE6012	Western Av Sewer Replcmt	\$ 1,800,000			\$ 121	\$ 4,593
SE6064	Sewer Main Structural Repairs	\$ 3,700,000			\$ 1,766,331	\$ 114,427
SE6112	Sewer Rate Study SE & RS	\$ 70,000			\$ -	\$ 11,197
SE6156	Sewer Mains for Overlays	\$ 1,900,000			\$ -	\$ 876
SE6198	Collection System Maintenance	\$ 75,000	Annually		\$ 285,307	\$ 10,462
SE6199	Pump/Lift Station Equipment Imprvmt	\$ 10,000	Annually		\$ 44,317	\$ 14,385
SE6200	Spaulding Indust.Park WW Infrastructure	\$ 100,000			\$ 5,392	
SE6237	General Engineering Services	\$ 20,000	Annually		\$ 20,411	\$ 11,426
SE6238	Effluent Mixing Zone Dye Tracer Study	\$ 50,000			\$ -	
SE6239	WRP Equipment Improvement	\$ 50,000	Annually		\$ 14,439	\$ (3)
SE6240	Webster PS No. 1 Rehab	\$ 950,000			\$ 424,633	\$ 443,165
SE6323	5th Street Sewer Main Structural Repairs	\$ 1,200,000			\$ -	\$ 22,909
LA0000	Landfill Projects-General				\$ -	\$ (2)
LA2640	Landfill Remediation	\$ 3,043,000			\$ 2,964,912	\$ 22,781
LA4691	Clean-up Program	\$ 30,000	Annually		\$ 157,338	\$ (5)
LA6322	Detention Ponds Repair/Maint	\$ 50,000			\$ -	\$ 7,832
LB0000	Lands & Bldgs Proj - General				\$ (24)	\$ (63)
LB1000	Debt Repayment Project				\$ 120,000	
LB4245	Muni Parking Property Acq	UNKNOWN			\$ -	
LB4377	Municipal Bldg Land Fund	UNKNOWN			\$ 214,322	\$ 9,072
LB4382	Indust. Financial Incentive	UNKNOWN			\$ 369,136	
LB4383	Non-Profit Infra. Incent.	\$ 50,000			\$ 59,785	
LB4539	Allen Creek Park Prop Purchase	\$ 1,151,000			\$ 615,245	\$ 432

**CITY OF GRANTS PASS
CAPITAL CONSTRUCTION PROJECTS
12/31/2016**

Project Number	Description	Project Cost	Mid-year budget	Cost Incurred	
		Estimate @ FY17 Budget	Changes & Notes	to 6/30/2016	7/1-6/30
LB4564	City Service Center Shop	\$ 80,000		\$ 30,784	\$ 39,655
LB4832	River Rd Reserve Purchase	\$ 3,700,000		\$ 3,679,038	\$ 8,037
LB4911	Ramsey/Nebraska Prop.Sale	\$ 900,000		\$ 8,838	
LB4955	Allen Crk Trail: Ramsey-199	\$ 194,000		\$ 71,281	\$ 4,934
LB5067	Tree Refund Program	\$ VARIES		\$ 20,822	
LB5077	Re-Vegetation Program	\$ VARIES		\$ 19,881	
LB6040	Economic Stimulus	\$ 36,150		\$ 30,099	
LB6041	Food Bank Remed/Development	\$ 1,823,000		\$ 1,929,501	\$ (200)
LB6084	Vacant Prop. Safety & Renovation	\$ 130,000		\$ 56,304	\$ 2,423
LB6085	Code/Plan Update	\$ 300,000		\$ 47,086	\$ 1,924
LB6099	Property Acquisition & lot line adj.	\$ 5,000 to 10,000	Annually	\$ 16,416	\$ (1)
LB6101	H T E Replacement	\$ 1,312,000		\$ 1,002,252	\$ 84,894
LB6104	Woodson Park Improvements	\$ 30,000		\$ 2,053	
LB6105	PEG Fund Projects for FY12,FY13	\$ 40,000	Annually	\$ 132,478	\$ 274
LB6108	Small Business Transp. SDC Incent.	\$ 227,000		\$ -	
LB6135	Urban Renewal Analysis	\$ 75,000		\$ 44,994	\$ 44,055
LB6136	Fuels Reduction Plan	\$ 45,000		\$ 9,185	
LB6138	Downtown Hardscape	\$ 40,000		\$ 14,313	\$ 1,659
LB6139	City Entryway	\$ 30,000		\$ -	
LB6141	Emergency Generator in Muni Bldg	\$ 60,000		\$ 46,587	\$ 8,305
LB6142	Remote Emergency Equip	\$ 110,000		\$ 100,604	\$ 15,428
LB6184	Soccer Complex	UNKNOWN		\$ 150,351	\$ (3)
LB6185	Aerial Photography	\$ 12,000		\$ 21,946	\$ (3)
LB6189	Existing Park & Sports Facility Rehabilitation	\$ 306,497		\$ 142,367	\$ (3)
LB6190	Riverside Park, River Trail	\$ 190,000		\$ 107,963	\$ 39,148
LB6191	River Access Points in Parks	\$ 60,000		\$ 8,084	\$ (1)
LB6193	Weekend parkways-Open Streets	\$ 10,000	Annually	\$ 10,747	\$ 903
LB6197	Fire Sprinkler & Structural Retrofit Grants	\$ 665,000		\$ 281,324	\$ 29,303
LB6225	Fleet Maintenance Facility	\$ 600,000		\$ -	
LB6226	Gazebo Replacement Lawnridge & Redwood Parks	\$ 50,000		\$ -	
LB6227	Reinhart Park Irrigation Conversion	\$ 257,000		\$ -	\$ 4,831
LB6228	Alternative Fueling Facility Design & Implementation Plan	\$ 112,000		\$ -	
LB6229	Downtown Parking	\$ 510,000		\$ 240,665	\$ 88
LB6230	Joint Economic Develop. Strategic Plan	\$ 189,000		\$ 115,910	\$ (23)
LB6232	Loveless Park Improvements	\$ 180,000		\$ 7,645	\$ (1)
LB6233	DDA and AFD Evaluation and Clean Up	\$ 50,000		\$ 15,787	\$ 6,479
LB6235	E & F Street Landscaping	\$ 25,000		\$ 13,104	\$ 86
LB6236	Spalding Industrial Park Development	\$ 8,000,000		\$ -	
LB6263	Croxton Park Parcel Sale	\$ 13,000		\$ 2,370	\$ (1)
LB6273	Redwood Empire Sign Restoration	\$ 25,000		\$ 845	
LB6274	Public Safety Property Research	\$ 15,000		\$ 9,824	\$ (1)
LB6277	Downtown Accent Lighting	\$ 20,000		\$ 8,251	\$ 4,815
LB6278	Portable Goals @ Reinhart & Gilbert Crk Parks	\$ 15,000		\$ -	\$ 9,986
LB6279	North I-5 Exit Visual Improvements	\$ 50,000		\$ -	
LB6280	Trails Rehab FY'16-FY'17	\$ 120,000		\$ 4,704	\$ 16,919
LB6281	Fruitdale Park Restroom	\$ 203,000		\$ 19,096	\$ 350
LB6282	City Rebranding	\$ 80,000		\$ 4,532	\$ 4,642
LB6310	Stephen M R Covey Event	\$ 48,500		\$ 12,880	\$ 19,024
LB6311	Develop Park St Landscape & Parking	\$ 100,000		\$ 1,051	\$ 13,165
LB6312	Fire District Feasibility Study	\$ 75,000		\$ 205	\$ 48,933
LB6313	Develop Park Area W. Caveman Bridge	\$ 75,000		\$ -	
LB6314	Downtown Welcome Center Bldg	\$ 150,000		\$ -	
LB6315	Develop Hillcrest Park Reserve	\$ 400,000		\$ -	\$ 1,723
LB6316	Enhance Riverside Park	\$ 780,000		\$ -	\$ 580
LB6318	Parking Lot Art	\$ 15,000	Annually	\$ -	\$ 2,834
LB6326	School Park Construction	\$ 40,000		\$ 3,277	\$ 28,940
LB6327	Technology Lifecycle Management FY17-FY19	\$50,000	Annually	\$ -	\$ 46,744
LB8580	Izaak Walton Bldg Replacement	UNKNOWN		\$ 43,544	
				\$ -	
	TOTALS	\$ 131,874,476		\$ 31,338,205	\$ 4,842,945

Quarterly Investment Report as of December 31, 2016

Total Cash/Investment Balance at Quarter End \$ 71,979,252

		% of Cash Balance	Investment Policy Limit	% Available (Over)
<u>Maximum Maturities</u>				
Total Investments Maturing in				
OVER 36 months	\$ -	0%	0%	0%
OVER 360 days	\$ 15,076,634	21%	30%	9%
OVER 180 days	\$ 16,137,323	22%	55%	33%
OVER 1 day	\$ 18,207,355	25%	85%	60%
<u>Per Issuer Limits</u>				
US Agencies				
TOTAL FHLB Holdings		0%	25%	25%
TOTAL FFCB Holdings	\$ 986,267	1%	25%	24%
TOTAL FHLMC Holdings	\$ 1,983,638	3%	25%	22%
TOTAL FNMA Holdings	\$ 7,938,088	11%	25%	14%
Banking Institutions				
Umpqua Bank (excluding CDARS)	\$ 1,224,725	2%	35%	33%
Bank of the Cascades	\$ 45,667	0%	35%	35%
Washington Federal (excluding CDARS)	\$ 1,041,462	1%	35%	34%
Other				
Banker's Acceptance	\$ -	0%	10%	10%
A1/P1 Rated Commercial Paper	\$ -	0%	10%	10%
Repurchase Agreements	\$ -	0%	10%	10%
TOTAL LGIP Accounts	\$ 51,496,885	72%	75%	3%
<u>Per Investment Type Limits</u>				
US Treasury Obligations	\$ -	0%	85%	85%
US Agency	\$ 10,907,993	15%	75%	60%
Certificate of Deposit	\$ 7,299,362	10%	50%	40%
Bank Deposits: Savings & Money Market	\$ 211,820	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	\$ 51,496,885	72%	75%	3%
<u>Performance Standards & Benchmarks</u>				
	QTR Average	<u>Oct 2016</u>	<u>Nov 2016</u>	<u>Dec 2016</u>
Average Yield for City Investments	1.08%	1.08%	1.08%	1.07%
LGIP Rate	1.03%	1.03%	1.03%	1.03%
3 Month T-Bill	0.43%	0.33%	0.45%	0.51%
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.				

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: Anderson, Eames, Lindsay, Lovelace, Riker, Roler and Sharp. 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, Public Works Director Canady, City Attorney Bartholomew and City Recorder Frerk. Absent: Councilor Flaming.

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

Proclamation: Teen Dating Violence Awareness Month

1. PUBLIC COMMENT:

2. PUBLIC HEARINGS

- a. Ordinance amending a public installed Advance Finance District (TR4571) for West Harbeck Road Improvements (Street, Storm Drain, Irrigation, and Water).

Councilor Lindsay moved to table this item to a date uncertain. The motion was seconded by Councilor Lovelace. The vote resulted as follows: "Ayes": Anderson, Eames, Lindsay, Lovelace, Riker, Roler and Sharp. "Nays": None. Abstain: None. Absent: Flaming. The motion passed.

- b. Ordinance amending a public installed Reimbursement District (TR5008) for Rogue River Highway Phase 2 Waterline Extension.

Councilor Lindsay moved to table this item to a date uncertain. The motion was seconded by Councilor Lovelace. The vote resulted as follows: "Ayes": Anderson, Eames, Lindsay, Lovelace, Riker, Roler and Sharp. "Nays": None. Abstain: None. Absent: Flaming. The motion passed.

- c. Ordinance amending public installed Advance Finance Districts (WA4366 & TR 4366) for "N" Street Water, Road & Storm Drain Improvements.

Councilor Lindsay moved to table this item to a date uncertain. The motion was seconded by Councilor Lovelace. The vote resulted as follows: "Ayes": Anderson, Eames, Lindsay, Lovelace, Riker, Roler and Sharp. "Nays": None. Abstain: None. Absent: Flaming. The motion passed.

3. CONSENT AGENDA:

- a. Motion approving the minutes of the City Council meeting of January 18, 2017..

Councilor Roler moved and Councilor Lindsay seconded that the minutes of the City Council meeting of January 18, 2017 be approved and the vote resulted as follows: "Ayes": Anderson, Eames, Lindsay, Lovelace, Riker, Roler and Sharp. "Nays": None. Abstain: None. Absent: Flaming. The motion passed.

- b. Motion acknowledging the minutes of the Parks Advisory Board meeting of December 8, 2016.

Councilor Roler moved and Councilor Lindsay seconded to acknowledge the minutes of the Parks Advisory Board meeting of December 8, 2017 and the vote resulted as follows: "Ayes": Anderson, Eames, Lindsay, Lovelace, Riker, Roler and Sharp. "Nays": None. Abstain: None. Absent: Flaming. The motion passed.

4. COUNCIL ACTION:

- a. Resolution adopting the City's Strategic Plan for 2017-2018.

RESOLUTION NO. 17-6500

Councilor Lindsay moved and Councilor Riker seconded that Resolution 17-6500 be adopted and the vote resulted as follows: "Ayes": Anderson, Eames, Lindsay, Lovelace, Riker, Roler and Sharp. "Nays": None. Abstain: None. Absent: Flaming. The resolution is adopted.

- b. Resolution adopting the joint Economic Development Strategic Plan.

RESOLUTION NO. 17-6501

Councilor Lindsay moved and Councilor Eames seconded that Resolution 17-6501 be adopted and the vote resulted as follows: "Ayes": Anderson, Eames, Lindsay, Lovelace, Riker, Roler and Sharp. "Nays": None. Abstain: None. Absent: Flaming. The resolution is adopted.

- c. Resolution forming the Collaborative Economic Development Committee.

RESOLUTION NO. 17-6502

Councilor Lindsay moved and Councilor Eames seconded that Resolution 17-6502 be adopted and the vote resulted as follows: "Ayes": Anderson, Eames, Lindsay, Lovelace, Riker, Roler and Sharp. "Nays": None. Abstain: None. Absent: Flaming. The resolution is adopted.

- d. Resolution authorizing the City Manager to extend the Jail Agreement with Josephine County for adult jail services.

RESOLUTION NO. 17-6503

Councilor Riker moved and Councilor Eames seconded that Resolution 17-6503 be adopted and the vote resulted as follows: "Ayes": Eames, Lindsay, Riker and Roler. "Nays": Anderson, Lovelace and Sharp. Abstain: None. Absent: Flaming. The resolution is adopted.

5. APPOINTMENTS

- a. Appoint one member to the Tourism Advisory Committee.

Councilor Lindsay moved and Councilor Riker seconded that Sara Bristol be appointed to the Tourism Advisory Committee and the vote resulted as follows: "Ayes": Anderson, Eames, Lindsay, Lovelace, Riker, Roler and Sharp. "Nays": None. Abstain: None. Absent: Flaming. The motion passed.

6. MATTERS FROM MAYOR, COUNCIL AND STAFF:

- a. Review Mayor/Council emails.

None.

- b. Committee Liaison reports.

- c. Committee Motions.

The motion from the Parks Advisory Board was reviewed.

7. EXECUTIVE SESSION: None.

8. ADJOURN:

There being no further business to come before the Council, Mayor Fowler adjourned the meeting at 8:44 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
December 14, 2016 – 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. Commissioners Loree Arthur, David Kellenbeck, Lois MacMillan, Blair McIntire, and Vice Chair Jim Coulter were present. Commissioner Robert Wiegand and Dan McVay were absent. Also present and representing the City was Parks & Community Development Director Lora Glover and City Council Liaison Rick Riker.

2. ITEMS FROM THE PUBLIC: None.

3. CONSENT AGENDA:

a. **MINUTES: November 30, 2016**

Pg. 1-05

b. **FINDINGS OF FACT:** None

MOTION/VOTE

Commissioner Kellenbeck moved and Commissioner MacMillan seconded the motion to approve the consent agenda from November 30, 2016. The vote resulted as follows:

“AYES”: Commissioners Arthur, Coulter, Fitzgerald, Kellenbeck, and McIntire.

“NAYS”: None. **Abstain:** None. **Absent:** Wiegand and McVay

The motion passed.

4. PUBLIC HEARINGS: None

5. OTHER ITEMS/STAFF DISCUSSION:

a. Staff Updates – Discussion

- PCD Director Glover stated they received a request from Panda Express to modify their drive-thru window and will be moving the menu board about 7 spaces back along Terry Lane. She and Commissioner Fitzgerald will meet with a Winco representative on

December 15 to discuss some ideas with them on the parking lot. She thanked the Commissioner for making that happen.

- On a policy level, Schedule 12 talks about their procedures and what applications fall into Type I, II, or III and Planning Commission are Type III. With the concerns this Commission has expressed with the Panda Express drive-thru situation, she offered to automatically send those up for the Commission to review at a site plan review level or a Type 3 Planning Commission hearing. She doesn't want to make it more inconvenient for the applicant but also wants to keep it streamlined but have more eyes on some of these issues. The Commissioners would like to see those.
- Parks & Community Development is next to go through an audit to review their organizations processes and best practices. There will be some extra burden on the review process but bringing those Drive-Thru windows up for review during the pre-app and Commissioners could express their concerns.
- Commissioner MacMillian feels they should just ask questions and not try to design the project.
- Lora agreed and mentioned she works with staff to watch for issues and potential problems but it would help to have the Commission review applications. All the Commissioners get the pre-apps via email.
- Commissioner MacMillian suggested adding a spot on the agenda for these reviews.
- Lora stated they can review during staff updates.
- There are several Type II applications coming including the Taprock Convention/Hotel addition. There is a fourplex for M and 12th streets and they will be removing an existing home. There is a partition off Grandview and they will need to put in a private street. St. Anne's Catholic Church wants to replace their current church, plus the Phase II upgrade of the Water Restoration Plant. Normally this type of upgrade would be a Type III hearing but since they are only adding in a few components it will be a Type II.

- Commissioner Fitzgerald asked if this project is a bad optic for the City to be doing but also sit in judgement of it and not have it publically aired.
- Lora mentioned it will be a Type II hearing and would be noticed for the hearings officer. She also has not received a lot of complaints on this upgrade. Since most of the components are down by the river there shouldn't be any issues with the neighbors.
- There will not be a meeting on December 28.
- The Valley Lights PUD probably won't be back in until January 25.
- Chair Fitzgerald asked Lora to look into how it takes to get verbatim minutes if someone were to request them.
- Lora stated it would probably have to be hired out and about two weeks to get them. The requestor would have to pay for that transcription. She mentioned the audio is available.
- Chair Fitzgerald asked if Lora could put together information about how long it takes and how to get verbatim minutes in case the question ever comes up.
- Lora will talk to administration.
- Commissioner Arthur asked if there would be any issues with having discussions about the pre-apps if they review them.
- Chair Fitzgerald stated there would be no ex-parte information since the Commissioners would be present during those discussions.
- Lora added that as long as Commissioners aren't forming a decision it would be fine. Plus, the pre-app meetings and site plan review meetings are open to the public.

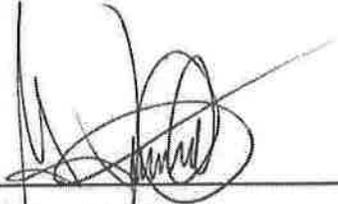
6. ITEMS FROM COMMISSIONERS:

- There was discussion of the Findings of Facts that are published in the Daily Courier after a meeting that is misleading to the reader, suggesting there could be more discussion at an upcoming meeting. What would the process be and does the Commission need to be concerned or readdress these matters?
- Lora will confirm what the processes are but mentioned there are many steps and it could be a quagmire.

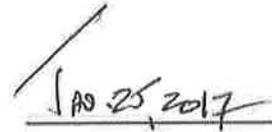
7. ADJOURNMENT:

Chair Fitzgerald adjourned the meeting at 6:23 pm

Next Meeting: January 11, 2017



Gerard Fitzgerald, Chair
Urban Area Planning Commission



Date

These minutes were prepared by Donna Anderson, City Administration Department

COMMITTEE ON PUBLIC ART
Meeting Minutes – January 17, 2017 at 5:30 pm
Courtyard Conference Room

Committee Members:

Dennis Hatch (Chair)
Al Devine
Cynthia Charat
Cal Kenney
Bee Bantug – Absent
Julie Imhof
Joseph Scheinberg
Michael Holzinger
Sulaiha McDougall

City/Staff/Council Liaisons:

Susan Seereiter (City Business Advocate)

Guests:

None

1. Review/Approval of Minutes (December 5, 2016).

Member Kenney moved and Member Imhof seconded the motion to approve the minutes from December 5, 2016 as presented. The vote resulted as follows: “AYES”: Committee Members Charat, Hatch, Devine, Holzinger, Imhof, Kenney, McDougall, and Scheinberg. “NAYS”: None. Abstain: None. Absent: Bantug. The motion passed.

There was no audio available from this meeting.

2. Comments from Chair, Council Liaison and Staff Liaison

- Julie requested Wayd Drake, manager of Barnstormers, to be placed on next month’s agenda.
- Cynthia shared that Janet Higgins is almost done with the deer sculpture.
- Dennis mentioned their goal presentation at Strategic Planning on Friday at 9:15 am.
- Dennis discussed the Salmon Lot project. Al brought up that the City has the rights to the salmon mold for the sculpture used on the Pedestrian Bridge. Cynthia will contact Peter Sedlow for the location of the mold.
- New public art guidelines and criteria. Committee will form a subcommittee to review the application and selection process. This was a proposal that Bee made but wasn’t present to explain. Dennis will table this until Bee is in attendance. Further discussion about funding and potential Public Art funding. It will be a learning process once the funding is available.
- Cal explained to new members what mural of the month is and how it came about. Starting this month, Cal has been in contact with photographer Sue Jordan to take the photos. Group discussion suggested they would like to have the mural on the same date and position each month so people will expect it. Cynthia suggested putting the pictures of the murals on the website.
- Cal gave recognition to the Josephine County Cultural Coalition for funding the grant.

- Al talked about the 5th and 'H' Arts District, aka Owl Parking lot. This committee wants to be involved and to have a voice in creating the "nucleus". He also explained how portable art fits in with the concept and makes it easier to have more art. He discussed the area becoming more of a plaza.
- There was discussion of the possible NEA Grant and the utilization of the Urban Renewal Agency.

3. Master Plan Review

- Dennis tabled until next meeting.

4. Vote for CoPA vice-chair

- Dennis asked if anyone would like to be vice-chair. Notes did not mention if someone volunteered.

5. Appoint subcommittee for "application review and selection process".

- There are new public art guidelines and criteria. Committee will form a subcommittee to review applications and the selection process. This was a proposal that Bee made but wasn't present to explain. Dennis will table this until Bee is in attendance.
- Al suggested two separate committees. One for the NEA Grant and one to concentrate on the portable murals. Al asked the group of another member to join the subcommittee for the Downtown Arts District Committee. Former members Dennis Dreher and Jill Smith can still be on a subcommittee. Sulaiha joined Al's subcommittee. Dennis discussed the definition of serial meetings. It is still acceptable to discuss outside of public meetings as long as it is not a quorum and no final decisions are made.

6. Discuss City Entryway capital project for CoPA to participate & initiate.

- Susan spoke about the City Entryway capital project. There was a lot of discussion about past efforts to landscape this area. Dennis suggested including Tourism in the planning. He will contact Jon Bowen and report back to this committee. Julie volunteered to form the subcommittee and work with Jon. Sulaiha also volunteered to be on the subcommittee. Dennis asked Michael to join the subcommittee to photograph the entire inventory. Subcommittee will consist of Dennis Hatch, Michael Holzinger and Julie Imhof.
- There was discussion about the types of materials (boulders and such) that can be used and the businesses that could possibly contribute. Julie asked for a copy of the inventory. Dennis will get that to her.

Meeting adjourned at 7:06 pm

Next scheduled meeting: February 14, 2017 at 5:30 pm, Courtyard Conference Room

Minutes were prepared by Donna Anderson, Administration Department, City of Grants Pass.

BIKEWAYS AND WALKWAYS COMMITTEE
Meeting Minutes – December 13, 2016 at 12:00 PM
Courtyard Conference Room

Member Attendance:

Paul Hart (Chair)
Lesley Orr (Co-Vice Chair)
Dana Christensen (Co-Vice Chair)
Chip Dennerlein – Arrived late
Larry Turpen - Absent
Cliff Kuhlman
Mark Lansing - Absent
Mark Acosta
Bob Lange
Brian Heron - Just appointed

City/Staff/Council Liaisons:

Fred Saunders (PCD)
Rob Brandes (JoCo Public Works)
Dan Dorrell (ODOT)
Valerie Lovelace (City Council) - Absent
Keith Heck (County Commissioner) - Absent
Ed Burke (Public Safety)

Guests:

Mike Sanford

I. Business – Continuing

A. Approval of Minutes – November 8, 2016

MOTION/VOTE

Committee Member Orr moved and Committee Member Lange seconded the motion to approve the minutes from the November 8, 2016 as presented. The vote resulted as follows: “AYES”: Committee Members Hart, Orr, Christensen, Kuhlman, Acosta, and Lange. “NAYS”: None. Abstain: None. Absent: Committee Member Dennerlein, Lansing, Turpen and Heron.
The motion passed.

B. Bike map discussion

- Fred talked about the bike map that started when Michael Black was still here. There are projects that were planned but it should be reviewed to make it current. Many projects have been done. He asked the committee how they would like to handle the review.
- Committee elected to discuss further at their next meeting.

C. Ride the Rogue Discussion

- Richard at BikeKraft is no longer in charge of Ride the Rogue. Don's Bike Center is taking it over. However, they have requested a person from this committee to organize it. Dana and Chip will speak with Don for further information.

D. Updates from Staff/Liaison and questions

1. City

- Fred stated the City Council prioritized some sidewalk installation projects. Beacon between Madrone and the Parkway is number one and the Pine Street infill next which will occur this summer.

- Red Robin trail connection application has been made. An IGA (Intergovernmental Agreement needs to be signed.
- The owner of Cartwrights asked for a sign at the end of the bike path that comes onto Union Avenue. Committee discussed if that location warrants signage.
- A new asphalt pedestrian trail will be installed at the Hillcrest Park Reserve Property. There will be a few connectors along the way.

2. County

- Rob mentioned they were awarded the Federal Lands grant for Galice Road so a lot of guardrails, turnouts and other safety enhancements will happen next summer.
- New Hope Road needs to be broomed.
- The ongoing issue of the guardrail behind the Fairgrounds off Pansy Lane was discussed.
- There are some unspent CMAQ (Congestion Mitigation and Air Quality) funds available. City and County officials decided to do some design survey and permitting work to start on the Hillcrest, 9th, 10th and Churchill loop. It is a ways out but this is the first step.
- Rob asked if a clump of blackberries caused any visual impairment on the path at the YMCA road by the horse track. Committee indicated it wasn't a problem.

3. ODOT

- Dan needs to meet with Fred for the Caveman Bridge project.
- There are some timing issues on Terry Lane coming off the Parkway.
- Rob mentioned that the loop on Redwood Avenue going east and coming onto Hwy 199 wasn't activating correctly.

4. Public Safety

- None.

II. Business – New

- Paul would like to keep the green paint discussion going.
- They have 7 goals to turn in to Karen, the City Recorder.
- Fred mentioned that Priority 2, crosswalk for Hawthorne and Midland, is a concern for the Streets Department at this location.
- Fred suggested wording this goal more towards identifying problem areas and offer solutions instead of specifics.
- Cliff mentioned the most pressing issue on Hawthorne is at Gilbert Creek Park with all the new traffic by the tennis courts.
- Chip suggested the group communicate this as a continuation of the whole system in that area, including connectivity with the walking path. He suggests our goal be to develop and maintain a list.
- Lesley will reword the goals to express member's latest concerns.
- Member mentioned to also add to number 4, the Elk Lane/Stringer Gap trails and Paul mentioned the Dollar Mountain, Rogue River trails as being something to develop in the future.
- Concern of liability issues with crossing private property was discussed.
- Allow for connectivity from city bike paths to mountain bike areas such as Cathedral Hills Trails and Elk Lane/Stringer Gap Trails.

- Lesley complimented the work that has been done on Redwood Avenue.
- Fred thanked Dan for all his help getting the poles for the traffic lights worked out. There were some delays but it should be done in January. There is also a new RRFB crossing (Rectangular Rapid Flash Beacon) near the Cedarwood Saloon.
- Chip mentioned the traffic that is happening up on Hawthorne on the north end. Traffic is increasing and becoming an issue.
- Dan added that the signal may cause issues with stacking at Allen Creek Road and he may have to shorten the green light time on 199.

Meeting adjourned at 12:52 pm

Next meeting date: January 10, 2017 at 12:00 pm in the Courtyard Conference Room

These minutes were prepared by Donna Anderson, City Administration Department

ALLEN CREEK SPORTS PARK TASK FORCE
Meeting Minutes – June 7, 2016 at 5:00 pm
Courtyard Conference Room

Attendance:

Dan Trader (Chair)
Dick Matti
Mark Johnson
Jake Musser - Absent
Cory Johnston
Darren Huddleston
Ruth Berkey - Absent
Gabe Snodgrass - Absent
Jess Elzy - Absent

City/Staff/Council Liaisons:

Lora Glover (PCD Director)
Mayor Darin Fowler (Council Liaison)

Guests:

Scott Lindberg (City Grant Specialist)

I. Business - Continuing

A. Approval of Minutes: February 2, 2016

MOTION/VOTE

Task Force Member Matti moved and Task Force Member Johnston seconded to approve the minutes as presented from the February 2, 2016 meeting. The vote resulted as follows: "AYES": Task Force Members Trader, Matti, Johnson, Johnston, and Huddleston. "NAYS": None. Abstain: None. Absent: Task Force Members Musser, Berkey, Snodgrass, and Elzy. The motion passed.

II. Business - New

A. Welcome/Acknowledgments

B. Other Business

1. Project Updates

- Lora handed out a map showing the properties that are currently city owned near the proposed area for the Allen Creek Sports Complex. The task force discussed the map briefly.
- Lora let the task force know that she had a third meeting with the school board about the proposed complex and she met with Greg Ausland.
- The school board would like to rebuild both North and South middle schools. Move South to Redwood Elementary and use the current South land for a special use facility. They would also like to rebuild Allendale.
- The school board is concerned about building the Sports Complex in the proposed area. The board doesn't want to tie the hands of future school boards by entering into an agreement to have the complex on school owned lands. School board is very concerned about room with the sports complex as they are considering building the new school on the current main field.
- The school district contacted Lora about entering into an IGA, which could mean that things are continuing to move forward, but Lora is

concerned that it is only at a staff level and final approval still needs to come from the school board. There will be a meeting with the school district on June 8 and the school district has requested that Aaron Cubic and Jay Meredith attend as well as Lora.

- The task force discussed alternative lands for either the school district to build or for the park to relocate. There are alternative properties that we may be able to acquire for the school to use to put modulars on while the school is being built.
- Lora will send out an update email once the meeting is out to give an overview of what was discussed and proposed.
- The task force discussed the Lower River Rd land; however there are limits on options for the soccer fields due to it being farm land. The city wouldn't be allowed to put in turf fields due to the permanent infrastructure required.
- The task force discussed some conflicts with City Council due to the Allen Creek road upgrades and possible design conflicts with the need to work around the proposed complex.
- Lora asked if the four fields needed for a tournament has to be at the same location. Would it be possible to do it if there were two fields at one location and two at another? Allenwood Reserve isn't too far away and there is a possibility of getting two fields there.
- Lora confirmed that she will send out an update to the task force concerning the results of her meeting on the 8th. Plan B options can be discussed next meeting if the meeting does not go in favor of the task force.

C. Adjournment

III. Next Meeting: July 5, 2016

These minutes were prepared by Carlie Paulsen, Administration Department, City of Grants Pass.

Item: Ordinance amending Municipal Code Chapter
11 - Marijuana Businesses, Section 11.01.500
Buffers.

Date: February 15, 2017.

SUBJECT AND SUMMARY:

This ordinance would amend Municipal Code Chapter 11 - Marijuana Businesses—
Time, Place, and Manner.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goal of **KEEPING CITIZENS SAFE** by buffering adult
businesses that are illegal under federal law.

CALL TO ACTION SCHEDULE:

Call to action schedule: at Council's discretion.

BACKGROUND:

The Municipal Code Chapter 11 contains regulations on the time, place, and manner of
marijuana businesses. The current provisions address locational proximity to schools,
parks, and residential neighborhoods. They also regulate hours of operation, prohibit
minors from entering, and prohibit colocation (more than one type of marijuana
business in one location). The Municipal Code does not regulate proximity of marijuana
businesses to other marijuana businesses.

State law currently requires that medical marijuana dispensaries be located at least
1,000 feet from other medical marijuana dispensaries. State law does not have any
proximity regulations for other marijuana businesses, including retail stores.

State law permits reasonable time, place, and manner restrictions to be applied to
marijuana businesses. However, State law specifically states that cities may not require
that retail stores be located more than 1,000 feet from other retail stores. For example,
a city may require that retail stores be located at least 500 feet or 1,000 feet from other
retail stores, but cannot require that retail stores be located 1,001 feet apart. The State
law limitation does not apply to other marijuana businesses, such as processors or
producers.

Staff Report (continued):

Staff has prepared several alternative amendments to the Municipal Code that impose buffering requirements between marijuana businesses.

1. One amendment only imposes a 1,000 feet restriction on retail stores.
2. Another amendment imposes a 1,000-foot buffer requirement between ALL marijuana businesses, but carves out an exception for retail stores so that they must only be 1,000 feet apart from each other, notwithstanding any closer marijuana businesses. The exception is necessary to comply with the aforementioned State law that does not permit cities to require a greater distance than 1,000 feet from retail stores.
3. The third proposed amendment requires a 1,000-foot buffer between marijuana businesses of like kind (retail stores must be 1,000 feet from other retail stores, processors must be 1,000 feet from other processors, etc.).

COST IMPLICATION:

None.

ALTERNATIVES:

1. Adopt one of three proposed ordinances;
2. Amend one of the proposed ordinances; or
3. Refrain from additional legislation.

RECOMMENDED ACTION:

The action is at Council's discretion.

POTENTIAL MOTION:

I move to have the Ordinance amending Municipal Code Chapter 11, Marijuana Businesses as shown in Exhibit _____ read by title only, first reading.

I move to have the Ordinance amending Municipal Code Chapter 11, Marijuana Businesses as shown in Exhibit _____ read by title only, second reading.

I move to adopt the Ordinance amending Municipal Code Chapter 11, Marijuana Businesses as shown in Exhibit _____.

ORDINANCE NO.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF GRANTS PASS AMENDING MUNICIPAL CODE CHAPTER 11- MARIJUANA BUSINESSES, SECTION 11.01.500 BUFFERS.

WHEREAS:

1. Oregon law restricts the location of medical marijuana dispensaries to no closer than 1,000 feet from other medical marijuana dispensaries; and
2. No other provision of Oregon law imposes buffering requirements on other types of marijuana businesses; and
3. Oregon law provides that cities may impose reasonable time, place, and manner restrictions on marijuana businesses; and
4. The Council of the City of Grants Pass believes that imposing buffering requirements on marijuana businesses balances the demand for marijuana businesses, while maintaining quality of life for the citizens of Grants Pass.

NOW, THEREFORE, THE CITY OF GRANTS PASS HEREBY ORDAINS: The Grants Pass Municipal Code Chapter 11.01.500 is hereby amended as set forth in Exhibit ____ and is incorporated herein by reference.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 15th day of February 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 February 2017.

Darin Fowler, Mayor

ATTEST:

Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney _____



EXHIBIT A-1

11.01.500 Buffers

Marijuana Businesses may not be located within 200 feet of any R-1, R-2, R-3, R-4 or other residential zone (measured in a straight line from the closest edge of the property line on which the Marijuana Business is located to the closest edge of property in the residential zone).

Marijuana Businesses may not be located within 1000 feet of all of the following facilities (measured in a straight line from the closest property line on which the Adult Business is located to the closest edge of the property line on which the facility is located):

1. A "school, public" as defined by Article 30, with an average weekday attendance (during any continuous 3 month period during the preceding 12 months) of not less than 50 children who are under 18 years of age; or
2. A public library; or
3. A public park which covers an area of not less than 20,000 square feet and has facilities such as a playground, baseball field, football field, soccer field, tennis court, basketball court, or volleyball court; or
4. A commercial or residential recreational facility, as defined in Article 30, which serves children under 18 years of age, and has a total area for indoor and outdoor recreation (not including parking) of not less than 20,000 square feet.

Additionally, Marijuana retailers may not be located within 1,000 feet of other Marijuana retailers.

EXHIBIT A-2

11.01.500 Buffers

Marijuana Businesses may not be located within 200 feet of any R-1, R-2, R-3, R-4 or other residential zone (measured in a straight line from the closest edge of the property line on which the Marijuana Business is located to the closest edge of property in the residential zone).

Marijuana Businesses may not be located within 1,000 feet of all of the following facilities (measured in a straight line from the closest property line on which the Adult Business is located to the closest edge of the property line on which the facility is located):

1. A "school, public" as defined by Article 30, with an average weekday attendance (during any continuous 3 month period during the preceding 12 months) of not less than 50 children who are under 18 years of age; or
2. A public library; or
3. A public park which covers an area of not less than 20,000 square feet and has facilities such as a playground, baseball field, football field, soccer field, tennis court, basketball court, or volleyball court; or
4. A commercial or residential recreational facility, as defined in Article 30, which serves children under 18 years of age, and has a total area for indoor and outdoor recreation (not including parking) of not less than 20,000 square feet; or
5. **Another Marijuana Business, except that a Marijuana retailer may be located within 1,000 feet of any Marijuana Business as long as the Marijuana retailer is not within 1,000 feet of another Marijuana retailer.**

EXHIBIT A-3

11.01.500 Buffers

Marijuana Businesses may not be located within 200 feet of any R-1, R-2, R-3, R-4 or other residential zone (measured in a straight line from the closest edge of the property line on which the Marijuana Business is located to the closest edge of property in the residential zone).

Marijuana Businesses may not be located within 1000 feet of all of the following facilities (measured in a straight line from the closest property line on which the Adult Business is located to the closest edge of the property line on which the facility is located):

1. A "school, public" as defined by Article 30, with an average weekday attendance (during any continuous 3 month period during the preceding 12 months) of not less than 50 children who are under 18 years of age; or
2. A public library; or
3. A public park which covers an area of not less than 20,000 square feet and has facilities such as a playground, baseball field, football field, soccer field, tennis court, basketball court, or volleyball court; or
4. A commercial or residential recreational facility, as defined in Article 30, which serves children under 18 years of age, and has a total area for indoor and outdoor recreation (not including parking) of not less than 20,000 square feet.

Additionally, Marijuana processing sites may not be located within 1000 of other Marijuana processing sites, Medical marijuana dispensaries may not be located within 1000 of other Medical marijuana dispensaries, Marijuana producers may not be located within 1000 of other Marijuana producers, Marijuana processors may not be located within 1000 of other Marijuana processors, Marijuana wholesalers may not be located within 1000 of other Marijuana wholesalers, and Marijuana retailers may not be located within 1,000 of other Marijuana retailers.

Item: Resolution authorizing the City Manager to reimburse Southern Oregon Restoration, Inc. for oversizing the sanitary sewer line in Midland Avenue.

Date: February 15, 2017

SUBJECT AND SUMMARY:

Consider a resolution authorizing the City Manager to reimburse Southern Oregon Restoration, Inc. (SOR) for oversizing the sanitary sewer line in Midland Avenue.

RELATIONSHIP TO COUNCIL GOALS:

This supports the Council's goal to maintain, operate and expand our **INFRASTRUCTURE** to meet community needs by constructing the sanitary sewer system in a fiscally-sound, efficient, and regulatory-compliant manner.

CALL TO ACTION SCHEDULE:

The developer is proposing construction of a 12" sanitary sewer line in Midland Avenue to facilitate development of an existing lot and is requesting reimbursement for the upsizing from the required 8" sanitary sewer line. Call to action schedule: February 15, 2017.

BACKGROUND:

In April, 2016, SOR was notified that construction of a new sewer main in Midland Avenue would be required to eliminate a sewer lateral that crossed the proposed development. City planning originally directed SOR to extend the existing 8" sewer main in Midland Avenue. Gerlitz Engineering designed and submitted for City review plans showing the extension of the existing 8" sewer main. During the review process Public Works staff asked for the installation of the 12" main in accordance with the newly adopted Collection System Master Plan.

The change, directed by City Public Works, required additional engineering as the line had to be installed at a lower depth to accommodate future flows from 6th Street. Plans were re-submitted and approved by the City in December 2016 and construction began on January 16, 2017.

Per the Municipal Code Section 3.20.300 the developer is eligible for a Sewer System Development Charge (SDC) credit for qualified sanitary sewer improvements.

The total sewer SDCs for the proposed new sanitary sewer connection are in the amount of \$2,597. The requested reimbursement is \$8,390 leaving a balance of \$5,793 which could be allocated from the Sewer Capital Fund.

ITEM: 4.b. RESOLUTION AUTHORIZING THE CITY MANAGER TO REIMBURSE SOUTHERN OREGON RESTORATION, INC. FOR OVERSIZING THE SANITARY SEWER LINE IN MIDLAND AVENUE.

Staff Report (continued):

COST IMPLICATION:

Revenue Source: Any proposed reimbursement beyond the maximum Sewer SDC credit would need to come from the Wastewater Capital Fund. The City has not budgeted for oversizing costs in FY17.

ALTERNATIVES:

1. Council can approve the resolution authorizing the City Manager to issue SDC credits in the amount of \$2,597 per Municipal Code Section 3.20.300 and reimbursement of \$5,793 to SOR for Midland Avenue sanitary sewer line oversizing.
 2. Council can approve the resolution authorizing the City Manager to issue SDC credits in the amount of \$2,597 per Municipal Code Section 3.20.300 to SOR for Midland Avenue sanitary sewer line oversizing.
 3. Council can approve the resolution authorizing the City Manager to reimburse SOR in the amount of \$8,390 for Midland Avenue sanitary sewer line.
-

RECOMMENDED ACTION:

It is recommended that Council approve the resolution authorizing the City Manager to issue SDC credits in the amount of \$2,597 per Municipal Code Section 3.20.300 and reimbursement of \$5,793 to SOR for Midland Avenue sanitary sewer line oversizing.

POTENTIAL MOTION:

I move to adopt the resolution authorizing the City Manager to issue SDC credits in the amount of \$2,597 per Municipal Code Section 3.20.300 and reimbursement of \$5,793 to Southern Oregon Restoration, Inc. for Midland Avenue sanitary sewer line oversizing.



City of Grants Pass

101 N.W. "A" ST.
Grants Pass, OR 97526
541-450-6060

PERMIT NUMBER
SC-004922-2016
Issue Date: 06/27/2016

Permit Type: System Charges

Map & Tax Lot Number	Street Address
360508CB006401	1445 NW WASHINGTON BLVD

Owner Information	Applicant Information	Contractor Information
Owner: RICHARD & CHARITY Address: SWANSON 1630 WILLIAMS Hwy 135 GRANTS PASS, OR 97527 Phone: () -	Applicant: SOUTHERN OREGON RESTORATION INC Address: 1110 SE MILBANK RD GRANTS PASS, OR 97526 Phone: (541) 472-9362	Contractor: SOUTHERN OREGON RESTORATION INC Address: GRANTS PASS, OR 97526 Phone: (541) 472-9362 State Lic. No: 123483 Lic. Exp. Date: 05/23/2017

Permit Type:
System Charges
Description:
NEW SINGLE FAMILY DWELLING - NO TEMP POWER NEEDED.

Scope of Permit:			
SDCSewerReimb	QTY:	1	\$322.00
SDCSewerImprov	QTY:	1	\$2,597.00
SDCSewerAdmin	QTY:	1	\$90.00
District 7 CET - Residential	QTY:	2,166	\$2,166.00
SDCTransportation	QTY:	10	\$1,063.51
SDCParklandAcquisition-Res	QTY:	1	\$461.21
SDCParklandDevelopment-Res	QTY:	1	\$370.45
SDCStormDrain	QTY:	1	\$488.11
SDCZone123-3/4 - Admin	QTY:	1	\$41.00
SDCZone123-3/4 - Improv	QTY:	1	\$1,243.00
SDCZone123-3/4 - Reimb	QTY:	1	\$1,561.00

Jason Canady

From: Justin Gerlitz <justin@gerlitzengineering.com>
Sent: Thursday, January 12, 2017 6:02 PM
To: Jason Canady
Subject: Midland Sewer Upsizing Reimbursement
Attachments: Robco Bids.pdf; Stark Bids.pdf; GP153.100CD (11-21-16).pdf; 1445 Washington Blvd. SDC.PDF

Jason,

As previously discussed, we are requesting reimbursement for the upsizing costs of the Midland Sewer Extension project, located at 1445 NW Washington Blvd., as well as the additional upstream analysis and redesign time for the change. This sewer extension was required by the City for a new house being constructed on the corner of Washington/Midland (TL 6401) due to the existing sewer lateral for TL 6400 crossing over the center of the lot.

After submitting the 8" sewer design documents for review (as originally directed by the City), we found out there had been a recent change to the sewer master plan that required a portion of the 6th Street sewer main to be rerouted down Midland in the future. Due to this, Bob Hamblin requested that we redesign/upsized the sewer to a 12" line and perform an upstream analysis of the sewer main between 6th Street and Washington to ensure it would be placed at an adequate depth (at an additional cost). Based on our analysis, the sewer main had to be lowered approximately 2' to accommodate the future modifications.

We have obtained two bids for this work from Robco, Inc. and Stephen Stark Excavation based on the original design and modified design documents. Both bids came in very close to one another and Robco was selected for the job. A summary of the bids, our additional design efforts, and increased engineering permit/inspection costs is listed below:

Robco:

- 8" Sewer: \$17,247
- 12" Sewer: \$24,447
- Difference: \$7,200

Stephen Stark Excavation:

- 8" Sewer: \$17,920
- 12" Sewer: \$25,687
- Difference: \$7,767

Gerlitz Engineering Consultants Additional/Redesign Fees:

- Fees for Upstream Analysis/
Plan Modifications: \$822.50

City Engineering/Inspection Fees (based on valuation):

- 8" Sewer: \$975.47
- 12" Sewer: \$1,342.97
- Difference: \$367.50

Total Reimbursement Request: \$8,390.00

Based on this information, we would like to find out the most expeditious route to obtain the reimbursement. I am assuming a portion of this will come from the sewer SDC's that have been paid for the new house (see attached SDC spreadsheet totaling \$3,009). Please contact me with any questions that you may have.

Thanks,

Justin Gerlitz, PE
Gerlitz Engineering Consultants
1867 Williams Highway, Suite 201

12/30/2016
R3451

13:04
Midland Sewer Extension-Jacoby Homes

BID TOTALS

<u>Biditem</u>	<u>Description</u>	<u>Status - Rnd</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Bid Total</u>
1	MOBILIZATION/Permits/Traffic Control	U	1.000	LS	975.00	975.00
2	8" Sewer Extension	U	116.000	LF	92.00	10,672.00
3	4" Sewer Lateral	U	1.000	LS	2,750.00	2,750.00
4	Asphalt Patching	U	1.000	LS	2,850.00	2,850.00
5	12" Sewer Extension	U	116.000	LF	142.00	16,472.00
6	12" Asphalt Patching	U	1.000	LS	4,250.00	4,250.00
Bid Total						\$37,969.00

Estimate

STEPHEN STARK EXCAVATION, LLC
 756 STRINGER GAP RD.
 GRANTS PASS, OR 97527
 (541) 476-1226 CCB#157806

Date	Estimate #
12/14/2016	376

Name / Address
JACOBY HOMES, INC. 1110 MILBANK RD GRANTS PASS, OR 97526

Project
MIDLAND SEWER

Loads/Hours	Description	Rate	Total
	BID TO EXTEND 8" SEWER MAIN WITH 1 LATERAL AS PER PLANS	17,920.00	17,920.00
		Total	\$17,920.00

Estimate

STEPHEN STARK EXCAVATION, LLC
 756 STRINGER GAP RD.
 GRANTS PASS, OR 97527
 (541) 476-1226 CCB#157806

Date	Estimate #
12/14/2016	377

Name / Address
JACOBY HOMES, INC. 1110 MILBANK RD GRANTS PASS, OR 97526

Project
MIDLAND SEWER

Loads/Hours	Description	Rate	Total
	BID TO EXTEND 12" SEWER MAIN WITH 1 LATERAL AS PER PLANS	25,687.00	25,687.00
Total			\$25,687.00

RESOLUTION NO.

**A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS
AUTHORIZING THE CITY MANAGER TO REIMBURSE SOUTHERN OREGON
RESTORATION, INC. FOR OVERSIZING THE SANITARY SEWER LINE IN
MIDLAND AVENUE.**

WHEREAS:

1. The City of Grants Pass directed Southern Oregon Restoration, Inc. to install a 12" sanitary sewer main in Midland Avenue; and
2. Southern Oregon Restoration, Inc. has completed engineering and begun installation of the upsized sanitary sewer main; and
3. Southern Oregon Restoration, Inc. has requested reimbursement in the amount of \$8,390.00 for the cost of constructing a 12" sanitary sewer main versus the 8" sewer main which was determined to be adequate to serve their property; and
4. Southern Oregon Restoration, Inc. is entitled to \$2,597 in Sewer System Development Charge credits for the construction of the oversized 12" sanitary sewer main leaving \$5,793 in unresolved reimbursement being requested; and
5. The City of Grants Pass has sufficient funds within the Sewer Capital Fund to reimburse Southern Oregon Restoration, Inc. for the construction of the 12" sanitary sewer main in Midland Avenue.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City Manager is authorized to reimburse Southern Oregon Restoration, Inc. in the amount of \$5,793 for Midland Avenue sanitary sewer line oversizing and SDC credits totaling \$2,597.

EFFECTIVE DATE of this Resolution shall be immediate upon the 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 15th day of February 2017.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of February 2017.

Darin Fowler, Mayor

ATTEST:

Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to form Mark Bartholomew, City Attorney _____



Item: Resolution authorizing a purchase agreement
for real property.

Date: February 15, 2017

SUBJECT AND SUMMARY:

This resolution will authorize the City Manager to enter into a purchase agreement with the Spears Family Trust for the purchase of property located between 6th and 7th streets at 725 NW 7th Street. The planned use of the property will be for Public Safety purposes.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goals of KEEP CITIZENS SAFE, INFRASTRUCTURE, and LEADERSHIP by providing space for Public Safety and 911 emergency services.

CALL TO ACTION SCHEDULE:

Call to action schedule: February 15, 2017.

BACKGROUND:

Consistent with the 2015 Strategic Plan and the 2016 City Work Plan, the Council, Staff and consultants have been exploring opportunities for "Public Safety Stations options." The City Council has had numerous opportunities, in executive sessions, to discuss negotiations of real property transactions for Public Safety purposes. Negotiations with representatives for the Spears Family Trust have been successful and we are ready to enter into a sale agreement.

There are terms and conditions in the sale agreement, including a 120-day due diligence period, which will allow the City to enter the property, make inspections, and determine suitability of the property for City use.

A signed copy of the Sale Agreement and Receipt for Earnest Money will be available prior to the Council Meeting on February 15, 2017. The negotiated price of \$2,100,000 is consistent with the formal property appraisal the City received. Passing the resolution will authorize the City to enter into the sale agreement to purchase the property.

The need for secure and reliable space for Public Safety has been a concern for many years. The current space, utilized in the County's building, is inadequate and it continues to deteriorate. The structure is seismically unsound, posing high risk to personnel; and, rehabilitation costs would exceed the County's ability to fund and would not be cost effective for the City. The County has also expressed a desire for changes to the current lease agreement, reducing confidence in the City's ability to meet current and future service needs and expectations at that site.

ITEM: 4.c. RESOLUTION AUTHORIZING A PURCHASE AGREEMENT FOR REAL PROPERTY.

Staff Report (continued):

A number of sites were reviewed for suitability and future benefit. Site selection criteria included: location north of the river, immediate access to 6th Street and/or 7th Street, adequate space for the future, close proximity to City Hall, and convenient to the public.

The site at 725 NW 7th Street meets all of the requirements and provides the best benefit for the City. Staff was directed to complete negotiations and bring back a purchase contract for Council consideration.

COST IMPLICATION:

Revenue Source: Public Safety services are part of the General Fund. The purchase price is \$2,100,000. Future improvement costs to ready the structure for Public Safety use is estimated at \$3,778,000 and seismic retrofit costs are projected at \$1,500,000.

The City Council will need to pass a supplemental budget adjustment in this year's budget to accommodate the property purchase as it is currently structured.

Future development resources and costs will be included in the budget for fiscal year 2017-2018.

ALTERNATIVES:

1. Approve the resolution entering into the proposed purchase agreement;
 2. Approve the resolution with modified terms to the agreement (counter offer); or
 3. Do not approve the resolution at this time.
-

RECOMMENDED ACTION:

It is recommended Council approve the resolution entering into the purchase agreement.

POTENTIAL MOTION:

I move to approve the resolution to purchase real property.

RESOLUTION NO.

**A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS
AUTHORIZING A PURCHASE AGREEMENT FOR REAL PROPERTY.**

WHEREAS:

1. There is a need for secure and reliable space for Public Safety to use; and
2. Staff and City Council have explored many opportunities for Public Safety Station sites and have identified the site at 725 NW 7th Street as a location meeting the selection criteria and the most desirable site; and
3. The City has negotiated with the Spears Family Trust for the purchase of the property and the parties are ready to enter into a purchase agreement; and
4. The negotiated purchase price is consistent with the formal property appraisal received by the City; and
5. The City desires to purchase the property.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City Manager is authorized to enter into the purchase agreement for real property commonly known as 725 NW 7th Street.

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 15th day of February 2017.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of February 2017 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 _____