



# Molalla City Council

Meeting located at:  
Molalla Adult Community Center  
315 Kennel Avenue  
Molalla, OR 97038

**October 10, 2012**

## **Regular Meeting Agenda**

**Work session:** 6:30 p.m. The Council will review and discuss agenda items for the business meeting.

**Business meeting:** The meeting will begin at 7 p.m. The Council has adopted Public Participation Rules. Copies of these rules and public comment cards are available at the entry desk. Public comment cards must be turned into to the City Recorder prior to the start of the Council meeting.

The City will endeavor to provide a qualified bilingual interpreter, at no cost, if requested at least 48 hours prior to the meeting. To obtain services call the City Recorder at (503) 829-6855.

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## ***1,004<sup>th</sup> Regular Meeting***

### **1. CALL TO ORDER**

- A. Flag Salute.
- B. Roll Call.
- C. Approval of Minutes: September 26, 2012

### **2. COMMUNICATIONS**

- A. August 16, 2012 Library Advisory Board Staff Report and Minutes
- B. September 25, 2012 Transportation Advisory Board Minutes

### **3. AWARDS & RECOGNITIONS**

### **4. PUBLIC HEARINGS**

**5. CONTINUING BUSINESS**

- A. Review and Accept Warrant Register for September, 2012
- B. Review and Accept Financial Statements for September 2012
- C. Review and Discussion of SDC Reconciliation and Plan for Correction
- D. Discussion and Motion to Award Contract for Asset Management Consulting Services

**6. NEW BUSINESS**

**7. ORDINANCES**

**8. RESOLUTIONS**

**9. PROCLAMATIONS**

**10. REPORTS AND ANNOUNCEMENTS**

- A. City Manager Report
- B. Upcoming Council Agenda Items
  - a. Report and Discussion of Noise Complaints
  - b. Resolution Approving Contract for Asset Management Consulting Firm
  - c. Resolution Approving Contract for IT Services
  - d. Annexation Ordinance
  - e. Telecommunication Franchise Ordinance
  - f. Ordinance Adopting PGE Franchise Renewal
  - g. Stone Place Reimbursement Agreement
  - h. Natural Hazard Mitigation Plan Updates
  - i. Credit Card Use Policy
  - j. GIS Mapping Tech/Planner Position
  - k. City Grants Policy
  - l. Council Goals – Revisit
  - m. Accessibility of Vulnerable Populations to Safeway

**11. EXECUTIVE SESSION**

**12. ADJOURNMENT**

Minutes of the Molalla City Council Regular Meeting  
Molalla Adult Center  
315 Kennel Avenue, Molalla Oregon 97038  
Wednesday, September 26, 2012 7:00PM

**ATTENDANCE 1,003<sup>ST</sup> REGULAR MEETING:** Mayor Mike Clarke, Present; Councilor Stephen Clark, Present; Councilor George Pottle, Present; Councilor Jimmy Thompson, Present; Councilor Dennis Wolfe, Present; Councilor Jim Needham, Present; Council President Debbie Rogge, Present.

**STAFF IN-ATTENDANCE:** City Manager, Ellen Barnes; City Recorder, Sadie Cramer; Finance Director, Heather Penni; Community Services Director, Melissa Georgesen, Public Works Director, Marc Howatt.

**MINUTES**

Approval of Council minutes of July 11, 2012; July 25, 2012; August 22, 2012; September 12, 2012. Rogge made the motion to approve all minutes presented with minor corrections. Wolfe seconded. Motion carried 6-1. Needham voted nay for the reason he believes the minutes are not in compliance with the Molalla Municipal Code.

**COMMUNICATIONS**

WRITTEN – INFORMATIONAL ONLY

Molalla Arts Commission minutes of September 10, 2012. No discussion.

**PUBLIC HEARING**

LAND USE APPLICATION FOR A PLAN/ZONE CHANGE FROM PUBLIC SEMI-PUBLIC TO MULTI-FAMILY RESIDENTIAL AT 370 METZLER AVENUE

Mayor Clarke closed the public session and entered into a public hearing. Clarke read opening statements and hearings adopted rules. (Exhibit “A” added to the agenda packet)

Mayor Clarke called for disclosure of any council exparte contact. Needham stated that he was on the School Board at the time the property was declared as surplus. He stated that would not affect his ability to vote on the issue.

Clarke called for any challenge of the exparte contact disclosed. None was heard.

Clarke asked for the staff report. Barnes reviewed the staff report enclosed in the agenda packet and briefly reviewed its contents and goals.

Clarke asked the public and applicant Jason Philips if he has any additional testimony in favor of the application. None was heard.

Minutes of the Molalla City Council Regular Meeting  
Molalla Adult Center  
315 Kennel Avenue, Molalla Oregon 97038  
Wednesday, September 26, 2012 7:00PM

Clarke called for any public testimony against the application. None was heard so no rebuttal was necessary.

Needham asked which comprehensive code the application would follow. Barnes stated it would be the 1980 comprehensive plan.

Clarke closed the public hearing and entered back into regular session.

Needham made the motion to approve the proposed zone change. Rogge seconded. Motion passed unanimously 7-0.

### **NEW BUSINESS**

#### **APPROVE LIQUOR LICENSE FOR C'EST LA VIE COFFEE**

ORS 471.166(1) requires that recommendations for a liquor licenses must be approved by City Council. This facility was the drive thru coffee shop and no alcohol will be served through the drive thru. The application is sufficient.

No discussion. Rogge made the motion to approve the OLCC application. Thompson seconded. Motion carried unanimously 7-0.

#### **DISCUSSION WITH MOLALLA FIRE DISTRICT ABOUT FIRE SIREN**

City staff and Councilors have received complaints from citizens about use of the fire siren. Council during the September 12, 2012 council workshop directed staff to add this topic as an agenda item and invite representatives from Molalla Fire District to discuss the matter.

Chief Stafford from Molalla Fire Department informed the Council that they have discontinued use of the siren due to system malfunctions. It will be continued during the noon siren and in the event when the signal towers go down so volunteers can respond. Signal loss is a rare occasion but it does happen. Reliable notification devices (cell phones, radios and pagers) are in place but inside large dense facilities the signals are limited or lost. New building codes require a business to install 800mhz antennas so signals can be received. This was a fair compromise by Council consensus. No further discussion.

### **Molalla Arts Commission Appointment**

According to City Charter the authority to appoint members of boards, commissions and committees is vested with the Mayor, with consent of council.



Minutes of the Molalla City Council Regular Meeting  
Molalla Adult Center  
315 Kennel Avenue, Molalla Oregon 97038  
Wednesday, September 26, 2012 7:00PM

Chapter 2.17 of the Molalla Municipal Code establishes and describes the Molalla Arts Commission. The Molalla Arts Commission consists of nine members. New members serve terms of three years. The appointment is supported by the Molalla Arts Commission members.

Rogge made the motion to approve the recommendation and appoint Daral Lynn to MAC. Wolfe seconded. Motion carried unanimously 7-0.

#### DISPOSAL OF KENNEL AVENUE RECONSTRUCTION PROJECT SPOILS

To efficiently manage project waste and as an act of community good will, the City of Molalla agreed to give the Molalla Buckeroo Association the spoils (dirt and debris) removed from the Kennel Avenue reconstruction project. The spoils are being used by the Buckeroo to construct berms on Buckeroo property to help address issues of noise generated from Buckeroo events.

The City was storing the spoils on city property adjacent to the Buckeroo to facilitate access to the material. There was never any intent on the part of the City for this to be long-term or permanent spoils storage. The City has ceased delivering spoils to this location.

The contractor now hauls the spoils to another site, where the City is charged a per load fee. The Buckeroo has received permits from the County to construct the berms and is ready to proceed with moving the material to their property.

Howatt reported they accumulated 1100 cubic yards on a city lot and was redirected by the City Manager on what to do with the spoils. He is unsure what the cause of redirection was, regardless, it forced him to break his word to the person the arrangements were made with to receive the spoils and a capitol improvement project has now been interrupted because of these actions and that is problematic. It is negatively impacting his operational functions and impeding the ability to do his job. Howatt requested that brief discussion take place between staff and Council to figure out how to move forward on the project and how to avoid unnecessary interference on projects in the future.

After discussion about timeline of spoil storage, cost savings, time savings and how the projects that the spoils were originally intended have been delayed, public comment was called for.

Doug Sesney of Steelhead Street in Molalla addressed the Council about his concerns of the dirt (spoils) being stockpiled on a city lot right behind his property. In the past the spoils from other projects have affected the grades and his property and views negatively due to improper dirt distribution once the project was done. He is concerned that this is going to happen again based on his observations and he is opposed to the spoils being stored in that location. He asked that the city stop placing them in that location and return the ground conditions back to its' original state.

Minutes of the Molalla City Council Regular Meeting  
Molalla Adult Center  
315 Kennel Avenue, Molalla Oregon 97038  
Wednesday, September 26, 2012 7:00PM

Howatt stated it is on a city lot and the spoils will be removed and the city property will be left in as good or better condition then orgionally found. The spoils should have been moved a week ago but due to interference that process has been prolonged. He has walked the property and he cant forsee any drainage issues but is unaware of what is under the berry briers. Sesney stated there was a small trench. Howatt said that they will look at that when they remove the dirt since the spoils placement is only temproary.

Clark stated he had 2 basic question he brought up to staff around July 30, 2012. To date he stated he has not received a firm awnser from staff. He dosent understand or see why the soil has to be stored at that location and not on the property of the Buckeroo to support their sound barrier projects.

1. Why are we storing the spoils on that piece of city property?
2. If the spoils are for the Buckeroo why is the dirt not being store on their property?

Howatt stated that he had a phone conversation when making the arrangments for the spoils, it was his understanding that due to several large events taking place at the Buckeroo grounds over the summer placement of the spoils on their grounds would disrupt those events. In consideration of that Howatt agreed to store the spoils on the city lot just next to them.

Clark asked if we can make it publicly noted of where the spoils are going to be disposed of when a project comes before Council for approval. Howatt stated it will not be noted in the bid document. It's part of his job duties to decipher. If the city were to permanatly place the spoils then the location would be noted.

After brief discussion between staff and council regarding how the disclosure of information regarding spoils placement could be done, responses given to concerned Council memebbers and Council roles; Needham called a point of order and stated that there is paralasis occuring due to recent activities that has taken several staff hours to address and feels this is a violation of Council roles.

Thompson asked Howatt if any action needs to be taken tonight to fix the issue. Howatt stated no Council action is needed however as a governing body he needs the council to let him do his job and not interfere with construction projects at a operational level. The dirt should be removed within 2 weeks.

Grant Sharp a representative of the Molalla Buckeroo addressed the Council that due to complaints and calls to the county changed the permits and the amount of dirt that can be moved has been reduced by 2/3rds. That reduction will slow the MBA down of creating sound barriers to help with complaints relating to noise being conveyed during events.

Sharp said that there are 7 steps to the permitting process that can take up to 5 days each which could have impeded the functionings of the events at the MBA. This project has been going on for months and full disclosures of what was taking place were provided.

Minutes of the Molalla City Council Regular Meeting  
Molalla Adult Center  
315 Kennel Avenue, Molalla Oregon 97038  
Wednesday, September 26, 2012 7:00PM

**TOWN HALL MEETING – SENIOR CENTER SERVICES**

City staff is beginning to analyze the delivery of services to Molalla's senior population. Not only can we not financially sustain the senior program as is, we also are concerned that we may not be meeting the needs of Molalla seniors.

To explore this topic further, we believe it is necessary to engage in a larger community dialog to share the data we see, gather additional information, hear citizen ideas and discuss suggestions and thoughts for meeting community needs. Brief discussion between Needham and staff regarding volunteers and fundraising took place. He is concerned about those items and hopes these items will be addressed at the upcoming Town Hall.

Barnes stated that we need to provided services to the Senior Community and the Molalla Adult Center is the solution but we might be asking the wrong question, perhaps we need to look at if we are meeting the needs of the seniors in the community. Barnes stated for every \$1 received from the county we pay \$3. A tentative date has been set for October 17, 2012 at the Molalla Adult Center per Council consensus.

**ORDINANCES**

**EXTENDING THE FRANCHISE GRANTED TO PORTLAND GENERAL ELECTRIC COMPANY (PGE).**

The City is negotiating with PGE to renew the franchise agreement. The franchise agreement with PGE was scheduled to expire on June 1, 2012. To prevent any disruption in service in Molalla and enable the parties to continue negotiations, PGE and the City agreed to extend the existing franchise agreement through September 30, 2012.

An initial extension was adopted at the May 23, 2012 via Ordinance 2012-09. PGE and the City agree to a second franchise extension to enable time to come to agreement.

Thompson made the motion to read by title only Ordinance 2012-12. Clark seconded Thompson's motion. Motion carried unanimously.

Needham asked for discussion. He asked why the negotiations are taking so long and what could happen if the franchise expires. Barnes stated that the city attorneys have been working on this item for a prolonged amount of time. The current extension will expire on September 30, 2012. If it expires that can be a legal issue and since there are 2 parties trying to reach an agreement can take time.

Needham made the motion to have a second reading by title only of Ordinance 2012-12. Clark seconded. Motion carried unanimously.

Minutes of the Molalla City Council Regular Meeting  
Molalla Adult Center  
315 Kennel Avenue, Molalla Oregon 97038  
Wednesday, September 26, 2012 7:00PM

Needham made the motion to approve the Ordinance 2012-12. Wolfe seconded. Motion carried unanimously 7-0.

**REPORTS AND ANNOUNCEMENTS**

CITY MANAGER REPORT – ELLEN BARNES

Barnes reported:

- She's contacted (LGPI) Local Government Personal Institute to find out about contracting labor negotiation services for the upcoming year.
- She will be attending training for the League of Oregon Cities, IIMA and Clackamas County C-4 in the next couple of weeks.
- Staff is working on proposals for asset management and information technology.
- The election candidate background results can be found online or at City Hall.
- Working with the city's insurance company regarding a possible tort claim.
- A appeal regarding the decision for the Hart Street Project has been filed with LUBA.
- A trial date has been set for the dog bite incident that took place at the library on November 13<sup>th</sup> – 15<sup>th</sup>.
- She is working on the hazard mitigation plan. Changes have been sent to the county to begin the approval process in order to bring the item to Council at a later date.
- Building/development projects are moving forward for O'Rielly Auto Parts and NW Polymers.
- Concerns about building code violations are being received and she is working with Clackamas County to refine and confirm the process. A memo or contract will be presented to Council at a later date.
- The city owes Clackamas County \$8,000 for outstanding fees and she is working on negotiating re-payment.
- She attended the ODOT STIP funding that is available for transportation projects in region 1.
- She has just received the population projects from Glasgow from Clackamas County and will be reviewing that report. When the forecasts are completed we can move forward on finalizing the new comprehensive plan. They should finalize those numbers in January 2013.

STAFF

Penni asked the Council and public in attendance to spread the word about the community Town Hall and encourage attendance. The Molalla Library is now open on Sundays from Noon to 5pm.

Georgenson shared that the Parks and Rec board did not have a quorum in attendance. No meeting was held and no minutes submitted.

Minutes of the Molalla City Council Regular Meeting  
Molalla Adult Center  
315 Kennel Avenue, Molalla Oregon 97038  
Wednesday, September 26, 2012 7:00PM

MAYOR/COUNCILORS

Needham asked about the status of the Transportation Enhancement Grant. Barnes stated that is was denied and no projects in Clackamas County that were submitted were funded. He attended a infomative education summit and invited the public to attend the upcoming Livability Summit on October 11<sup>th</sup> at the Nazarene Church from 5PM to 9PM.

UPCOMING COUNCIL AGENDA ITEMS

- Stone Place Reimbursement Agreement
- SDC Correction Plan
- PGE Franchise Renewal
- Natural Hazard Mitigation Plan Update
- Credit Card Use Policy
- Telecommunicaiton Franchise Ordinance
- GIS Mapping Tech/Planner Position
- City Grants Policy
- Council Goals – Revisit
- Accessibility of Vulnerable Populations to Safeway

**ADJOURNMENT**

Thompson made the motion to adjourn at 8:13pm. Clark seconded. Motion carried unanimously 7-0.

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City Recorder, Sadie Cramer

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Mayor, Mike Clarke

Library Board Meeting – Staff Report – August 16<sup>th</sup>, 2012

**Library Activities –**

Summer Reading has officially ended. Children may pick up their free books and other prizes until September 1<sup>st</sup>. We had a total of 581 children participating in the summer reading program this year.

Thursday, August 23<sup>rd</sup> from 2-4 pm. There will be a teen/adult craft day, Huichol String and Yarn art.

Monday, August 27<sup>th</sup> at 5:30pm there will be a teen/adult movie night. “Hunger Games” which is rated PG-13 will be playing.

Thursday, September 13<sup>th</sup> will be an author talks featuring local authors.

Storytime will be back beginning September 20<sup>th</sup> & 21<sup>st</sup> at 10:30 in the library conference room.

Jennifer, our intern from last year, will be continuing the young adult/adult book discussion group. She is doing this on a volunteer basis.

Upcoming events being planned for the fall included a homeschooling workshop on October 8<sup>th</sup>, musical evening on November 5<sup>th</sup>, Friends of the library book sale third weekend in October.

**Old Business –**

We have posted an opening for a part-time bi-lingual librarian. So far interest in the position has been disappointing. We may have to reconsider the job description and post the job again.

The dog bite trial has been postponed again to November 13<sup>th</sup>, 2012.

We have submitted the grant application for the Ready to Read grant. We will be receiving \$3,145 next year. The money will be used to help provide the summer reading program for 2013 here at the library.

**New Business –**

The library will be opening on Sundays beginning September 23<sup>rd</sup>. The hours will be noon until 5pm.

I am sending Michelle Satyna, assistant director to the “2012 Focus on Children and Young Adults Institute” on September 16-19. The institute is located in Corbett, Oregon this year.

We are looking into providing first aid and CPR training for the staff. This is one of the trainings that we are to provide according to OSHA. We are currently not in compliance. We are considering closing one morning to provide the training for this staff.

Becky Jones new email address is [jackand2012@gmail.com](mailto:jackand2012@gmail.com). Please change it in your address book.

Rotary has requested that I purchase 30 early chapter books for them to donate to the library. I have submitted the order so they should arrive in week.

I am beginning to work on the annual Statistical Report which I have to submit every September.

Molalla Library Advisory Board

Meeting Date: 8-16-2012

Meeting brought to order by Sandy Nelson, Chairperson, at 6:00 P.M.

Members Present: Sandy Nelson, Mary Gilson, Angela Patton, Becky Jones, Jim  
Needham

Staff Present: Glenda Triebwasser

The minutes from the July meeting were approved as read.

- Staff Report:  
(Ask Glenda for her notes, August 16, 2012, if you haven't read them.)
  - a) During our September meeting we will revisit the Internet Policy because with the library now having WIFI, there are some new issues. People can sit out in the parking lot of the library after hours and use their laptops. Some folks are concerned and feel that the WIFI needs to be turned off when the library closes for the day. Glenda has not noticed any problems in the parking lot itself, such as garbage or litter or crowds of vehicles. The library requires a Parental Permission form for children using internet.
- Old Business:
  - a) A few changes were suggested for the By-Laws. Sandy will show us the suggested changes at our September meeting. They deal with the following topics: Administration (Article II), Membership (Article III), and Duties of the Board Members (Section 2).
  - b) We need to find out if Claude Hawks submitted his resignation to the City Council. Then we can go ahead and add a new member to the Board.
  - c) Jim reminded us of the Ad Hoc Committee once again being formed to work on a new Molalla Center in collaboration with the Ford Institute. Sandy's application has been submitted and found again.
- New Business:
  - a) As Superintendent Tony Mann had a conflict and was unable to attend our August meeting, we have invited him to attend our meeting in September.
  - b) We are changing our meeting time to 6:30 P.M. so all Board members will be able to get to the library in a timely manner.

The meeting was adjourned at 7:12 P.M.

The next meeting is scheduled for September 20, 2012.

Submitted by Mary Gilson, Secretary.

# TRANSPORTATION ADVISORY COUNCIL MEETING

Tuesday, September 25, 2012  
6:00 PM  
City Hall Conference Room

## Agenda

- I. Call to Order
- II. Establish Quorum
- III. Approval of Last Meeting's Minutes
- IV. Chairperson's Report
- V. Old Business
  - a. Transportation Priorities
    - i. Molalla Industrial Access
    - ii. City Street Projects- focus on 5 year CIP
    - iii. Various other street projects
  - b. Surface Transportation Program Updates (Marc Howatt)
  - c. Funding Available for New Infrastructure (Marc Howatt)
  - d. Transportation Strategic Plan & Possible District (Marc Howatt & Mike Bezner?)
- VI. New Business
  - a. Grange & Center Street repairs (Town Hall discussion)
  - b. Other new business
- VII. Calendar (Next Meeting)
- VIII. Adjournment



# TAC Committee for the City of Molalla

## Minutes from August 28, 2012

Meeting brought to order at 6:08 p.m., Molalla City Hall

Attendees: Fred and Lynda Countrymen, Jim Needham,  
Jim Taylor, Mike Bezner,  
Jake Burrows (audience)  
Marc Howatt

### Approval of Minutes From July TAC

- Meeting called to order by chairperson Countrymen (6:08 p.m.)
- Accepted with revisions. Fred motioned, and a second followed.

Chair Countrymen opened with no new news to report other than to ask about a review on the DEQ report related to the Floragon property south of town, and had anyone else in the room read the report. Chair Countrymen commented that the report reflected that the contaminants and studies done on site had no real findings, fact or otherwise to substantiate that there was anything unsafe on this property.

Discussion started about access to Floragon site on a transportation concept within the group. Mr. Taylor commented that it has always been problematic for ingress/egress to the site. Mr. Taylor and Mr. Bezner entered into a discussion about the MFR, scope of work, feasibility study that is still out there to be completed. Mr. Taylor talked about negotiations between NW Polymers/Foristall and land use for the properties west side of town. Mr. Taylor commented on the huge benefits for opening up MFR, for tourists, local traffic, and vitality for the city. Mr. Taylor thanked Mr. Bezner for Mr. Bezners' work on the feasibility scope of work for MFR.

The group then entered a short discussion over grants, ROW widths, truck access, signaling, etc. Mr. Taylor mentioned that this issue of MFR has been ignored for too many years.

Mr. Bezner brought up the federal bill out there right now for highway projects available for agencies to apply for and how the bill sprawls out to all types of roadway projects.

Gone are the days of the TE grant application process or specific enhancement type of highway projects. This new bill doesn't discriminate on these types of improvement projects, Mr. Bezner explained.

Jake Burrows asked about zone designations related to the Hart Metzler

project.

Discussion followed about a traffic study performed on Hart Street Development, and was it done or not. PW Director informed the group that a traffic study had not been performed related to the Hart Street Development. More discussion of planning/transportation planning followed, and it was explained to the group by Mr. Bezner that when land use planning and transportation planning aren't evaluated together as a "married" concept, it always turns out badly for development.

Discussion turned to the city's strategic transportation plan. PW Director stated that he'll dig up what the city has done with it to date.

If it is somewhat intact then Chair Countrymen noted that it would be a good foundation for the city to utilize for transportation discussions.

MFR surfaced again in conversation. Mr. Bezner stated that not all of MFR is in city limits. Some of MFR is in the county.

The group discussed Mr. Avison's e-mail on the one-way concept for downtown bypass. The committee decided to table it for now but not to ignore it forever.

(Tabled indefinitely)

The group discussed the comprehensive plan and the discrepancies within it regarding population versus real census in the plan.

Mr. Taylor explained that the wedge was really driven between the county and the former city manager city when that plan came back not approved.

Mr. Taylor also re-iterated to finish the grant application on MFR.

Mr. Bezner asks the group "what are the priorities for transportation needs within the city"? He then explained that when we have them identified we tell or dictate to the county what our priorities are, not the other way around.

Questions came up about the Troy Vest development and the LUBA ruling. Did he win or not? No one at the table was aware of the outcome of LUBA on this.

Mr. Taylor went back to MFR feasibility study and stated he has the wherewithal to stick it out and make it happen. He talked about estimates for the project submitted in the past, some as high at 15 million dollars, etc.

Mr. Taylor stated "prioritize these things like the MFR feasibility study and let the chips fall "

The group discussed their function as a committee. Through group discussion they verified that they do in fact, advise our city council on transportation

matters.

Currently the group will focus on 3 main priorities:

# 1 - Molalla Industrial Access

#2 - City Street Projects- focus on 5 year CIP (Robbins, next candidate)

#3 - Various other street projects (nature trail install from Safeway to Industrial Way was pulled off of this list at the last minute)

The group discussed a transportation district, and that it would be much better than anything else to help the city.

Move to adjourn at 7:26 p.m.

Second followed, meetings adjourn at 7:26 p.m.

**Next Meeting**

September 25, 2012 at 6:00 PM, City Hall. Molalla, Oregon



# City Of Molalla

## City Council Meeting

### Agenda Category: New Business

**Subject:** Review and Accept Warrant Register for September 2012

**Recommendation:** Review and Motion to Award Warrant Register

**Date of Meeting to be Presented:** October 10, 2012

**Fiscal Impact:** none

**Background:** During the January 4, 2012 City Council meeting staff recommended and Council approved implementing a process for Council to review and approve the City's warrant register each month.

SUBMITTED BY: Ellen Barnes, City Manager

ALL AGENDA ITEMS MUST BE SUBMITTED BY NOON THE THURSDAY BEFORE THE SCHEDULED COUNCIL MEETING. LATE ITEMS WILL BE SUBMITTED TO THE CITY MANAGER FOR CONSIDERATION.

**Agenda Item**

**6.A**

City Recorder Use Only

## Report Criteria:

Summary report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>2000 AUTO REPAIR, INC.</b>							
70882	2000 AUTO REPAIR, INC.	30AUG2012	E236421	08/30/2012	135.00	135.00	09/14/2012
70882	2000 AUTO REPAIR, INC.	31AUG2012	E243181	08/31/2012	248.10	248.10	09/14/2012
Total 2000 AUTO REPAIR, INC.:					383.10	383.10	
<b>A1 COUPLING</b>							
73629	A1 COUPLING	F29862-001	PARTS	08/21/2012	274.00	274.00	09/05/2012
Total A1 COUPLING:					274.00	274.00	
<b>ACUITY GROUP PLLC</b>							
75198	ACUITY GROUP PLLC	1595	FORENSIC AUDIT	08/31/2012	875.93	875.93	09/05/2012
Total ACUITY GROUP PLLC:					875.93	875.93	
<b>AETNA</b>							
8	AETNA	PR0910120	Aetna Pay Period: 9/10/2012	09/11/2012	75.00	75.00	09/11/2012
8	AETNA	PR0925120	Aetna Pay Period: 9/25/2012	09/26/2012	75.00	75.00	09/26/2012
Total AETNA:					150.00	150.00	
<b>AFLAC</b>							
71243	AFLAC	PR0925120	AFLAC - AfterTax Pay Period: 9/	09/26/2012	91.67	91.67	09/26/2012
71243	AFLAC	PR0925120	AFLAC - AfterTax Pay Period: 9/	09/26/2012	91.67	91.67	09/26/2012
71243	AFLAC	PR0925120	AFLAC - PreTax Pay Period: 9/1	09/26/2012	123.18	123.18	09/26/2012
71243	AFLAC	PR0925120	AFLAC - PreTax Pay Period: 9/2	09/26/2012	123.18	123.18	09/26/2012
Total AFLAC:					429.70	429.70	
<b>ALEXIN ANALYTICAL LABORATORIES</b>							
16	ALEXIN ANALYTICAL LABORAT	11241	WWTP TESTING	09/14/2012	2,118.00	2,118.00	09/18/2012
Total ALEXIN ANALYTICAL LABORATORIES:					2,118.00	2,118.00	
<b>AMY KELLER</b>							
75103	AMY KELLER	09/2012	MOW REIMBURSEMENT	09/28/2012	88.80	88.80	09/28/2012
Total AMY KELLER:					88.80	88.80	
<b>ARONSON SECURITY GROUP</b>							
74725	ARONSON SECURITY GROUP	11469	Intrusion Alarm	09/18/2012	480.00	480.00	09/25/2012
74725	ARONSON SECURITY GROUP	WO-PDX-1065	DPS DOOR	09/17/2012	210.00	210.00	09/25/2012
Total ARONSON SECURITY GROUP:					690.00	690.00	
<b>AUS WEST LOCKBOX</b>							
70797	AUS WEST LOCKBOX	529-0356840	UNIFORMS/COVERALLS	09/07/2012	121.04	121.04	09/11/2012
70797	AUS WEST LOCKBOX	529-0366909	MOPS, TOWELS, MATS	09/14/2012	145.69	145.69	09/14/2012
70797	AUS WEST LOCKBOX	529-0366910	UNIFORMS/COVERALLS	09/14/2012	155.39	155.39	09/14/2012
70797	AUS WEST LOCKBOX	529-0376812	UNIFORMS/COVERALLS	09/21/2012	68.25	68.25	09/25/2012
70797	AUS WEST LOCKBOX	529-0386625	MOPS, TOWELS, MATS	09/28/2012	145.69	145.69	09/28/2012
70797	AUS WEST LOCKBOX	529-0386626	UNIFORMS/COVERALLS	09/28/2012	141.50	141.50	09/28/2012

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total AUS WEST LOCKBOX:					777.56	777.56	
<b>BADGER METER, INC.</b>							
73438	BADGER METER, INC.	95521201	METERS	09/05/2012	3,615.00	3,615.00	09/18/2012
Total BADGER METER, INC.:					3,615.00	3,615.00	
<b>BAKER AUTO REPAIR</b>							
75244	BAKER AUTO REPAIR	0452	210350	09/11/2012	24.95	24.95	09/11/2012
Total BAKER AUTO REPAIR:					24.95	24.95	
<b>BEERY, ELSNER &amp; HAMMOND, LLP</b>							
72086	BEERY, ELSNER & HAMMOND,	10360	AUGUST 2012	09/03/2012	6,979.83	6,979.83	09/11/2012
Total BEERY, ELSNER & HAMMOND, LLP:					6,979.83	6,979.83	
<b>BI-MART CORPORATION</b>							
70712	BI-MART CORPORATION	930102-08/12	AUGUST STATEMENT	08/31/2012	316.67	316.67	09/05/2012
Total BI-MART CORPORATION:					316.67	316.67	
<b>BLUMENTHAL UNIFORMS</b>							
70490	BLUMENTHAL UNIFORMS	953122-01	POLICE UNIFORMS	08/30/2012	124.00	124.00	09/14/2012
70490	BLUMENTHAL UNIFORMS	955141	POLICE UNIFORMS	09/04/2012	81.50	81.50	09/14/2012
Total BLUMENTHAL UNIFORMS:					205.50	205.50	
<b>BOOK WHOLESALERS, INC,</b>							
39	BOOK WHOLESALERS, INC,	155575E	LIBRARY BOOKS	08/28/2012	206.14	206.14	09/05/2012
39	BOOK WHOLESALERS, INC,	160693E	LIBRARY BOOKS	08/09/2012	37.72	37.72	09/05/2012
39	BOOK WHOLESALERS, INC,	164576E	LIBRARY BOOKS	08/17/2012	286.86	286.86	09/18/2012
39	BOOK WHOLESALERS, INC,	164733E	LIBRARY BOOKS	08/15/2012	8.43	8.43	09/05/2012
39	BOOK WHOLESALERS, INC,	167327E	LIBRARY BOOKS	08/20/2012	10.19	10.19	09/05/2012
39	BOOK WHOLESALERS, INC,	167842E	LIBRARY BOOKS	08/21/2012	10.19	10.19	09/05/2012
39	BOOK WHOLESALERS, INC,	172512E	LIBRARY BOOKS	08/29/2012	27.47	27.47	09/11/2012
39	BOOK WHOLESALERS, INC,	173546E	LIBRARY BOOKS	08/27/2012	28.80	28.80	09/05/2012
39	BOOK WHOLESALERS, INC,	173547E	LIBRARY BOOKS	08/28/2012	482.27	482.27	09/11/2012
Total BOOK WHOLESALERS, INC.:					1,098.07	1,098.07	
<b>BRENTWOOD INDUSTRIES</b>							
73674	BRENTWOOD INDUSTRIES	09-12-2012	KEY REFUND	09/14/2012	25.00	25.00	09/14/2012
Total BRENTWOOD INDUSTRIES:					25.00	25.00	
<b>BRYON BLACKMAN</b>							
75246	BRYON BLACKMAN	45235	8' PICNIC TABLE	09/14/2012	200.00	200.00	09/25/2012
Total BRYON BLACKMAN:					200.00	200.00	
<b>CARL'S SEPTIC TANK CLEANING</b>							
70105	CARL'S SEPTIC TANK CLEANIN	08312012	Holding Tank at Water Plant	08/31/2012	350.00	350.00	09/05/2012
Total CARL'S SEPTIC TANK CLEANING:					350.00	350.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>CARQUEST AUTO PARTS, SITE #3344</b>							
70567	CARQUEST AUTO PARTS, SITE	AUG 12 STMT	VEHICLE & EQ REPAIR SUPPLI	09/01/2012	286.03	286.03	09/25/2012
Total CARQUEST AUTO PARTS, SITE #3344:					286.03	286.03	
<b>CASCADE COLUMBIA DISTRIBUTION</b>							
70628	CASCADE COLUMBIA DISTRIB	576526	SODIUM HYPOCHLORITE	08/31/2012	124.00	124.00	09/11/2012
Total CASCADE COLUMBIA DISTRIBUTION:					124.00	124.00	
<b>CASELLE, INC.</b>							
71341	CASELLE, INC.	44518	COMPUTER SUPPORT	09/01/2012	880.00	880.00	09/11/2012
Total CASELLE, INC.:					880.00	880.00	
<b>CCPOBF</b>							
74307	CCPOBF	PR0925120	CCPOBF CCPO BENEVOLENT	09/26/2012	47.50	47.50	09/26/2012
74307	CCPOBF	PR0925120	CCPOBF CCPO BENEVOLENT	09/26/2012	47.50	47.50	09/26/2012
Total CCPOBF:					95.00	95.00	
<b>CENTRAL CITY CONCERN</b>							
73326	CENTRAL CITY CONCERN	AUG STMT	DETOX	08/31/2012	360.00	360.00	09/14/2012
Total CENTRAL CITY CONCERN:					360.00	360.00	
<b>CHARTER MECHANICAL</b>							
74525	CHARTER MECHANICAL	392728	REFRIGERATE CHARGE	09/28/2012	999.00	999.00	09/28/2012
74525	CHARTER MECHANICAL	493904	HVAC	09/28/2012	1,340.00	1,340.00	09/28/2012
Total CHARTER MECHANICAL:					2,339.00	2,339.00	
<b>CIT</b>							
72972	CIT	21997000	COPIER CONTRACT	09/01/2012	266.18	266.18	09/05/2012
Total CIT:					266.18	266.18	
<b>CITISTREET - STATE OF OREGON</b>							
70533	CITISTREET - STATE OF OREG	PR0910120	Oregon Growth Savings Pay Peri	09/11/2012	23.31	23.31	09/11/2012
70533	CITISTREET - STATE OF OREG	PR0910120	Oregon Growth Savings Pay Peri	09/11/2012	321.40	321.40	09/11/2012
70533	CITISTREET - STATE OF OREG	PR0925120	Oregon Growth Savings Pay Peri	09/26/2012	23.31	23.31	09/26/2012
70533	CITISTREET - STATE OF OREG	PR0925120	Oregon Growth Savings Pay Peri	09/26/2012	321.40	321.40	09/26/2012
Total CITISTREET - STATE OF OREGON:					689.42	689.42	
<b>CITY OF MOLALLA</b>							
69	CITY OF MOLALLA	COURT 08/12	RESTITUTION - WHEELER	09/04/2012	100.00	100.00	09/04/2012
69	CITY OF MOLALLA	PR0925120	Coffee Fund Pay Period: 9/25/20	09/26/2012	45.00	45.00	09/26/2012
Total CITY OF MOLALLA:					145.00	145.00	
<b>CITY OF MOLALLA EMPLOYEES</b>							
75000	CITY OF MOLALLA EMPLOYEE	09/06/2012	PARKING AT ZOO	09/06/2012	9.00	9.00	09/11/2012
75000	CITY OF MOLALLA EMPLOYEE	09/11/2012	MILEAGE REIMBURSEMENT	09/11/2012	46.90	46.90	09/11/2012
75000	CITY OF MOLALLA EMPLOYEE	09/18/2012	MILEAGE REIMBURSEMENT	09/18/2012	83.71	83.71	09/18/2012
75000	CITY OF MOLALLA EMPLOYEE	09/18-09/21	OHIA CONFERENCE	09/05/2012	100.00	100.00	09/05/2012
75000	CITY OF MOLALLA EMPLOYEE	9/18-9/21	OHIA CONFERENCE	09/05/2012	100.00	100.00	09/05/2012



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CITY OF MOLALLA EMPLOYEES:					339.61	339.61	
<b>CLACKAMAS COUNTY</b>							
74999	CLACKAMAS COUNTY	21613	PLANNING SERVICES - GLASC	07/31/2012	2,414.46	2,414.46	09/25/2012
74999	CLACKAMAS COUNTY	2ND PAYMEN	INSPECTION REPAYMENT #2	09/14/2012	34,092.24	34,092.24	09/14/2012
74999	CLACKAMAS COUNTY	399154	2012-059120 ABATEMENT LEIN	09/12/2012	43.00	43.00	09/14/2012
74999	CLACKAMAS COUNTY	C4 RETREAT	BARNES (MOLALLA) C4 RETRE	09/17/2012	185.00	185.00	09/18/2012
74999	CLACKAMAS COUNTY	COURT - 08/20	COURT - AUG 2012	09/04/2012	406.00	406.00	09/04/2012
74999	CLACKAMAS COUNTY	PR09251215	Police Union Dues Pay Period: 9/	09/26/2012	262.91	262.91	09/26/2012
74999	CLACKAMAS COUNTY	PR09251215	Police Union Dues Pay Period: 9/	09/26/2012	262.91	262.91	09/26/2012
Total CLACKAMAS COUNTY:					37,666.52	37,666.52	
<b>CLACKAMAS FEDERAL CREDIT UNION</b>							
72	CLACKAMAS FEDERAL CREDIT	PR0910120	Credit Union Pay Period: 9/10/20	09/11/2012	225.00	225.00	09/11/2012
72	CLACKAMAS FEDERAL CREDIT	PR0925120	Credit Union Pay Period: 9/25/20	09/26/2012	225.00	225.00	09/26/2012
Total CLACKAMAS FEDERAL CREDIT UNION:					450.00	450.00	
<b>CLIFF KLANG</b>							
70736	CLIFF KLANG	AUG 2012	JANITORIAL SERVICES	09/01/2012	740.00	740.00	09/05/2012
70736	CLIFF KLANG	AUGUST 2012	JANITORIAL SERVICES	09/07/2012	660.00	660.00	09/11/2012
Total CLIFF KLANG:					1,400.00	1,400.00	
<b>COASTWIDE LABORATORIES</b>							
73778	COASTWIDE LABORATORIES	2468392	TOWELS	09/07/2012	22.54	22.54	09/18/2012
Total COASTWIDE LABORATORIES:					22.54	22.54	
<b>COLONIAL LIFE &amp; ACCIDENT</b>							
81	COLONIAL LIFE & ACCIDENT	PR0925120	Colonial Pay Period: 9/25/2012	09/26/2012	37.55	37.55	09/26/2012
81	COLONIAL LIFE & ACCIDENT	PR0925120	Colonial Pay Period: 9/10/2012	09/26/2012	37.55	37.55	09/26/2012
Total COLONIAL LIFE & ACCIDENT:					75.10	75.10	
<b>COMMERCIAL BANK</b>							
84	COMMERCIAL BANK	PR0910120	Federal Withholding Tax Pay Peri	09/11/2012	11,773.97	11,773.97	09/11/2012
84	COMMERCIAL BANK	PR0910120	Social Security Pay Period: 9/10/	09/11/2012	4,592.24	4,592.24	09/11/2012
84	COMMERCIAL BANK	PR0910120	Social Security Pay Period: 9/10/	09/11/2012	6,778.99	6,778.99	09/11/2012
84	COMMERCIAL BANK	PR0910120	Medicare Pay Period: 9/10/2012	09/11/2012	1,585.37	1,585.37	09/11/2012
84	COMMERCIAL BANK	PR0910120	Medicare Pay Period: 9/10/2012	09/11/2012	1,585.37	1,585.37	09/11/2012
84	COMMERCIAL BANK	PR0925120	Federal Withholding Tax Pay Peri	09/26/2012	12,170.70	12,170.70	09/26/2012
84	COMMERCIAL BANK	PR0925120	Social Security Pay Period: 9/25/	09/26/2012	4,540.85	4,540.85	09/26/2012
84	COMMERCIAL BANK	PR0925120	Social Security Pay Period: 9/25/	09/26/2012	6,703.15	6,703.15	09/26/2012
84	COMMERCIAL BANK	PR0925120	Medicare Pay Period: 9/25/2012	09/26/2012	1,567.66	1,567.66	09/26/2012
84	COMMERCIAL BANK	PR0925120	Medicare Pay Period: 9/25/2012	09/26/2012	1,567.66	1,567.66	09/26/2012
Total COMMERCIAL BANK:					52,865.96	52,865.96	
<b>CONSOLIDATED FIRE PROTECTION</b>							
89	CONSOLIDATED FIRE PROTEC	29381	EXTINGUISHER SERVICE	09/26/2012	302.00	302.00	09/28/2012
89	CONSOLIDATED FIRE PROTEC	29388	EXTINGUISHER SERVICE	09/26/2012	175.00	175.00	09/28/2012
89	CONSOLIDATED FIRE PROTEC	29389	EXTINGUISHER SERVICE	09/26/2012	675.00	675.00	09/28/2012
89	CONSOLIDATED FIRE PROTEC	29393	EXTINGUISHER SERVICE	09/27/2012	175.00	175.00	09/28/2012

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CONSOLIDATED FIRE PROTECTION:					1,327.00	1,327.00	
<b>CONSOLIDATED SUPPLY</b>							
91	CONSOLIDATED SUPPLY	29380	EXTINGUISHER TEST	09/25/2012	.00	.00	
Total CONSOLIDATED SUPPLY:					.00	.00	
<b>CONVERGENCE NW, INC</b>							
74771	CONVERGENCE NW, INC	45832	NEW PC SETUP	08/30/2012	319.68	319.68	09/05/2012
74771	CONVERGENCE NW, INC	46375	OCTOBER MONITORING	09/17/2012	1,623.00	1,623.00	09/25/2012
74771	CONVERGENCE NW, INC	CNWQ9251	DESKTOP EXTERNAL DRIVE	09/18/2012	139.00	139.00	09/25/2012
Total CONVERGENCE NW, INC:					2,081.68	2,081.68	
<b>COPYTRONIX</b>							
70887	COPYTRONIX	152032	MONTHLY MAINTENANCE CON	09/13/2012	18.75	18.75	09/18/2012
Total COPYTRONIX:					18.75	18.75	
<b>COUGAR ENTERPRISES, INC.</b>							
72451	COUGAR ENTERPRISES, INC.	481281	WWTP CONTROL & PUMPS	08/28/2012	210.00	210.00	09/05/2012
72451	COUGAR ENTERPRISES, INC.	481284	POOL CAMERA REPAIR	08/28/2012	140.00	140.00	09/05/2012
72451	COUGAR ENTERPRISES, INC.	481286	AQUATIC CENTER VIDEO	09/14/2012	420.00	420.00	09/25/2012
Total COUGAR ENTERPRISES, INC.:					770.00	770.00	
<b>CRUSHER DAWGS, INC.</b>							
70780	CRUSHER DAWGS, INC.	807	KENNEL AVENUE	08/25/2012	1,043.19	1,043.19	09/05/2012
Total CRUSHER DAWGS, INC.:					1,043.19	1,043.19	
<b>CYNTHIA MITCHELL, JUSTICE OF THE PEACE</b>							
75245	CYNTHIA MITCHELL, JUSTICE	GRAFE 2012	OJPA CONFERENCE EVENT FE	09/14/2012	180.00	180.00	09/14/2012
Total CYNTHIA MITCHELL, JUSTICE OF THE PEACE:					180.00	180.00	
<b>D &amp; M PUMP AND HEATING, INC.</b>							
98	D & M PUMP AND HEATING, IN	7133	LIGHT PILOT ON COOKTOP	09/18/2012	78.00	78.00	09/25/2012
Total D & M PUMP AND HEATING, INC.:					78.00	78.00	
<b>DARREN PENNI</b>							
73130	DARREN PENNI	09/17/2012	Reimbursement (Code Conferenc	09/17/2012	29.39	29.39	09/18/2012
73130	DARREN PENNI	09/28/2012	MILEAGE REIMBURSEMENT	09/28/2012	23.87	23.87	09/28/2012
Total DARREN PENNI:					53.26	53.26	
<b>DEBBIE ROGGE</b>							
74905	DEBBIE ROGGE	37	COUNCIL MEETINGS	09/26/2012	100.00	100.00	09/25/2012
Total DEBBIE ROGGE:					100.00	100.00	
<b>DENISE KIMBALL</b>							
75197	DENISE KIMBALL	09/2012	MOW REIMBURSEMENT	09/28/2012	27.75	27.75	09/28/2012
Total DENISE KIMBALL:					27.75	27.75	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>DENNIS WOLFE</b>							
74982	DENNIS WOLFE	20	City Council Meetings	09/26/2012	100.00	100.00	09/25/2012
Total DENNIS WOLFE:					100.00	100.00	
<b>DEPARTMENT OF FINANCE</b>							
70150	DEPARTMENT OF FINANCE	36404	MAPS	09/12/2012	85.00	85.00	09/28/2012
Total DEPARTMENT OF FINANCE:					85.00	85.00	
<b>DOOLEY ENTERPRISES, INC.</b>							
71662	DOOLEY ENTERPRISES, INC.	4280	Ammunition	08/06/2012	4,693.00-	.00	
Total DOOLEY ENTERPRISES, INC.:					4,693.00-	.00	
<b>EBS</b>							
73340	EBS	PR0925120	Life Insurance CIS Life Pay Peri	09/26/2012	202.44	202.44	09/26/2012
73340	EBS	PR0925120	Life Insurance CIS Life Pay Peri	09/26/2012	208.19	208.19	09/26/2012
Total EBS:					410.63	410.63	
<b>ERIC PETERSEN</b>							
115	ERIC PETERSEN	09/11-09/12	LESS LETHAL INSTRUCTOR CL	09/05/2012	40.00	40.00	09/05/2012
Total ERIC PETERSEN:					40.00	40.00	
<b>ERICKSON TIRE COMPANY</b>							
116	ERICKSON TIRE COMPANY	AUG STMT	WXU313	08/31/2012	323.67	323.67	09/11/2012
Total ERICKSON TIRE COMPANY:					323.67	323.67	
<b>ERNEST H BADEAU ATTORNEY AT LAW</b>							
75229	ERNEST H BADEAU ATTORNEY	24	COURT APPOINTED ATTORNE	09/25/2012	300.00	300.00	09/28/2012
Total ERNEST H BADEAU ATTORNEY AT LAW:					300.00	300.00	
<b>FINEST CUSTOM CONSTRUCTION</b>							
74914	FINEST CUSTOM CONSTRUCTI	12025	FENCE REPAIR	09/10/2012	350.00	350.00	09/11/2012
Total FINEST CUSTOM CONSTRUCTION:					350.00	350.00	
<b>First Investors</b>							
73466	First Investors	PR0910120	First Investors Pay Period: 9/10/2	09/11/2012	269.06	269.06	09/11/2012
73466	First Investors	PR0910120	First Investors Pay Period: 9/10/2	09/11/2012	3,426.73	3,426.73	09/11/2012
73466	First Investors	PR0925120	First Investors Pay Period: 9/25/2	09/26/2012	269.06	269.06	09/26/2012
73466	First Investors	PR0925120	First Investors Pay Period: 9/25/2	09/26/2012	3,426.73	3,426.73	09/26/2012
Total First Investors:					7,391.58	7,391.58	
<b>FIRWOOD DESIGN GROUP LLC</b>							
75107	FIRWOOD DESIGN GROUP LLC	E11-013 9/6/12	SURVEY FOR KENNEL AVENUE	09/28/2012	3,733.75	3,733.75	09/28/2012
Total FIRWOOD DESIGN GROUP LLC:					3,733.75	3,733.75	
<b>FOOTHILLS COMMUNITY CHURCH</b>							
72662	FOOTHILLS COMMUNITY CHUR	09/12/2012	Key Refund	09/14/2012	1,025.00	1,025.00	09/14/2012

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total FOOTHILLS COMMUNITY CHURCH:					1,025.00	1,025.00	
<b>FREEDOM MAILING SERVICES, INC</b>							
73866	FREEDOM MAILING SERVICES,	21204	UTILITY BILL PROCESSING	08/31/2012	1,239.69	1,239.69	09/11/2012
Total FREEDOM MAILING SERVICES, INC:					1,239.69	1,239.69	
<b>GE CAPITAL</b>							
70896	GE CAPITAL	57718122	COPIER IN FRONT OFFICE	09/16/2012	145.00	145.00	09/25/2012
Total GE CAPITAL:					145.00	145.00	
<b>GE MONEY BANK/AMAZON</b>							
73834	GE MONEY BANK/AMAZON	AUG STMT	LIBRARY RESOURCES	09/01/2012	880.00	880.00	09/18/2012
Total GE MONEY BANK/AMAZON:					880.00	880.00	
<b>GENERAL PACIFIC INC.</b>							
73547	GENERAL PACIFIC INC.	1170237	METER	09/11/2012	79.55	79.55	09/18/2012
Total GENERAL PACIFIC INC.:					79.55	79.55	
<b>GENEVRA MOLINA</b>							
71340	GENEVRA MOLINA	09/04/2012	PROFESSIONAL SERVICES	09/01/2012	90.00	90.00	09/05/2012
71340	GENEVRA MOLINA	09/18/2012	PROFESSIONAL SERVICES	09/21/2012	90.00	90.00	09/25/2012
71340	GENEVRA MOLINA	09/25/2012	PROFESSIONAL SERVICES	09/25/2012	90.00	90.00	09/28/2012
Total GENEVRA MOLINA:					270.00	270.00	
<b>GEORGE POTTLE</b>							
72548	GEORGE POTTLE	25	COUNCIL MEETING	09/26/2012	100.00	100.00	09/25/2012
Total GEORGE POTTLE:					100.00	100.00	
<b>GOVERNMENT ETHICS COMMISSION</b>							
74506	GOVERNMENT ETHICS COMMI	GE108210	OR GOVT ETHICS COMMISSIO	07/24/2010	455.27	455.27	09/05/2012
Total GOVERNMENT ETHICS COMMISSION:					455.27	455.27	
<b>GRAINGER</b>							
71082	GRAINGER	9915204631	AQUATIC CENTER PARTS	08/30/2012	6.88	6.88	09/05/2012
71082	GRAINGER	9928928713	SAFETY SUPPLIES	09/17/2012	99.90	99.90	09/18/2012
71082	GRAINGER	9931061882		09/19/2012	94.68	94.68	09/25/2012
Total GRAINGER:					201.46	201.46	
<b>GRANGE INSURANCE GROUP</b>							
73653	GRANGE INSURANCE GROUP	COURT 08/12	RESTITUTION - MCGARVEY	09/04/2012	50.00	50.00	09/04/2012
Total GRANGE INSURANCE GROUP:					50.00	50.00	
<b>HACH COMPANY</b>							
144	HACH COMPANY	7942921	LAB TESTING CHEMICALS	09/14/2012	76.10	76.10	09/25/2012
Total HACH COMPANY:					76.10	76.10	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>HRA VEBA TRUST</b>							
73011	HRA VEBA TRUST	PR0925120	Health Insurance HSA Health Ins	09/26/2012	4,375.00	4,375.00	09/26/2012
Total HRA VEBA TRUST:					4,375.00	4,375.00	
<b>HUMANA INC.</b>							
148	HUMANA INC.	PR0925120	Humana Pay Period: 9/25/2012	09/26/2012	630.99	630.99	09/26/2012
Total HUMANA INC.:					630.99	630.99	
<b>INGRAM LIBRARY SERVICES</b>							
152	INGRAM LIBRARY SERVICES	06206739	LIBRARY BOOKS	08/17/2012	56.03	56.03	09/18/2012
152	INGRAM LIBRARY SERVICES	06325284	LIBRARY BOOKS	08/23/2012	10.70	10.70	09/18/2012
152	INGRAM LIBRARY SERVICES	06325285	LIBRARY BOOKS	08/23/2012	124.98	124.98	09/18/2012
152	INGRAM LIBRARY SERVICES	06376763	LIBRARY BOOKS	08/24/2012	12.90	12.90	09/18/2012
152	INGRAM LIBRARY SERVICES	06550899	LIBRARY BOOKS	08/31/2012	8.92	8.92	09/18/2012
152	INGRAM LIBRARY SERVICES	06696039	LIBRARY BOOKS	09/06/2012	327.01	327.01	09/18/2012
152	INGRAM LIBRARY SERVICES	06696040	LIBRARY BOOKS	09/06/2012	12.64	12.64	09/18/2012
152	INGRAM LIBRARY SERVICES	06827622	LIBRARY BOOKS	09/13/2012	15.51	15.51	09/18/2012
152	INGRAM LIBRARY SERVICES	06827623	LIBRARY BOOKS	09/13/2012	631.77	631.77	09/18/2012
Total INGRAM LIBRARY SERVICES:					1,200.46	1,200.46	
<b>J.D. PETERKIN CO</b>							
155	J.D. PETERKIN CO	08312012	TANK RENTAL - CITY OF MOLA	08/31/2012	18.00	18.00	09/18/2012
155	J.D. PETERKIN CO	604050	PAINT	08/03/2012	585.80	585.80	09/18/2012
155	J.D. PETERKIN CO	604296	5/16 CHAIN	09/12/2012	37.50	37.50	09/25/2012
Total J.D. PETERKIN CO:					641.30	641.30	
<b>JACK RAWLINGS</b>							
156	JACK RAWLINGS	3147	SHOP SUPPLIES	09/25/2012	238.77	238.77	09/28/2012
Total JACK RAWLINGS:					238.77	238.77	
<b>JAMES NEEDHAM</b>							
73297	JAMES NEEDHAM	81	COUNCIL MEETING	09/26/2012	100.00	100.00	09/25/2012
Total JAMES NEEDHAM:					100.00	100.00	
<b>JENNIFER SCOTT</b>							
70190	JENNIFER SCOTT	09/18-09/21	OHIA CONFERENCE	09/05/2012	100.00	100.00	09/05/2012
70190	JENNIFER SCOTT	9-5/9-7	TASER INSTRUCTOR CLASS	09/05/2012	70.00	70.00	09/05/2012
Total JENNIFER SCOTT:					170.00	170.00	
<b>JIMMY THOMPSON</b>							
74839	JIMMY THOMPSON	49	City Council	09/26/2012	100.00	100.00	09/25/2012
Total JIMMY THOMPSON:					100.00	100.00	
<b>JOHN DEERE FINANCIAL</b>							
71665	JOHN DEERE FINANCIAL	AUG STMT	PARTS	09/08/2012	75.96	75.96	09/18/2012
71665	JOHN DEERE FINANCIAL	P34308	Irrigation Supplies	09/01/2012	48.47	48.47	09/05/2012
Total JOHN DEERE FINANCIAL:					124.43	124.43	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>JUDE STRADER</b>							
74762	JUDE STRADER	889638	MURAL DONOR PARTY	09/14/2012	84.00	84.00	09/14/2012
Total JUDE STRADER:					84.00	84.00	
<b>JUSTIN SMATHERS</b>							
75141	JUSTIN SMATHERS	COURT 08/12	RESTITUTION - LOWERY	09/04/2012	500.00	500.00	09/04/2012
Total JUSTIN SMATHERS:					500.00	500.00	
<b>KEITH STIGLBAUER</b>							
70254	KEITH STIGLBAUER	09182012	BOOTS	09/17/2012	170.00	170.00	09/18/2012
Total KEITH STIGLBAUER:					170.00	170.00	
<b>LAKESIDE INDUSTRIES</b>							
75015	LAKESIDE INDUSTRIES	11208520MB	STREET ASPHALT	09/19/2012	296.80	296.80	09/25/2012
Total LAKESIDE INDUSTRIES:					296.80	296.80	
<b>LARRY MORTON'S TRANSMISSION</b>							
75208	LARRY MORTON'S TRANSMISS	31401	202424	08/28/2012	1,868.50	1,868.50	09/14/2012
Total LARRY MORTON'S TRANSMISSION:					1,868.50	1,868.50	
<b>LES SCHWAB - MOLALLA</b>							
71798	LES SCHWAB - MOLALLA	262-0394 08/1	E179581	09/01/2012	229.90	229.90	09/11/2012
Total LES SCHWAB - MOLALLA:					229.90	229.90	
<b>MARION SCHROEDER</b>							
73883	MARION SCHROEDER	AUG 2012	MOW REIMBURSEMENT	09/01/2012	109.89	109.89	09/11/2012
Total MARION SCHROEDER:					109.89	109.89	
<b>MCCROMETER</b>							
74712	MCCROMETER	403878 RI	WATER PLANT SUPPLIES	09/19/2012	326.07	326.07	09/25/2012
Total MCCROMETER:					326.07	326.07	
<b>MELVIN G. PAYNE</b>							
73177	MELVIN G. PAYNE	09/28/2012	MOW REIMBURSEMENTS	09/28/2012	11.66	11.66	09/28/2012
73177	MELVIN G. PAYNE	AUG 2012	MOW REIMBURSEMENTS	09/01/2012	20.54	20.54	09/05/2012
Total MELVIN G. PAYNE:					32.20	32.20	
<b>METRO OVERHEAD DOOR</b>							
75075	METRO OVERHEAD DOOR	79862	FRONT DOORS AT CITY HALL	08/31/2012	130.00	130.00	09/05/2012
Total METRO OVERHEAD DOOR:					130.00	130.00	
<b>MICHAEL F. CZAICO, P.C.</b>							
387	MICHAEL F. CZAICO, P.C.	2154	PROSECUTOR SERVICES	08/31/2012	679.00	679.00	09/05/2012
387	MICHAEL F. CZAICO, P.C.	2155	PROSECUTOR SERVICES	08/31/2012	1,484.00	1,484.00	09/05/2012
Total MICHAEL F. CZAICO, P.C.:					2,163.00	2,163.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>MICHELLE SATYNA</b>							
71283	MICHELLE SATYNA	09/20/2012	TRAVEL REIMBURSEMENT	09/20/2012	55.86	55.86	09/28/2012
Total MICHELLE SATYNA:					55.86	55.86	
<b>MIKE CLARKE</b>							
191	MIKE CLARKE	57	COUNCIL MEETING	09/26/2012	125.00	125.00	09/25/2012
Total MIKE CLARKE:					125.00	125.00	
<b>MIKE WAKEFIELD</b>							
75227	MIKE WAKEFIELD	AUG 2012	MOW REIMBURSEMENT	09/01/2012	56.61	56.61	09/11/2012
Total MIKE WAKEFIELD:					56.61	56.61	
<b>MINUTEMAN PRESS</b>							
72566	MINUTEMAN PRESS	82575	COURT APPEARANCE FORMS	09/24/2012	193.05	193.05	09/25/2012
72566	MINUTEMAN PRESS	82576	WINDOW ENVELOPES	09/24/2012	334.95	334.95	09/25/2012
Total MINUTEMAN PRESS:					528.00	528.00	
<b>MNOP</b>							
75233	MNOP	CL99519	VEHICLE FUEL	09/14/2012	2,083.17	2,083.17	09/14/2012
75233	MNOP	POLICE DEPT	CL01111	09/17/2012	2,381.75	2,381.75	09/18/2012
75233	MNOP	PUBLIC WORK	CL99520, CL96190, CL01112	09/17/2012	10,053.94	10,053.94	09/18/2012
75233	MNOP	SENIOR CENT	CL96191, CL99521, CL01113	09/17/2012	761.30	761.30	09/18/2012
Total MNOP:					15,280.16	15,280.16	
<b>MOLALLA CAR WASH</b>							
72157	MOLALLA CAR WASH	69	PD CAR WASHES	09/04/2012	172.00	172.00	09/14/2012
Total MOLALLA CAR WASH:					172.00	172.00	
<b>MOLALLA COMMUNICATIONS</b>							
196	MOLALLA COMMUNICATIONS	633861	TELEPHONE SERVICE	09/01/2012	86.85	86.85	09/05/2012
196	MOLALLA COMMUNICATIONS	633868	TELEPHONE SERVICE	09/01/2012	370.87	370.87	09/05/2012
196	MOLALLA COMMUNICATIONS	633896	TELEPHONE SERVICE	09/01/2012	221.36	221.36	09/05/2012
Total MOLALLA COMMUNICATIONS:					679.08	679.08	
<b>MOLALLA PIONEER - CANBY</b>							
201	MOLALLA PIONEER - CANBY	083112	ADVERTISING	09/01/2012	29.75	29.75	09/11/2012
201	MOLALLA PIONEER - CANBY	08312012	LEGAL NOTICE	08/31/2012	63.75	63.75	09/14/2012
201	MOLALLA PIONEER - CANBY	POOL 08/12	ADVERTISING	09/01/2012	308.40	308.40	09/11/2012
Total MOLALLA PIONEER - CANBY:					401.90	401.90	
<b>MOLALLA PUMP</b>							
203	MOLALLA PUMP	AUG STMT	PLUMBING SUPPLIES	09/01/2012	152.29	152.29	09/11/2012
Total MOLALLA PUMP :					152.29	152.29	
<b>MOVIE LICENSING USA</b>							
73868	MOVIE LICENSING USA	1724120	Annual Copyright	09/03/2012	350.00	350.00	09/18/2012
Total MOVIE LICENSING USA:					350.00	350.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>MUNICIPAL COURT BAIL REFUND</b>							
74987	MUNICIPAL COURT BAIL REFUND	2012-1390	Municipal Court Bail Refund	09/14/2012	50.00	50.00	09/14/2012
Total MUNICIPAL COURT BAIL REFUND:					50.00	50.00	
<b>NEXTEL COMMUNICATIONS</b>							
71270	NEXTEL COMMUNICATIONS	922122318-13	CELL PHONES	09/18/2012	372.96	372.96	09/28/2012
Total NEXTEL COMMUNICATIONS:					372.96	372.96	
<b>NON-CITY EMPLOYEE</b>							
74993	NON-CITY EMPLOYEE	09/07/2012	LIFEGUARD CLASS REFUND	09/11/2012	35.00	35.00	09/11/2012
Total NON-CITY EMPLOYEE:					35.00	35.00	
<b>NORTHSTAR CHEMICAL, INC.</b>							
401	NORTHSTAR CHEMICAL, INC.	35082	SODIUM HYPOCHLORITE	09/21/2012	1,695.50	1,695.50	09/28/2012
Total NORTHSTAR CHEMICAL, INC.:					1,695.50	1,695.50	
<b>NW NATURAL GAS</b>							
210	NW NATURAL GAS	09182012	NATURAL GAS	09/18/2012	2,267.27	2,267.27	09/18/2012
210	NW NATURAL GAS	09212012	NATURAL GAS	09/21/2012	155.32	155.32	09/25/2012
Total NW NATURAL GAS:					2,422.59	2,422.59	
<b>O.T.E.T.</b>							
217	O.T.E.T.	PR092512	Health Insurance Pay Period: 9/2	09/28/2012	1,195.43	1,195.43	09/27/2012
217	O.T.E.T.	PR0925120	Health Insurance Pay Period: 9/1	09/26/2012	717.36	717.36	09/26/2012
217	O.T.E.T.	PR0925120	Health Insurance Pay Period: 9/2	09/26/2012	40,405.33	40,405.33	09/26/2012
217	O.T.E.T.	PR0925120	Health Insurance Pay Period: 9/2	09/26/2012	1,912.79	1,912.79	09/26/2012
Total O.T.E.T.:					44,230.91	44,230.91	
<b>ODOT ATTN: CAO COORDINATOR</b>							
75176	ODOT ATTN: CAO COORDINATOR	COURT 08/12	RESTITUTION - GIBSON	09/04/2012	50.00	50.00	09/04/2012
Total ODOT ATTN: CAO COORDINATOR:					50.00	50.00	
<b>OFFICE MAX</b>							
360	OFFICE MAX	143035	OFFICE SUPPLIES	08/29/2012	331.17	331.17	09/05/2012
Total OFFICE MAX:					331.17	331.17	
<b>OFFICE OF THE TRUSTEE</b>							
75193	OFFICE OF THE TRUSTEE	PR09152012	CHRISTOPHERSON, AARON	09/11/2012	500.00	500.00	09/11/2012
75193	OFFICE OF THE TRUSTEE	PR092812	CHRISTOPHERSON, AARON	09/28/2012	500.00	500.00	09/26/2012
Total OFFICE OF THE TRUSTEE:					1,000.00	1,000.00	
<b>ONE CALL CONCEPTS</b>							
213	ONE CALL CONCEPTS	2080419	UTILITY LOCATES	08/31/2012	47.52	47.52	09/05/2012
Total ONE CALL CONCEPTS:					47.52	47.52	
<b>OR DEPARTMENT OF JUSTICE</b>							
70233	OR DEPARTMENT OF JUSTICE	PR09152012	CASE #043AAAA61141	09/11/2012	1,449.00	1,449.00	09/11/2012
70233	OR DEPARTMENT OF JUSTICE	PR092812	CASE #043AAAA61141	09/28/2012	1,449.00	1,449.00	09/26/2012



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total OR DEPARTMENT OF JUSTICE:					2,898.00	2,898.00	
<b>OREGON DEPT OF REVENUE</b>							
214	OREGON DEPT OF REVENUE	3RD QRT FOR	WBF ASSESSMENT - 3RD QRT	09/28/2012	15.03	15.03	09/28/2012
214	OREGON DEPT OF REVENUE	COURT 08/201	COURT - AUG 2012, OTHER ST	09/04/2012	5,005.75	5,005.75	09/04/2012
214	OREGON DEPT OF REVENUE	PR0910120	State Withholding Tax Pay Period	09/11/2012	7,234.30	7,234.30	09/11/2012
214	OREGON DEPT OF REVENUE	PR0925120	State Withholding Tax Pay Period	09/26/2012	7,173.16	7,173.16	09/26/2012
Total OREGON DEPT OF REVENUE:					19,428.24	19,428.24	
<b>OWEN EQUIPMENT COMPANY</b>							
73335	OWEN EQUIPMENT COMPANY	154407	HOSE SUCTION	08/23/2012	1,134.18	1,134.18	09/05/2012
73335	OWEN EQUIPMENT COMPANY	154437	AUX ENGINE REPAIR	08/27/2012	1,317.18	1,317.18	09/05/2012
Total OWEN EQUIPMENT COMPANY:					2,451.36	2,451.36	
<b>PACIFIC OFFICE AUTOMATION - PA</b>							
268	PACIFIC OFFICE AUTOMATION	14905728	COPY MACHINE CONTRACT	09/05/2012	351.69	351.69	09/05/2012
268	PACIFIC OFFICE AUTOMATION	15231292	COPY MACHINE CONTRACT	09/30/2012	351.69	351.69	09/28/2012
268	PACIFIC OFFICE AUTOMATION	15286800	COPY MACHINE CONTRACT	09/22/2012	632.59	632.59	09/28/2012
268	PACIFIC OFFICE AUTOMATION	15287255	COPY MACHINE CONTRACT	09/22/2012	174.16	174.16	09/28/2012
Total PACIFIC OFFICE AUTOMATION - PA:					1,510.13	1,510.13	
<b>PETTY CASH</b>							
73651	PETTY CASH	09/2012	City Hall Petty Cash	09/25/2012	496.95	496.95	09/25/2012
Total PETTY CASH:					496.95	496.95	
<b>PITNEY BOWES INC.</b>							
223	PITNEY BOWES INC.	0876599-SP12	POSTAGE MACHINE	09/17/2012	95.24	95.24	09/18/2012
Total PITNEY BOWES INC.:					95.24	95.24	
<b>PLEASE HOLD</b>							
6	PLEASE HOLD	95393	TELEPHONE RECORDING	09/04/2012	15.00	15.00	09/11/2012
Total PLEASE HOLD:					15.00	15.00	
<b>PORTLAND GENERAL ELECTRIC</b>							
225	PORTLAND GENERAL ELECTRIC	09142012	ELECTRICITY	09/14/2012	19,532.45	19,532.45	09/14/2012
225	PORTLAND GENERAL ELECTRIC	09272012	ELECTRICITY	09/27/2012	9,439.00	9,439.00	09/28/2012
Total PORTLAND GENERAL ELECTRIC:					28,971.45	28,971.45	
<b>QUILL CORPORATION</b>							
297	QUILL CORPORATION	5548816	OFFICE SUPPLIES	09/04/2012	9.89	9.89	09/18/2012
Total QUILL CORPORATION:					9.89	9.89	
<b>RAINIER SIGN COMPANY</b>							
75243	RAINIER SIGN COMPANY	09142012	PAVILLION SIGN	09/14/2012	69.80	69.80	09/14/2012
Total RAINIER SIGN COMPANY:					69.80	69.80	
<b>RICKY MEYER</b>							
75050	RICKY MEYER	09/2012	MOW REMBURSEMENT	09/28/2012	101.24	101.24	09/28/2012

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
75050	RICKY MEYER	AUG HOURS	MOW REIMBURSEMENTS	09/01/2012	178.27	178.27	09/05/2012
Total RICKY MEYER:					279.51	279.51	
<b>RUSS MABRY</b>							
70414	RUSS MABRY	42	MEETINGS BROADCASTING	09/13/2012	350.00	350.00	09/14/2012
Total RUSS MABRY:					350.00	350.00	
<b>SAFEWAY INC. - FILE 72905</b>							
70634	SAFEWAY INC. - FILE 72905	108423-08/12	SUPPLIES	09/01/2012	156.08	156.08	09/11/2012
Total SAFEWAY INC. - FILE 72905:					156.08	156.08	
<b>SANDY CASTERLINE</b>							
75032	SANDY CASTERLINE	AUG 2012	MOW REIMBURSEMENT	09/01/2012	68.99	68.99	09/05/2012
Total SANDY CASTERLINE:					68.99	68.99	
<b>SHRED-IT USA - PORTLAND</b>							
75096	SHRED-IT USA - PORTLAND	9400759865	ON SITE SHRED	08/17/2012	85.00	85.00	09/05/2012
75096	SHRED-IT USA - PORTLAND	9400869806	SHRED SERVICES	09/12/2012	85.00	85.00	09/25/2012
Total SHRED-IT USA - PORTLAND:					170.00	170.00	
<b>SOUTH FORK COFFEE COMPANY</b>							
73676	SOUTH FORK COFFEE COMPA	374374	COFFEE & SUPPLIES	08/31/2012	295.85	295.85	09/05/2012
73676	SOUTH FORK COFFEE COMPA	378974	COFFEE & SUPPLIES	09/24/2012	101.70	101.70	09/25/2012
Total SOUTH FORK COFFEE COMPANY:					397.55	397.55	
<b>STEPHEN CLARK</b>							
75014	STEPHEN CLARK	128	COUNCIL MEETINGS	09/26/2012	100.00	100.00	09/25/2012
75014	STEPHEN CLARK	AUG 2012	MOW REIMBURSEMENT	09/01/2012	.00	.00	
Total STEPHEN CLARK:					100.00	100.00	
<b>STEPHEN COX</b>							
74994	STEPHEN COX	09/2012	HDM MILEAGE REIMBURSEME	09/28/2012	232.55	232.55	09/28/2012
74994	STEPHEN COX	AUG 2012	HDM MILEAGE REIMBURSEME	09/01/2012	291.38	291.38	09/11/2012
Total STEPHEN COX:					523.93	523.93	
<b>TEAMSTERS LOCAL 223</b>							
239	TEAMSTERS LOCAL 223	PR0925120	Teamsters Union Dues Pay Perio	09/26/2012	341.00	341.00	09/26/2012
239	TEAMSTERS LOCAL 223	PR0925120	Teamsters Union Dues Pay Perio	09/26/2012	341.00	341.00	09/26/2012
Total TEAMSTERS LOCAL 223:					682.00	682.00	
<b>THE OREGONIAN</b>							
241	THE OREGONIAN	2-78752-08/12	ANNEXATION STONE PLACE	09/11/2012	774.52	774.52	09/11/2012
Total THE OREGONIAN:					774.52	774.52	
<b>TONY LAPOINTE</b>							
75184	TONY LAPOINTE	09/04/2012	09/04/2012 WANDER	09/04/2012	50.00	50.00	09/05/2012
75184	TONY LAPOINTE	09/18/2012	WANDER 09/18/2012	09/18/2012	50.00	50.00	09/25/2012
75184	TONY LAPOINTE	09-11-2012	TRANSPORT	09/14/2012	50.00	50.00	09/14/2012

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total TONY LAPOINTE:					150.00	150.00	
<b>TRUE VALUE</b>							
71499	TRUE VALUE	AUG 2012	AUGUST STATEMENT	09/01/2012	129.17	129.17	09/05/2012
Total TRUE VALUE:					129.17	129.17	
<b>TWGW, INC. NAPA AUTO PARTS</b>							
71850	TWGW, INC. NAPA AUTO PART	15279-09/12	AUTO PARTS	09/25/2012	24.27	24.27	09/28/2012
Total TWGW, INC. NAPA AUTO PARTS:					24.27	24.27	
<b>VALLEY FAB CORP</b>							
72710	VALLEY FAB CORP	13699	WWTP SUPPLIES	09/10/2012	351.95	351.95	09/25/2012
Total VALLEY FAB CORP:					351.95	351.95	
<b>VERIZON WIRELESS</b>							
10	VERIZON WIRELESS	1114636910	CELL PHONE	09/14/2012	560.16	560.16	09/14/2012
Total VERIZON WIRELESS:					560.16	560.16	
<b>WATER/SEWER REFUND</b>							
74986	WATER/SEWER REFUND	1063 MEADO	WATER/SEWER DEPOSIT REFU	09/28/2012	60.00	60.00	09/28/2012
74986	WATER/SEWER REFUND	1319 MEADO	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	1423 MEADO	WATER/SEWER DEPOSIT REFU	09/28/2012	50.00	50.00	09/28/2012
74986	WATER/SEWER REFUND	1425 MEADO	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	147 TOLIVER	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	158 FENTON A	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	209 LEORY AV	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	213 LOLA AVE	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	330 CHRISTO	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	507 S COLE A	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	513 PEGASUS		09/18/2012	64.10	64.10	09/25/2012
74986	WATER/SEWER REFUND	518 E MAIN	WATER/SEWER DEPOSIT REFU	09/28/2012	1.84	1.84	09/28/2012
74986	WATER/SEWER REFUND	608 MATHIAS	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	608 W HEINTZ	WATER/SEWER DEPOSIT REFU	09/01/2012	22.94	22.94	09/18/2012
74986	WATER/SEWER REFUND	609 KIMBERLE	WATER/SEWER DEPOSIT REFU	09/14/2012	.00	.00	
74986	WATER/SEWER REFUND	609 KIMBERLY	WATER/SEWER DEPOSIT REFU	09/14/2012	100.00	100.00	09/14/2012
74986	WATER/SEWER REFUND	613 WEDGEW	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	616 ANNE LAN	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	690 ANDRIAN	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	701 MARY DR	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	713 PATROL S	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	723 OAK STRE	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	800 COLUMBI	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
74986	WATER/SEWER REFUND	821 MEADOW	WATER/SEWER DEPOSIT REFU	09/28/2012	2.43	2.43	09/28/2012
74986	WATER/SEWER REFUND	824 E 5TH	WATER/SEWER DEPOSIT REFU	09/07/2012	53.36	53.36	09/11/2012
74986	WATER/SEWER REFUND	892 JAMES DR	WATER/SEWER DEPOSIT REFU	09/28/2012	100.00	100.00	09/28/2012
Total WATER/SEWER REFUND:					2,054.67	2,054.67	
<b>WELLS FARGO PAYMENT REMITTANCE CENTER</b>							
75237	WELLS FARGO PAYMENT REMI	09/07/12 STMT	TRIEBWASSER	09/14/2012	3,643.17	3,643.17	09/14/2012
Total WELLS FARGO PAYMENT REMITTANCE CENTER:					3,643.17	3,643.17	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
WILBUR-ELLIS CO.							
72090	WILBUR-ELLIS CO.	AUG STMT	FERTILIZERS & CHEMICALS	09/01/2012	43.45	43.45	09/11/2012
Total WILBUR-ELLIS CO.:					43.45	43.45	
WILDWOOD PLAYGROUNDS							
70202	WILDWOOD PLAYGROUNDS	7964	PARK PLAY STRUCTURE REPA	08/30/2012	346.55	346.55	09/05/2012
Total WILDWOOD PLAYGROUNDS:					346.55	346.55	
WILSONVILLE LOCK & SECURITY							
71799	WILSONVILLE LOCK & SECURI	46294-IN	MONITORING	09/10/2012	59.85	59.85	09/14/2012
Total WILSONVILLE LOCK & SECURITY:					59.85	59.85	
WITHERS LUMBER							
74763	WITHERS LUMBER	09/25/2012	POLICE SUPPLIES	09/25/2012	15.84	15.84	09/28/2012
Total WITHERS LUMBER:					15.84	15.84	
XEROX CORPORATION							
252	XEROX CORPORATION	063710176	COPIER MAINTENANCE CONTR	09/01/2012	501.44	501.44	09/14/2012
Total XEROX CORPORATION:					501.44	501.44	
Grand Totals:					283,706.82	288,399.82	

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

## Report Criteria:

Summary report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

# City Of Molalla

## City Council Meeting

### Agenda Category: New Business

**Subject:** Review and Accept Financial Statements for September 2012

**Recommendation:** Discussion and Motion to Accept Statements

**Date of Meeting to be Presented:** October 10, 2012

**Fiscal Impact:** NA

**Background:**

This is a review of the City's FY2012-13 financial activity through August 2012 for each fund in the budget.

Beginning fund balances are unaudited at this time. These amounts may change with year-end audit adjusting entries.

SUBMITTED BY: Ellen Barnes, City Manager

ALL AGENDA ITEMS MUST BE SUBMITTED BY NOON THE THURSDAY BEFORE THE SCHEDULED COUNCIL MEETING. LATE ITEMS WILL BE SUBMITTED TO THE CITY MANAGER FOR CONSIDERATION.

**Agenda Item**

**6.B**

City Recorder Use Only

# City of Molalla Fiscal Year 2013 (July 2012 - June 2013)

## GENERAL FUND

REVENUES	ANNUAL BUDGET	ACTUALS			YTD	% TO DATE
		JULY	AUGUST	SEPT		
<b>PROPERTY TAXES</b>						
PROPERTY TAXES CURRENT	\$ 2,200,000.00	\$ 7,633.21	\$ 6,490.50	\$ 6,554.83	\$ 20,678.54	1%
PROPERTY TAXES PRIOR YEAR	\$ 50,000.00	\$ 3,315.28	\$ 5,441.77	\$ 4,249.50	\$ 13,006.55	26%
TOTAL PROPERTY TAXES	\$ 2,250,000.00	\$ 10,948.49	\$ 11,932.27	\$ 10,804.33	\$ 33,685.09	1%
<b>FRANCHISE FEES</b>						
NW NATURAL GAS	\$ 47,000.00	\$ -	\$ -	\$ -	\$ -	0%
TELEPHONE	\$ 16,000.00	\$ -	\$ -	\$ -	\$ -	0%
TELEVISION	\$ 30,000.00	\$ -	\$ 7,808.55	\$ -	\$ 7,808.55	26%
SEWER	\$ 75,000.00	\$ 6,441.07	\$ 6,316.55	\$ 6,294.42	\$ 19,052.04	25%
WATER	\$ 70,000.00	\$ 5,319.97	\$ 6,142.29	\$ 7,661.67	\$ 19,123.93	27%
STORM WATER	\$ 4,650.00	\$ 383.30	\$ 380.40	\$ 370.77	\$ 1,134.47	24%
PGE	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL FRANCHISE FEES	\$ 282,650.00	\$ 12,144.34	\$ 20,647.79	\$ 14,326.86	\$ 47,118.99	17%
<b>INTERGOVERNMENTAL</b>						
STATE REVENUE SHARING	\$ 55,000.00	\$ -	\$ 16,841.09	\$ -	\$ 16,841.09	31%
LIQUOR TAX	\$ 105,000.00	\$ 9,725.51	\$ 9,402.05	\$ 25.00	\$ 19,152.56	18%
CIGARETTE TAX	\$ 12,000.00	\$ 1,055.01	\$ 1,080.73	\$ 1,000.95	\$ 3,136.69	26%
TOTAL INTERGOVERNMENTAL	\$ 172,000.00	\$ 10,780.52	\$ 27,323.87	\$ 1,025.95	\$ 39,130.34	23%
<b>ADMINISTRATIVE PASS THRU</b>						
ECONOMIC IMPROVEMENT DISTRICT	\$ -	\$ 625.00	\$ 200.00	\$ 475.00	\$ 1,300.00	#DIV/0!
COFFEE PAYROLL DEDUCTION	\$ 450.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 135.00	30%
TOTAL ADMINISTRATIVE PASS THRU	\$ 450.00	\$ 670.00	\$ 245.00	\$ 520.00	\$ 1,435.00	319%
<b>ADMINISTRATION CHARGES FOR SERVICES</b>						
COST ALLOCATION PLAN	\$ -	\$ 35,642.43	\$ 21,228.39	\$ 20,721.51	\$ 77,592.33	#DIV/0!
ANNEXATIONS & ELECTIONS	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	#DIV/0!
BUSINESS, LIQUOR LICENSES	\$ 25,000.00	\$ 555.00	\$ 135.00	\$ 240.00	\$ 930.00	4%
INTEREST	\$ 24,000.00	\$ 2,620.92	\$ 2,408.38	\$ 2,380.55	\$ 7,409.85	31%
REBATES & REFUNDS	\$ 40,000.00	\$ 75.00	\$ 1,567.94	\$ 106.97	\$ 1,749.91	4%
TOTAL ADMIN CHARGES FOR SERVICES	\$ 89,000.00	\$ 38,893.35	\$ 27,839.71	\$ 23,449.03	\$ 90,182.09	101%
<b>POLICE DEPARTMENT CHARGES FOR SERVICES</b>						
ALARM PERMITS	\$ 1,600.00	\$ 60.00	\$ 20.00	\$ 120.00	\$ 200.00	13%
FINGERPRINTS	\$ 1,700.00	\$ 135.00	\$ 75.00	\$ 210.00	\$ 420.00	25%
TOW FEES	\$ 1,800.00	\$ 200.00	\$ 100.00	\$ 200.00	\$ 500.00	28%
POLICE REPORTS	\$ 1,000.00	\$ -	\$ -	\$ 10.00	\$ 10.00	1%
PR REFUNDS & REBATES	\$ 2,500.00	\$ 623.00	\$ 15.00	\$ 30.00	\$ 668.00	27%
TOTAL POLICE DEPT CHARGES FOR SERV	\$ 8,600.00	\$ 1,018.00	\$ 210.00	\$ 570.00	\$ 1,798.00	21%
<b>COURT CHARGES FOR SERVICES</b>						
FINES & BAILS	\$ 275,000.00	\$ 18,544.07	\$ 26,803.78	\$ 18,586.03	\$ 63,933.88	23%
EVF COURT ASSESSMENTS	\$ 5,500.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL COURT CHARGES FOR SERVICES	\$ 280,500.00	\$ 18,544.07	\$ 26,803.78	\$ 18,586.03	\$ 63,933.88	23%
<b>PLANNING CHARGES FOR SERVICES</b>						
PLANNING FEES	\$ 25,000.00	\$ 4,300.00	\$ 4,300.00	\$ 600.00	\$ 9,200.00	37%
TOTAL PLANNING CHARGES FOR SERV	\$ 25,000.00	\$ 4,300.00	\$ 4,300.00	\$ 600.00	\$ 9,200.00	37%
<b>TRANSFERS INTO GENERAL FUND</b>						
COST ALLOCATION TRANSFERS	\$ 341,696.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL TRANSFERS INTO GENERAL FUND	\$ 341,696.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL GENERAL FUND REVENUES	\$ 3,449,896.00	\$ 97,298.77	\$ 119,302.42	\$ 69,882.20	\$ 286,483.39	8%



<u>OFFICE OF GOVERNANCE &amp; MANAGEMENT EXPENDITURES</u>		BUDGET	JULY	AUGUST	SEPT	YTD	% TO DATE
<b><u>PERSONNEL SERVICES</u></b>							
PERS	\$	28,000.00	\$ 1,127.97	\$ 1,224.20	\$ 1,232.78	\$ 3,584.95	13%
SAIF	\$	400.00	\$ 44.40	\$ 45.29	\$ 45.73	\$ 135.42	34%
FICA	\$	17,000.00	\$ 1,411.66	\$ 1,411.66	\$ 1,411.66	\$ 4,234.98	25%
INSURANCE	\$	46,250.00	\$ 3,853.86	\$ 3,854.76	\$ 3,906.96	\$ 11,615.58	25%
UNEMPLOYMENT LIABILITY	\$	18,400.00	\$ 6,591.00	\$ -	\$ -	\$ 6,591.00	36%
CITY ADMINISTRATOR	\$	86,520.00	\$ 7,030.00	\$ 7,030.00	\$ 7,030.00	\$ 21,090.00	24%
FINANCE DIRECTOR	\$	71,000.00	\$ 5,781.72	\$ 5,781.72	\$ 5,781.72	\$ 17,345.16	24%
CITY RECORDER	\$	66,000.00	\$ 5,641.28	\$ 5,641.28	\$ 5,588.81	\$ 16,871.37	26%
<b>TOTAL PERSONNEL</b>		<b>333,570.00</b>	<b>\$ 31,481.89</b>	<b>\$ 24,988.91</b>	<b>\$ 24,997.66</b>	<b>\$ 81,468.46</b>	<b>24%</b>
<b><u>MATERIALS AND SERVICES</u></b>							
POWER	\$	8,000.00	\$ 570.65	\$ 486.25	\$ 425.26	\$ 1,482.16	19%
PHONE	\$	21,000.00	\$ -	\$ 3,139.65	\$ (30.00)	\$ 3,109.65	15%
OPERATIONS & MAINTENANCE	\$	85,000.00	\$ 2,309.00	\$ 2,142.77	\$ 2,594.90	\$ 7,046.67	8%
BUILDING MAINTENANCE	\$	10,000.00	\$ -	\$ -	\$ 305.00	\$ 305.00	3%
TRAINING & CONF TRAVEL	\$	5,000.00	\$ 300.00	\$ 143.60	\$ 285.00	\$ 728.60	15%
DUES & MEMBERSHIP	\$	16,000.00	\$ 6,764.03	\$ -	\$ -	\$ 6,764.03	42%
POSTAGE	\$	15,000.00	\$ -	\$ -	\$ -	\$ -	0%
PRINTING & PUBLICATION	\$	10,000.00	\$ 1,004.21	\$ 18.75	\$ 113.99	\$ 1,136.95	11%
PROFESSIONAL SERVICES	\$	17,500.00	\$ -	\$ -	\$ 455.27	\$ 455.27	3%
INSURANCE/LIABILITY	\$	7,500.00	\$ 9,855.04	\$ -	\$ -	\$ 9,855.04	131%
CUSTODIAL SUPPLIES	\$	6,000.00	\$ 313.92	\$ 386.77	\$ 306.82	\$ 1,007.51	17%
OFFICE SUPPLIES	\$	6,000.00	\$ 143.18	\$ 217.08	\$ 412.82	\$ 773.08	13%
MOLALLA FIRE DEPT READER BOARD	\$	1,200.00	\$ -	\$ -	\$ -	\$ -	0%
CITY ATTORNEY	\$	40,000.00	\$ 1,002.50	\$ 2,000.00	\$ 6,979.83	\$ 9,982.33	25%
COMPUTER SERVICES	\$	35,000.00	\$ 4,126.00	\$ 2,503.00	\$ 3,252.61	\$ 9,881.61	28%
COMPUTER EQUIPMENT & SOFTWARE	\$	-	\$ -	\$ 299.99	\$ 139.00	\$ 438.99	#DIV/0!
AUDITS & BUDGET	\$	17,500.00	\$ 11,734.35	\$ 1,023.75	\$ 875.93	\$ 13,634.03	78%
	\$	-	\$ -	\$ -	\$ 841.42	\$ 841.42	#DIV/0!
MEETINGS BROADCAST	\$	3,500.00	\$ -	\$ 700.00	\$ 350.00	\$ 1,050.00	30%
COUNCIL MEETINGS	\$	10,000.00	\$ 725.00	\$ 725.00	\$ 725.00	\$ 2,175.00	22%
CASH OVER (SHORT)	\$	-	\$ 0.03	\$ 0.54	\$ (10.16)	\$ (9.59)	#DIV/0!
COFFEE & COFFEE SUPPLIES	\$	1,750.00	\$ 121.75	\$ 122.90	\$ 397.55	\$ 642.20	37%
SPWF LOAN	\$	5,400.00	\$ -	\$ -	\$ -	\$ -	0%
CHAMBER OF COMMERCE	\$	7,500.00	\$ -	\$ -	\$ -	\$ -	0%
COMMUNITIES THAT CARE	\$	-	\$ 900.00	\$ -	\$ -	\$ 900.00	#DIV/0!
<b>TOTAL MATERIALS AND SERVICES</b>	<b>\$</b>	<b>328,850.00</b>	<b>\$ 39,869.66</b>	<b>\$ 13,910.05</b>	<b>\$ 18,420.24</b>	<b>\$ 72,199.95</b>	<b>22%</b>
<b><u>GENERAL FUND TRANSFERS</u></b>							
FEE IN LIEU OF PARK	\$	1,345.50	\$ -	\$ -	\$ -	\$ -	0%
TO SENIOR CENTER	\$	64,000.00	\$ -	\$ -	\$ -	\$ -	0%
STATE REV TO STREET	\$	40,000.00	\$ -	\$ -	\$ -	\$ -	0%
TO AQUATIC CENTER	\$	104,743.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL TRANSFERS</b>	<b>\$</b>	<b>210,088.50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><u>CONTINGENCY &amp; RESERVE</u></b>							
OPERATING CONTINGENCY	\$	100,000.00	\$ -	\$ -	\$ -	\$ -	0%
POLICE DEPARTMENT RESERVE	\$	45,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CONTINGENCY &amp; RESERVE</b>	<b>\$</b>	<b>145,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

<u>POLICE EXPENDITURES</u>	<u>BUDGET</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>YTD</u>	<u>% TO DATE</u>
<b><u>POLICE PERSONNEL SERVICES</u></b>						
PERS	\$ 135,000.00	\$ 14,002.99	\$ 13,504.85	\$ 12,723.43	\$ 40,231.27	30%
SAIF	\$ 30,000.00	\$ 2,408.06	\$ 2,436.96	\$ 2,396.23	\$ 7,241.25	24%
FICA	\$ 80,000.00	\$ 6,892.88	\$ 6,641.17	\$ 6,428.01	\$ 19,962.06	25%
INSURANCE	\$ 210,000.00	\$ 16,680.19	\$ 16,675.70	\$ 16,663.15	\$ 50,019.04	24%
UNEMPLOYMENT LIABILITY	\$ 36,800.00	\$ 12,675.00	\$ -	\$ -	\$ 12,675.00	34%
POLICE CHIEF	\$ 76,000.00	\$ 6,288.78	\$ 6,288.78	\$ 6,288.78	\$ 18,866.34	25%
SERGEANTS	\$ 235,000.00	\$ 19,569.58	\$ 19,569.58	\$ 19,569.58	\$ 58,708.74	25%
PATROL OFFICERS	\$ 465,000.00	\$ 39,135.96	\$ 46,441.29	\$ 39,135.96	\$ 124,713.21	27%
POLICE CLERK	\$ 47,000.00	\$ 3,905.32	\$ 3,905.32	\$ 3,905.32	\$ 11,715.96	25%
CERTIFICATE PAY	\$ 29,000.00	\$ 2,108.62	\$ 2,108.62	\$ 2,108.62	\$ 6,325.86	22%
HOLIDAY BUY OUT	\$ 42,500.00	\$ -	\$ 1,368.80	\$ -	\$ 1,368.80	3%
OVERTIME	\$ 50,000.00	\$ 7,663.25	\$ 3,130.39	\$ 8,170.72	\$ 18,964.36	38%
BUCKEROO OVERTIME	\$ 10,000.00	\$ 6,035.10	\$ -	\$ -	\$ 6,035.10	60%
GRANT OVERTIME	\$ -	\$ -	\$ -	\$ 847.65	\$ 847.65	#DIV/0!
PROPERTY OFFICER	\$ 55,250.00	\$ 5,981.11	\$ 4,585.34	\$ 4,585.34	\$ 15,151.79	27%
<b>TOTAL PERSONNEL</b>	<b>\$ 1,501,550.00</b>	<b>\$ 143,346.84</b>	<b>\$ 126,656.80</b>	<b>\$ 122,822.79</b>	<b>\$ 392,826.43</b>	<b>26%</b>
<b><u>MATERIALS AND SERVICES</u></b>						
POWER	\$ 8,000.00	\$ 463.63	\$ 486.25	\$ 425.26	\$ 1,375.14	17%
PHONE	\$ 12,000.00	\$ 986.09	\$ 2,080.08	\$ -	\$ 3,066.17	26%
CONNECTIVITY	\$ 25,500.00	\$ 1,960.20	\$ 560.18	\$ 560.16	\$ 3,080.54	12%
OPERATIONS & MAINTENANCE	\$ 30,000.00	\$ 1,511.41	\$ 2,236.61	\$ 579.83	\$ 4,327.85	14%
BUILDING MAINTENANCE	\$ 7,000.00	\$ -	\$ 75.00	\$ 317.84	\$ 392.84	6%
TRAINING & CONF TRAVEL	\$ 11,000.00	\$ -	\$ 1,356.46	\$ 740.00	\$ 2,096.46	19%
RESERVE RECRUITMENT	\$ -	\$ -	\$ 7,676.00	\$ -	\$ 7,676.00	#DIV/0!
DUES & MEMBERSHIP	\$ 1,000.00	\$ 15.00	\$ -	\$ -	\$ 15.00	2%
POSTAGE	\$ 1,800.00	\$ -	\$ 21.77	\$ -	\$ 21.77	1%
PROFESSIONAL SERVICES	\$ 5,000.00	\$ 633.05	\$ 122.50	\$ -	\$ 755.55	15%
INSURANCE/LIABILITY	\$ 26,000.00	\$ 29,565.11	\$ -	\$ -	\$ 29,565.11	114%
VEHICLE FUEL	\$ 55,000.00	\$ 1,722.46	\$ 3,376.29	\$ 3,785.91	\$ 8,884.66	16%
VEHICLE REPAIR	\$ 20,000.00	\$ 1,911.51	\$ 2,662.20	\$ 2,146.07	\$ 6,719.78	34%
UNIFORMS & SAFETY GEAR	\$ 12,000.00	\$ 150.00	\$ 2,276.20	\$ 205.50	\$ 2,631.70	22%
JANITOR SUPPLIES	\$ 4,000.00	\$ -	\$ 72.84	\$ 125.34	\$ 198.18	5%
OFFICE SUPPLIES	\$ 4,000.00	\$ 18.49	\$ -	\$ 441.88	\$ 460.37	12%
RADIO REPAIR	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	0%
CENTRAL DISPATCH	\$ 61,000.00	\$ -	\$ 13,721.67	\$ -	\$ 13,721.67	22%
SPECIAL INVESTIGATIONS	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	0%
OFFICE MACHINES & MAINT	\$ 6,500.00	\$ -	\$ 523.54	\$ 501.44	\$ 1,024.98	16%
FIREARMS TRAINING	\$ 7,500.00	\$ -	\$ 9,386.00	\$ (4,693.00)	\$ 4,693.00	63%
JUVENILE DIVERSION PANEL FEE	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	0%
COMPUTER REPAIR & UPGRADE	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	0%
SUPPLIES	\$ 50,000.00	\$ 724.85	\$ 1,417.60	\$ 225.00	\$ 2,367.45	5%
CRIME SCENE INV SUPPLIES	\$ 1,000.00	\$ -	\$ -	\$ 63.75	\$ 63.75	6%
<b>TOTAL MATERIALS AND SERVICES</b>	<b>\$ 373,800.00</b>	<b>\$ 39,661.80</b>	<b>\$ 48,051.19</b>	<b>\$ 5,424.98</b>	<b>\$ 93,137.97</b>	<b>25%</b>



<u>COURT &amp; PLANNING EXPENDITURES</u>	<u>BUDGET</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>YTD</u>	<u>% TO DATE</u>
<b><u>MUNICIPAL COURT PERSONNEL</u></b>						
PERS	\$ 6,750.00	\$ 489.61	\$ 488.64	\$ 508.33	\$ 1,486.58	22%
SAIF	\$ 450.00	\$ 69.93	\$ 69.73	\$ 70.29	\$ 209.95	47%
FICA	\$ 4,000.00	\$ 438.84	\$ 438.23	\$ 450.64	\$ 1,327.71	33%
INSURANCE	\$ 16,000.00	\$ 1,294.42	\$ 1,284.92	\$ 1,284.92	\$ 3,864.26	24%
COURT ADMINISTRATOR	\$ 46,000.00	\$ 3,768.74	\$ 3,768.74	\$ 3,768.74	\$ 11,306.22	25%
OVERTIME	\$ 5,000.00	\$ 267.73	\$ 259.62	\$ 421.88	\$ 949.23	19%
<b>TOTAL PERSONNEL</b>	<b>\$ 78,200.00</b>	<b>\$ 6,329.27</b>	<b>\$ 6,309.88</b>	<b>\$ 6,504.80</b>	<b>\$ 19,143.95</b>	<b>24%</b>
<b><u>MATERIALS AND SERVICES</u></b>						
OPERATIONS & MAINTENANCE	\$ 4,500.00	\$ 62.27	\$ 266.60	\$ 207.26	\$ 536.13	12%
TRAINING & CONF TRAVEL	\$ 750.00	\$ -	\$ 175.00	\$ 180.00	\$ 355.00	47%
DUES & MEMBERSHIP	\$ 250.00	\$ -	\$ 145.00	\$ -	\$ 145.00	58%
POSTAGE	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	0%
PRINTING & PUBLICATION	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	0%
PROFESSIONAL SERVICES	\$ 8,000.00	\$ 330.00	\$ 380.00	\$ 420.00	\$ 1,130.00	14%
INSURANCE/LIABILITY	\$ 1,750.00	\$ 2,190.01	\$ -	\$ -	\$ 2,190.01	125%
OFFICE SUPPLIES	\$ 1,000.00	\$ 259.56	\$ -	\$ 193.05	\$ 452.61	45%
LEGAL EXPENSES	\$ 10,300.00	\$ -	\$ -	\$ 2,163.00	\$ 2,163.00	21%
MUNICIPAL COURT JUDGE	\$ 20,400.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 5,100.00	25%
COURT APPOINTED ATTORNEY	\$ 14,000.00	\$ 2,550.65	\$ 900.00	\$ 300.00	\$ 3,750.65	27%
BAIL REFUND	\$ 9,000.00	\$ 227.72	\$ -	\$ 50.00	\$ 277.72	3%
CLACKAMAS COUNTY	\$ 9,300.00	\$ 234.30	\$ 230.73	\$ 406.00	\$ 871.03	9%
OR DEPT OF REVENUE	\$ 22,000.00	\$ 2,377.50	\$ 2,978.51	\$ 5,005.75	\$ 10,361.76	47%
OJD	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	0%
VICITIM RESTITUTION	\$ 6,000.00	\$ 170.00	\$ 150.00	\$ 700.00	\$ 1,020.00	17%
<b>TOTAL MATERIALS AND SERVICES</b>	<b>\$ 114,250.00</b>	<b>\$ 10,102.01</b>	<b>\$ 6,925.84</b>	<b>\$ 11,325.06</b>	<b>\$ 28,352.91</b>	<b>25%</b>
<b><u>PLANNING PERSONNEL</u></b>						
UNEMPLOYMENT LIABILITY	\$ 37,500.00	\$ 11,163.00	\$ -	\$ -	\$ 11,163.00	30%
<b>TOTAL PERSONNEL</b>	<b>\$ 37,500.00</b>	<b>\$ 11,163.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,163.00</b>	<b>30%</b>
<b><u>MATERIALS AND SERVICES</u></b>						
PROFESSIONAL SERVICES	\$ 20,000.00	\$ 7,696.46	\$ 1,757.44	\$ -	\$ 9,453.90	47%
PROFESSIONAL SERVICES - GLASGOW	\$ 40,000.00	\$ 3,145.63	\$ -	\$ 2,414.46	\$ 5,560.09	14%
CLACKAMAS COUNTY CONTRACT PAYOFF	\$ 45,000.00	\$ -	\$ -	\$ 34,092.24	\$ 34,092.24	76%
INSURANCE/LIABILITY	\$ -	\$ 1,095.00	\$ -	\$ -	\$ 1,095.00	#DIV/0!
<b>TOTAL MATERIALS AND SERVICES</b>	<b>\$ 105,000.00</b>	<b>\$ 11,937.09</b>	<b>\$ 1,757.44</b>	<b>\$ 36,506.70</b>	<b>\$ 50,201.23</b>	<b>48%</b>
<b><u>PLANNING TRANSFERS</u></b>						
WATER LOAN REPAYMENT	\$ 140,576.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL PLANNING TRANSFERS</b>	<b>\$ 140,576.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>3,368,384.50</b>	<b>293,891.56</b>	<b>228,600.11</b>	<b>226,002.23</b>	<b>748,493.90</b>	<b>22%</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>						
	\$ 81,511.50	\$ (196,592.79)	\$ (109,297.69)	\$ (156,120.03)	\$ (462,010.51)	
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)</b>						
		\$ (196,592.79)	\$ (305,890.48)	\$ (462,010.51)		
<b>BUDGETED BEGINNING FUND BALANCE</b>						
	\$ -					
<b>BEGINNING FUND BALANCE</b>						
		\$ 7,401.17	\$ 7,401.17	\$ 7,401.17		
<b>UNAPPROPRIATED ENDING FUND BALANCE</b>						
	\$ 81,511.50	\$ -	\$ -	\$ -		
<b>FUND ENDING BALANCE</b>						
	\$ -	\$ (189,191.62)	\$ (298,489.31)	\$ (454,609.34)		

# City of Molalla Fiscal Year 2013 (July 2012 - June 2013)

## LIBRARY FUND

REVENUES	ANNUAL BUDGET	ACTUALS				% TO DATE
		JULY	AUGUST	SEPT	YTD	
<b>INTERGOVERNMENTAL</b>						
COUNTY FUNDS	\$ 615,000.00	\$ 52,087.00	\$ -	\$ -	\$ 52,087.00	8%
TOTAL INTERGOVERNMENTAL	\$ 615,000.00	\$ 52,087.00	\$ -	\$ -	\$ 52,087.00	8%
<b>LIBRARY PASS THROUGH</b>						
GRANTS	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL LIBRARY PASS THROUGH	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>LIBRARY CHARGES FOR SERVICES</b>						
COPIER INCOME	\$ 2,000.00	\$ 135.07	\$ 235.07	\$ 311.99	\$ 682.13	34%
MISC	\$ 500.00	\$ 49.50	\$ -	\$ -	\$ 49.50	10%
FINES	\$ 27,500.00	\$ 2,197.08	\$ 1,885.87	\$ 1,739.22	\$ 5,822.17	21%
DONATION	\$ 1,500.00	\$ 237.78	\$ 142.36	\$ 364.81	\$ 744.95	50%
TOTAL LIBRARY CHARGES FOR SERVICES	\$ 31,500.00	\$ 2,619.43	\$ 2,263.30	\$ 2,416.02	\$ 7,298.75	23%
<b>TOTAL REVENUES</b>	<b>\$ 648,500.00</b>	<b>\$ 54,706.43</b>	<b>\$ 2,263.30</b>	<b>\$ 2,416.02</b>	<b>\$ 59,385.75</b>	<b>9%</b>
<b>EXPENDITURES &amp; REQUIREMENTS</b>						
<b>LIBRARY PERSONNEL SERVICES</b>						
PERS	\$ 35,000.00	\$ 2,725.23	\$ 2,774.42	\$ 2,727.60	\$ 8,227.25	24%
SAIF	\$ 500.00	\$ 61.24	\$ 59.96	\$ 60.35	\$ 181.55	36%
FICA	\$ 25,000.00	\$ 1,555.33	\$ 1,573.25	\$ 1,526.33	\$ 4,654.91	19%
INSURANCE/BONDS	\$ 63,850.00	\$ 3,853.86	\$ 3,854.76	\$ 3,854.76	\$ 11,563.38	18%
ACCRUED PAYROLL LIABILITY	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	0%
LIBRARY DIRECTOR	\$ 63,825.00	\$ 5,318.14	\$ 5,318.14	\$ 5,318.14	\$ 15,954.42	25%
LIBRARIAN	\$ 38,400.00	\$ -	\$ -	\$ -	\$ -	0%
ASST LIBRARY DIRECTOR	\$ 57,245.00	\$ 4,806.12	\$ 4,806.12	\$ 4,806.12	\$ 14,418.36	25%
OVERTIME	\$ 250.00	\$ -	\$ -	\$ -	\$ -	0%
FULL TIME ASSISTANTS	\$ 33,500.00	\$ 1,421.87	\$ 2,843.74	\$ 2,843.74	\$ 7,109.35	21%
PART TIME ASSISTANTS	\$ 90,000.00	\$ 8,785.05	\$ 7,597.23	\$ 6,879.61	\$ 23,261.89	26%
TOTAL LIBRARY PERSONNEL SERVICES	\$ 457,570.00	\$ 28,526.84	\$ 28,827.62	\$ 28,016.65	\$ 85,371.11	19%
<b>LIBRARY MATERIALS &amp; SERVICES</b>						
POWER	\$ 9,000.00	\$ 727.22	\$ 799.12	\$ 735.20	\$ 2,261.54	25%
PHONE	\$ 5,000.00	\$ -	\$ 368.92	\$ 370.87	\$ 739.79	15%
NW NATURAL GAS	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	0%
OPERATIONS & MAINTENANCE	\$ 5,000.00	\$ 132.65	\$ 64.00	\$ 504.05	\$ 700.70	14%
BUILDING MAINTENANCE	\$ 10,000.00	\$ 348.50	\$ -	\$ 404.49	\$ 752.99	8%
TRAINING & CONF TRAVEL	\$ 1,000.00	\$ -	\$ 98.40	\$ 55.86	\$ 154.26	15%
DUES & MEMBERSHIP	\$ 500.00	\$ -	\$ -	\$ -	\$ -	0%
POSTAGE	\$ 300.00	\$ -	\$ -	\$ -	\$ -	0%
PROFESSIONAL SERVICES	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	0%
INSURANCE/GEN	\$ 6,500.00	\$ 4,380.02	\$ -	\$ -	\$ 4,380.02	67%
CUSTODIAN	\$ 10,000.00	\$ 660.00	\$ 770.00	\$ 660.00	\$ 2,090.00	21%
OFFICE SUPPLIES	\$ 10,000.00	\$ 384.87	\$ 445.45	\$ 490.53	\$ 1,320.85	13%
COST ALLOCATION PLAN	\$ -	\$ 5,545.37	\$ 3,302.79	\$ 3,223.92	\$ 12,072.08	#DIV/0!
FURNITURE & FIXTURES	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	0%
COPIER EXPENSES	\$ 8,000.00	\$ 266.18	\$ 304.68	\$ 304.68	\$ 875.54	11%
PROGRAMS	\$ 10,000.00	\$ 128.94	\$ -	\$ 420.02	\$ 548.96	5%
PERIODICALS	\$ 6,000.00	\$ -	\$ -	\$ 47.00	\$ 47.00	1%
EQUIPMENT	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL LIBRARY MATERIALS & SERVICES	\$ 92,800.00	\$ 12,573.75	\$ 6,153.36	\$ 7,216.62	\$ 25,943.73	28%
<b>CAPITAL OUTLAY</b>						
CAPITAL IMPROVEMENTS	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	0%
BOOKS	\$ 65,000.00	\$ 2,895.98	\$ 3,330.80	\$ 2,549.71	\$ 8,776.49	14%
READY TO READ MATERIAL	\$ 2,000.00	\$ -	\$ -	\$ 8.43	\$ 8.43	0%
AUDIO-VISUAL MATERIAL	\$ 16,000.00	\$ 1,282.24	\$ 834.34	\$ 850.94	\$ 2,967.52	19%
DATA BASES	\$ 6,500.00	\$ -	\$ 4,760.59	\$ -	\$ 4,760.59	73%
MUSIC	\$ 5,000.00	\$ 215.19	\$ 9.99	\$ 218.81	\$ 443.99	9%
TOTAL CAPITAL OUTLAY	\$ 104,500.00	\$ 4,393.41	\$ 8,935.72	\$ 3,627.89	\$ 16,957.02	16%



**LIBRARY CONTINGENCY**

COST ALLOCATION PLAN	\$ 53,139.00	\$ -	\$ -	\$ -	\$ -	0%
OPERATING CONTINGENCY	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	0%
CAPITAL IMPROVEMENT RESERVE	\$ 300,000.00	\$ -	\$ -	\$ -	\$ -	0%
TECHNOLOGY RESERVE	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL LIBRARY CONTINGENCY</b>	<b>\$ 453,139.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

<b>TOTAL LIBRARY EXPENDITURES</b>	<b>\$ 1,108,009.00</b>	<b>\$ 45,494.00</b>	<b>\$ 43,916.70</b>	<b>\$ 38,861.16</b>	<b>\$ 128,271.86</b>	<b>12%</b>
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EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$459,509.00)	\$ 9,212.43	\$ (41,653.40)	\$ (36,445.14)	\$ (68,886.11)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$ 9,212.43	\$ (32,440.97)	\$ (68,886.11)	
BUDGETED BEGINNING FUND BALANCE	\$666,833.14				
ACTUAL BEGINNING FUND BALANCE		\$711,419.58	\$711,419.58	\$711,419.58	
UNAPPROPRIATED ENDING FUND BALANCE	\$207,324.14	\$0.00	\$0.00		
<b>FUND ENDING BALANCE</b>	<b>\$ -</b>	<b>\$720,632.01</b>	<b>\$678,978.61</b>	<b>\$642,533.47</b>	

# City of Molalla Fiscal Year 2013 (July 2012 - June 2013)

## STREET FUND

REVENUES	BUDGET	ACTUALS			YTD	% TO DATE
		JULY	AUGUST	SEPT		
<b>REVENUE</b>						
STATE GAS TAX	\$ 410,000.00	\$ 38,375.08	\$ 32,100.21	\$ 37,494.83	\$ 107,970.12	26%
PGE FRANCHISE FEE	\$ 140,000.00	\$ -	\$ -	\$ -	\$ -	0%
CDBG	\$ 240,000.00	\$ -	\$ -	\$ -	\$ -	0%
STP ALLOCATION	\$ 82,000.00	\$ -	\$ -	\$ -	\$ -	0%
MISC	\$ -	\$ 7,700.80	\$ 99.66	\$ 1,000.00	\$ 8,800.46	#DIV/0!
TRANSFER FROM STAT REV TO STREETS	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL REVENUES</b>	<b>\$ 912,000.00</b>	<b>\$ 46,075.88</b>	<b>\$ 32,199.87</b>	<b>\$ 38,494.83</b>	<b>\$ 116,770.58</b>	<b>13%</b>
<b>TOTAL REVENUES</b>	<b>\$ 912,000.00</b>	<b>\$ 46,075.88</b>	<b>\$ 32,199.87</b>	<b>\$ 38,494.83</b>	<b>\$ 116,770.58</b>	<b>13%</b>

## EXPENDITURES & REQUIREMENTS

### STREETS MATERIALS & SERVICES

POWER	\$ 83,000.00	\$ 6,844.08	\$ 6,839.09	\$ 6,838.38	\$ 20,521.55	25%
PHONE	\$ 7,500.00	\$ 193.38	\$ 622.74	\$ 192.15	\$ 1,008.27	13%
NATURAL GAS	\$ 1,250.00	\$ 4.11	\$ 18.43	\$ 21.56	\$ 44.10	4%
OPERATIONS & MAINTENANCE	\$ 30,000.00	\$ 3,341.81	\$ 1,084.88	\$ 1,646.51	\$ 6,073.20	20%
OPERATIONS & MAINTENANCE (PARKS)	\$ 13,500.00	\$ 1,407.82	\$ 925.53	\$ 633.19	\$ 2,966.54	22%
BUILDING MAINTENANCE	\$ 4,000.00	\$ -	\$ 83.00	\$ -	\$ 83.00	2%
DUES & MEMBERSHIP	\$ 500.00	\$ -	\$ 25.00	\$ -	\$ 25.00	5%
COMPUTER HARDWARE & SOFTWARE	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	0%
PROFESSIONAL SERVICES	\$ 2,500.00	\$ 600.00	\$ -	\$ 1,818.75	\$ 2,418.75	97%
INSURANCE/LIABILITY/GEN	\$ 8,500.00	\$ 10,950.04	\$ -	\$ -	\$ 10,950.04	129%
GAS & VEHICLE MAINTENANCE	\$ 10,500.00	\$ 69.89	\$ 800.59	\$ 1,507.89	\$ 2,378.37	23%
GAS & VEHICLE MAINTENANCE (PARKS)	\$ 6,000.00	\$ 69.89	\$ 800.59	\$ 1,253.04	\$ 2,123.52	35%
VEHICLE REPAIR	\$ 2,500.00	\$ -	\$ 130.05	\$ 1,294.08	\$ 1,424.13	57%
VEHICLE REPAIR (PARKS)	\$ 500.00	\$ -	\$ -	\$ -	\$ -	0%
UNIFORMS & SAFETY GEAR	\$ 5,500.00	\$ 411.66	\$ 663.06	\$ 213.84	\$ 1,288.56	23%
UNIFORMS & SAFETY GEAR (PARKS)	\$ 500.00	\$ -	\$ -	\$ -	\$ -	0%
MISC	\$ 250.00	\$ -	\$ -	\$ -	\$ -	0%
COST ALLOCATION PLAN	\$ -	\$ 5,123.72	\$ 3,051.65	\$ 2,978.79	\$ 11,154.16	#DIV/0!
PW PERSONNEL SERVICE AGREEMENT	\$ -	\$ 26,250.00	\$ 26,250.00	\$ 26,250.00	\$ 78,750.00	#DIV/0!
STREET REPAIR	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	0%
SIGNS	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL STREETS MATERIALS &amp; SERVICES</b>	<b>\$ 187,500.00</b>	<b>\$ 55,266.40</b>	<b>\$ 41,294.61</b>	<b>\$ 44,648.18</b>	<b>\$ 141,209.19</b>	<b>75%</b>

### CAPITAL OUTLAY

CAPITAL IMPROVEMENTS	\$ 322,000.00	\$ -	\$ 2,483.50	\$ -	\$ 2,483.50	1%
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 322,000.00</b>	<b>\$ -</b>	<b>\$ 2,483.50</b>	<b>\$ -</b>	<b>\$ 2,483.50</b>	<b>1%</b>

### STREETS TRANSFERS

COST ALLOCATION PLAN	\$ 49,092.00	\$ -	\$ -	\$ -	\$ -	0%
PERSONNEL SERVICE AGREEMENT	\$ 315,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL STREETS TRANSFERS</b>	<b>\$ 364,092.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

### CONTINGENCY & RESERVE

OPERATING CONTINGENCY	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CONTINGENCY &amp; RESERVE</b>	<b>\$ 50,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

<b>TOTAL STREETS EXPENDITURES</b>	<b>\$ 923,592.00</b>	<b>\$ 55,266.40</b>	<b>\$ 43,778.11</b>	<b>\$ 44,648.18</b>	<b>\$ 143,692.69</b>	<b>16%</b>
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EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES \$ (11,592.00) (\$9,190.52) (\$11,578.24) \$ (6,153.35) \$ (26,922.11)

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE) (\$9,190.52) (\$20,768.76) \$ (26,922.11)

BUDGETED BEGINNING FUND BALANCE \$31,361.24

ACTUAL BEGINNING FUND BALANCE \$48,712.85 \$48,712.85 \$48,712.85

UNAPPROPRIATED ENDING FUND BALANCE \$19,769.24

**FUND ENDING BALANCE \$ - \$39,522.33 \$27,944.09 \$21,790.74**



# City of Molalla Fiscal Year 2013 (July 2012 - June 2013)

## SEWER FUND

REVENUES	ANNUAL	ACTUALS			YTD	% TO DATE
		JULY	AUGUST	SEPT		
<b>REVENUE</b>						
MISC	\$ 5,000.00	\$ 150.00	\$ 87.50	\$ 137.50	\$ 375.00	8%
MONTHLY USER FEES	\$ 1,500,000.00	\$ 128,816.72	\$ 126,330.99	\$ 119,593.91	\$ 374,741.62	25%
SERVICE CONNECTIONS	\$ 10,000.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 1,800.00	18%
<b>TOTAL REVENUES</b>	<b>\$ 1,515,000.00</b>	<b>\$ 129,566.72</b>	<b>\$ 127,018.49</b>	<b>\$ 120,331.41</b>	<b>\$ 376,916.62</b>	<b>25%</b>
<b>TOTAL REVENUES</b>	<b>\$ 1,515,000.00</b>	<b>\$ 129,566.72</b>	<b>\$ 127,018.49</b>	<b>\$ 120,331.41</b>	<b>\$ 376,916.62</b>	<b>25%</b>
<b>EXPENDITURES &amp; REQUIREMENTS</b>						
<b>SEWER MATERIALS &amp; SERVICES</b>						
POWER	\$ 125,000.00	\$ 8,263.48	\$ 13,362.08	\$ 13,170.43	\$ 34,795.99	28%
PHONE	\$ 3,750.00	\$ 104.70	\$ 719.59	\$ 103.07	\$ 927.36	25%
NATURAL GAS	\$ 1,750.00	\$ -	\$ -	\$ -	\$ -	0%
OPERATIONS & MAINTENANCE	\$ 82,000.00	\$ 2,556.75	\$ 3,181.96	\$ 2,881.68	\$ 8,620.39	11%
BUILDING MAINTENANCE	\$ 5,000.00	\$ -	\$ -	\$ 420.00	\$ 420.00	8%
TRAINING & CONF. TRAVEL	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	0%
DUES & MEMBERSHIP	\$ 500.00	\$ -	\$ 25.00	\$ -	\$ 25.00	5%
POSTAGE	\$ 6,000.00	\$ 468.61	\$ 471.10	\$ 472.73	\$ 1,412.44	24%
COMPUTER HARDWARE & SOFTWARE	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	0%
PROFESSIONAL SERVICES	\$ 10,000.00	\$ 559.93	\$ -	\$ -	\$ 559.93	6%
INSURANCE/LIABILITY/GEN	\$ 8,500.00	\$ 10,950.04	\$ -	\$ -	\$ 10,950.04	129%
GAS & VEHICLE MAINTENANCE	\$ 15,000.00	\$ 69.89	\$ 800.59	\$ 1,253.04	\$ 2,123.52	14%
VEHICLE REPAIR	\$ 2,000.00	\$ -	\$ 20.95	\$ 73.71	\$ 94.66	5%
IRRIGATION FUEL	\$ 10,000.00	\$ -	\$ 1,250.00	\$ 2,985.74	\$ 4,235.74	42%
UNIFORMS & SAFETY GEAR	\$ 5,500.00	\$ 611.65	\$ 201.13	\$ 837.07	\$ 1,649.85	30%
MISC	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	0%
LITIGATION PAYOUT	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	0%
COST ALLOCATION PLAN	\$ -	\$ 9,461.63	\$ 5,635.28	\$ 5,500.72	\$ 20,597.63	#DIV/0!
PERSONNEL SERVICE AGREEMENT	\$ -	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 105,000.00	#DIV/0!
CHLORINE & CHEMICALS	\$ 145,000.00	\$ 16,433.20	\$ 22,578.96	\$ -	\$ 39,012.16	27%
REHABILITATION	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	0%
FRANCHISE FEE	\$ 80,000.00	\$ 6,441.07	\$ 6,316.55	\$ -	\$ 12,757.62	16%
<b>TOTAL SEWER MATERIALS &amp; SERVICES</b>	<b>\$ 528,500.00</b>	<b>\$ 90,920.95</b>	<b>\$ 89,563.19</b>	<b>\$ 62,698.19</b>	<b>\$ 243,182.33</b>	<b>46%</b>
<b>SEWER TRANSFERS</b>						
COST ALLOCATION PLAN	\$ 90,711.00	\$ -	\$ -	\$ -	\$ -	0%
TRANSFER TO SEWER DEBT RETIREMENT	\$ 215,000.00	\$ -	\$ -	\$ -	\$ -	0%
TRANSFER TO CWSRF	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	0%
PERSONNEL SERVICE AGREEMENT	\$ 420,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL SEWER CONTINGENCY</b>	<b>\$ 925,711.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>SEWER CONTINGENCY</b>						
OPERATING CONTINGENCY	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL SEWER CONTINGENCY</b>	<b>\$ 100,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL SEWER EXPENDITURES</b>	<b>\$ 1,554,211.00</b>	<b>\$ 90,920.95</b>	<b>\$ 89,563.19</b>	<b>\$ 62,698.19</b>	<b>\$ 243,182.33</b>	<b>16%</b>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (39,211.00)	\$ 38,645.77	\$ 37,455.30	\$ 57,633.22	\$ 133,734.29	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$ 38,645.77	\$ 76,101.07	\$ 133,734.29		
BUDGETED BEGINNING FUND BALANCE	\$ 523,057.34					
ACTUAL BEGINNING FUND BALANCE		\$ 570,120.88	\$ 570,120.88	\$ 570,120.88		
UNAPPROPRIATED ENDING FUND BALANCE	\$ 483,846.34	\$ 0.00	\$ 0.00			
<b>FUND ENDING BALANCE</b>	<b>\$ -</b>	<b>\$ 608,766.65</b>	<b>\$ 646,221.95</b>	<b>\$ 703,855.17</b>		



# City of Molalla Fiscal Year 2013 (July 2012 - June 2013)

## WATER FUND

REVENUES	ANNUAL BUDGET	ACTUALS			YTD	% TO DATE
		JULY	AUGUST	SEPT		
<b>REVENUE</b>						
MISC	\$ 5,000.00	\$ 150.00	\$ 87.50	\$ 137.50	\$ 375.00	8%
MONTHLY USER FEES	\$ 1,300,000.00	\$ 106,403.87	\$ 122,845.72	\$ 145,571.70	\$ 374,821.29	29%
SERVICE CONNECTIONS	\$ 10,000.00	\$ 600.00	\$ 600.00	\$ 1,200.00	\$ 2,400.00	24%
PLANNING LOAN REPAYMENT	\$ 140,576.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL REVENUES</b>	<b>\$ 1,455,576.00</b>	<b>\$ 107,153.87</b>	<b>\$ 123,533.22</b>	<b>\$ 146,909.20</b>	<b>\$ 377,596.29</b>	<b>26%</b>
<b>TOTAL REVENUES</b>	<b>\$ 1,455,576.00</b>	<b>\$ 107,153.87</b>	<b>\$ 123,533.22</b>	<b>\$ 146,909.20</b>	<b>\$ 377,596.29</b>	<b>26%</b>
<b>EXPENDITURES &amp; REQUIREMENTS</b>						
<b>WATER MATERIALS &amp; SERVICES</b>						
POWER	\$ 50,000.00	\$ 4,207.43	\$ 4,892.43	\$ 4,346.42	\$ 13,446.28	27%
PHONE	\$ 4,000.00	\$ 78.98	\$ 475.22	\$ 77.74	\$ 631.94	16%
OPERATIONS & MAINTENANCE	\$ 46,500.00	\$ 2,836.07	\$ 1,179.95	\$ 2,374.81	\$ 6,390.83	14%
BUILDING MAINTENANCE	\$ 4,000.00	\$ -	\$ -	\$ 745.00	\$ 745.00	19%
TRAINING & CONF. TRAVEL	\$ 1,750.00	\$ -	\$ -	\$ -	\$ -	0%
DUES & MEMBERSHIP	\$ 1,000.00	\$ -	\$ 69.80	\$ -	\$ 69.80	7%
POSTAGE	\$ 6,500.00	\$ 468.62	\$ 471.10	\$ 472.74	\$ 1,412.46	22%
COMPUTER HARDWARE & SOFTWARE	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	0%
PROFESSIONAL SERVICES	\$ 11,500.00	\$ 659.92	\$ -	\$ 1,000.00	\$ 1,659.92	14%
INSURANCE/LIABILITY/GEN	\$ 8,400.00	\$ 10,950.04	\$ -	\$ -	\$ 10,950.04	130%
GAS & VEHICLE MAINTENANCE	\$ 8,250.00	\$ 69.90	\$ 800.59	\$ 1,253.03	\$ 2,123.52	26%
VEHICLE REPAIR	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	0%
UNIFORMS & SAFETY GEAR	\$ 4,000.00	\$ 221.66	\$ 201.14	\$ 280.27	\$ 703.07	18%
COST ALLOCATION AGREEMENT	\$ -	\$ 8,535.27	\$ 5,083.55	\$ 4,962.17	\$ 18,580.99	#DIV/0!
PERSONNEL SERVICE AGREEMENT	\$ -	\$ 45,416.67	\$ 45,416.67	\$ 45,416.67	\$ 136,250.01	#DIV/0!
CHLORINE & CHEMICALS	\$ 32,500.00	\$ 5,364.98	\$ 1,675.00	\$ 1,771.60	\$ 8,811.58	27%
NEW WATER CONNECTIONS	\$ 12,500.00	\$ -	\$ -	\$ 79.55	\$ 79.55	1%
NEW WATER METERS	\$ 30,000.00	\$ 905.00	\$ -	\$ 3,615.00	\$ 4,520.00	15%
FRANCHISE FEE	\$ 68,500.00	\$ 5,319.97	\$ 6,142.29	\$ -	\$ 11,462.26	17%
<b>TOTAL WATER MATERIALS &amp; SERVICES</b>	<b>\$ 292,400.00</b>	<b>\$ 85,034.51</b>	<b>\$ 66,407.74</b>	<b>\$ 66,395.00</b>	<b>\$ 217,837.25</b>	<b>74%</b>
<b>WATER TRANSFERS</b>						
COST ALLOCATION AGREEMENT	\$ 81,811.00	\$ -	\$ -	\$ -	\$ -	0%
TRANSFER TO WATER DEBT RETIREMENT	\$ 266,000.00	\$ -	\$ -	\$ -	\$ -	0%
PERSONNEL SERVICE AGREEMENT	\$ 545,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL WATER TRANSFERS</b>	<b>\$ 892,811.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>WATER CAPITAL OUTLAY</b>						
CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ 4,454.53	\$ 1,043.19	\$ 5,497.72	#DIV/0!
<b>TOTAL WATER CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,454.53</b>	<b>\$ 1,043.19</b>	<b>\$ 5,497.72</b>	<b>#DIV/0!</b>
<b>WATER RESERVE &amp; CONTINGENCY</b>						
CONTINGENCY	\$ 250,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL WATER RESERVE &amp; CONTINGENCY</b>	<b>\$ 250,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL WATER DEPT EXPENDITURES</b>	<b>\$ 1,435,211.00</b>	<b>\$ 85,034.51</b>	<b>\$ 70,862.27</b>	<b>\$ 67,438.19</b>	<b>\$ 223,334.97</b>	<b>16%</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>						
	\$20,365.00	\$22,119.36	\$52,670.95	\$ 79,471.01	\$ 154,261.32	
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)</b>						
		\$22,119.36	\$74,790.31	\$ 154,261.32		
BEGINNING FUND BALANCE	\$780,564.77					
ACTUAL BEGINNING FUND BALANCE		\$628,951.06	\$628,951.06	\$628,951.06		
UNAPPROPRIATED ENDING FUND BALANCE	\$800,929.77	\$0.00	\$0.00			
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$651,070.42</b>	<b>\$703,741.37</b>	<b>\$ 783,212.38</b>		



# City of Molalla Fiscal Year 2013 (July 2012 - June 2013)

## PW'S PERSONNEL SERVICE FUND

REVENUES	ANNUAL BUDGET	ACTUALS				% TO DATE
		JULY	AUGUST	SEPT	YTD	
<b>REVENUE</b>						
STREET FUND	\$ 315,000.00	\$ 26,250.00	\$ 26,250.00	\$ 26,250.00	\$ 78,750.00	25%
SEWER FUND	\$ 420,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 105,000.00	25%
WATER FUND	\$ 545,000.00	\$ 45,416.67	\$ 45,416.67	\$ 45,416.67	\$ 136,250.01	25%
STORM FUND	\$ 35,000.00	\$ 2,916.67	\$ 2,916.67	\$ 2,916.67	\$ 8,750.01	25%
<b>TOTAL REVENUES</b>	<b>\$ 1,315,000.00</b>	<b>\$ 109,583.34</b>	<b>\$ 109,583.34</b>	<b>\$ 109,583.34</b>	<b>\$ 328,750.02</b>	<b>25%</b>
<b>TOTAL REVENUES</b>	<b>\$ 1,315,000.00</b>	<b>\$ 109,583.34</b>	<b>\$ 109,583.34</b>	<b>\$ 109,583.34</b>	<b>\$ 328,750.02</b>	<b>25%</b>
<b>PERSONNEL SERVICES</b>						
<b>PW PERSONNEL SERVICE</b>						
PERS	\$ 106,750.00	\$ 9,435.86	\$ 9,559.40	\$ 9,802.32	\$ 28,797.58	27%
SAIF	\$ 39,000.00	\$ 3,171.91	\$ 3,165.28	\$ 3,170.25	\$ 9,507.44	24%
FICA	\$ 64,500.00	\$ 5,236.19	\$ 5,130.69	\$ 5,230.60	\$ 15,597.48	24%
INSURANCE	\$ 226,500.00	\$ 17,342.28	\$ 17,373.78	\$ 17,373.78	\$ 52,089.84	23%
UNEMPLOYMENT LIABILITY	\$ -	\$ 212.44	\$ -	\$ -	\$ 212.44	#DIV/0!
PUBLIC WORKS DIRECTOR	\$ 83,493.86	\$ 6,755.16	\$ 6,755.16	\$ 6,755.16	\$ 20,265.48	24%
ASST TO PUBLIC WORKS DIRECTOR	\$ 58,399.26	\$ 4,853.34	\$ 4,853.34	\$ 7,431.46	\$ 17,138.14	29%
FOREMAN	\$ 61,942.72	\$ 5,574.86	\$ 5,574.86	\$ 5,574.86	\$ 16,724.58	27%
WATER PLANT OPERATOR	\$ 58,041.84	\$ 4,836.82	\$ 4,836.82	\$ 4,836.82	\$ 14,510.46	25%
ASST WATER PLANT OPERATOR	\$ 76,624.99	\$ 6,544.16	\$ 6,637.66	\$ 6,542.46	\$ 19,724.28	26%
WWTP OPERATOR	\$ 53,228.35	\$ 4,873.22	\$ 4,716.72	\$ 4,599.35	\$ 14,189.29	27%
ASST WWTP OPERATOR	\$ 48,017.38	\$ 3,867.96	\$ 3,908.76	\$ 3,840.76	\$ 11,617.48	24%
CREW	\$ 234,426.96	\$ 21,079.13	\$ 20,898.43	\$ 20,334.40	\$ 62,311.96	27%
CODE ENFORCEMENT	\$ 52,094.88	\$ 4,428.06	\$ 4,428.07	\$ 4,428.08	\$ 13,284.21	26%
OVERTIME	\$ 65,000.00	\$ 2,218.53	\$ 3,183.03	\$ 2,755.95	\$ 8,157.51	13%
CERTIFICATE PAY	\$ 34,000.00	\$ 1,091.44	\$ 1,091.44	\$ 1,091.44	\$ 3,274.32	10%
LONGEVITY	\$ 4,500.00	\$ 183.88	\$ 183.88	\$ 183.88	\$ 551.64	12%
ACCRUED PAYROLL LIABILITY	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	0%
TRAINING & CERTIFICATES	\$ 8,500.00	\$ 175.00	\$ -	\$ 225.19	\$ 400.19	5%
<b>TOTAL PW PERSONNEL SERVICE</b>	<b>\$ 1,290,020.24</b>	<b>\$ 101,880.24</b>	<b>\$ 102,297.32</b>	<b>\$ 104,176.76</b>	<b>\$ 308,354.32</b>	<b>24%</b>
<b>RESERVE &amp; CONTINGENCY</b>						
CONTINGENCY	\$ 24,979.76	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL RESERVE &amp; CONTINGENCY</b>	<b>\$ 24,979.76</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL PERSONNEL SRVC EXPENDITURES</b>	<b>\$ 1,315,000.00</b>	<b>\$ 101,880.24</b>	<b>\$ 102,297.32</b>	<b>\$ 104,176.76</b>	<b>\$ 308,354.32</b>	<b>23%</b>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ -	\$ 7,703.10	\$ 7,286.02	\$ 5,406.58	\$ 20,395.70	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$ 7,703.10	\$ 14,989.12	\$ 20,395.70		
BEGINNING FUND BALANCE	\$ 0.00					
ACTUAL BEGINNING FUND BALANCE		\$ 0.00	\$ 0.00	\$ 0.00		
<b>FUND ENDING BALANCE</b>	<b>\$ -</b>	<b>\$ 7,703.10</b>	<b>\$ 14,989.12</b>	<b>\$ 20,395.70</b>		

# City of Molalla Fiscal Year 2013 (July 2012 - June 2013)

## STORM WATER

REVENUE	REVENUES	ANNUAL	ACTUALS			YTD	% TO DATE
			JULY	AUGUST	SEPT		
MONTHLY USER FEES		\$ 94,000.00	\$ 7,665.91	\$ 7,608.01	\$ 7,044.52	\$ 22,318.44	24%
	<b>TOTAL REVENUES</b>	<b>\$ 94,000.00</b>	<b>\$ 7,665.91</b>	<b>\$ 7,608.01</b>	<b>\$ 7,044.52</b>	<b>\$ 22,318.44</b>	<b>24%</b>
	<b>TOTAL REVENUES</b>	<b>\$ 94,000.00</b>	<b>\$ 7,665.91</b>	<b>\$ 7,608.01</b>	<b>\$ 7,044.52</b>	<b>\$ 22,318.44</b>	<b>24%</b>
<b>EXPENDITURES &amp; REQUIREMENTS</b>							
<b>STORM MATERIALS &amp; SERVICES</b>							
OPERATIONS & MAINTENANCE		\$ 15,000.00	\$ 97.41	\$ 97.93	\$ 98.08	\$ 293.42	2%
PROFESSIONAL SERVICES		\$ 2,000.00	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	50%
INSURANCE/LIABILITY/GEN		\$ 3,300.00	\$ 4,380.02	\$ -	\$ -	\$ 4,380.02	133%
GAS & VEHICLE MAINTENANCE		\$ 10,750.00	\$ 69.91	\$ 800.59	\$ 2,056.05	\$ 2,926.55	27%
VEHICLE REPAIR		\$ 1,750.00	\$ -	\$ -	\$ 1,225.68	\$ 1,225.68	70%
UNIFORMS & SAFETY GEAR		\$ 500.00	\$ -	\$ -	\$ -	\$ -	0%
COST ALLOCATION PLAN		\$ -	\$ 773.03	\$ 460.41	\$ 449.42	\$ 1,682.86	#DIV/0!
PERSONNEL SERVICE AGREEMENT		\$ -	\$ 2,916.67	\$ 2,916.67	\$ 2,916.67	\$ 8,750.01	#DIV/0!
FRANCHISE FEE		\$ 4,700.00	\$ 383.30	\$ 380.40	\$ -	\$ 763.70	16%
STORM DRAINS		\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	0%
	<b>TOTAL STORM MATERIALS &amp; SERVICES</b>	<b>\$ 41,000.00</b>	<b>\$ 8,620.34</b>	<b>\$ 4,656.00</b>	<b>\$ 7,745.90</b>	<b>\$ 21,022.24</b>	<b>51%</b>
<b>STORM WATER TRANSFERS</b>							
COST ALLOCATION PLAN		\$ 7,425.00	\$ -	\$ -	\$ -	\$ -	0%
PERSONNEL SERVICE AGREEMENT		\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	0%
	<b>TOTAL STORM WATER TRANSFERS</b>	<b>\$ 42,425.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>STORM WATER CONTINGENCY</b>							
CONTINGENCY		\$ 8,720.12	\$ -	\$ -	\$ -	\$ -	0%
	<b>TOTAL STORM WATER CONTINGENCY</b>	<b>\$ 8,720.12</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
	<b>TOTAL STORM WATER EXPENDITURES</b>	<b>\$ 92,145.12</b>	<b>\$ 8,620.34</b>	<b>\$ 4,656.00</b>	<b>\$ 7,745.90</b>	<b>\$ 21,022.24</b>	<b>23%</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>							
			<b>(\$954.43)</b>	<b>\$2,952.01</b>	<b>\$ (701.38)</b>	<b>\$ 1,296.20</b>	
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)</b>							
			<b>(\$954.43)</b>	<b>\$1,997.58</b>	<b>\$ 1,296.20</b>		
BEGINNING FUND BALANCE	\$3,970.12						
ACTUAL BEGINNING FUND BALANCE			\$8,948.45	\$8,948.45	\$8,948.45		
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00		\$0.00	\$0.00			
	<b>FUND ENDING BALANCE</b>	<b>\$5,825.00</b>	<b>\$7,994.02</b>	<b>\$10,946.03</b>	<b>\$10,244.65</b>		



# City of Molalla Fiscal Year 2013 (July 2012 - June 2013)

## AQUATIC CENTER

REVENUES	BUDGET	ACTUALS			YTD	% TO DATE
		JULY	AUGUST	SEPT		
<b>TRANSFERS FROM GENERAL</b>						
TRANSFERS FROM GENERAL	\$ 104,743.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL TRANSFER FROM GENERAL</b>	<b>\$ 104,743.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>PARKS &amp; RECREATION FEE</b>						
PARKS & RECREATION FEE	\$ 170,000.00	\$ 13,993.21	\$ 13,089.66	\$ 14,201.53	\$ 41,284.40	24%
<b>TOTAL PARKS &amp; RECREATION FEE</b>	<b>\$ 170,000.00</b>	<b>\$ 13,993.21</b>	<b>\$ 13,089.66</b>	<b>\$ 14,201.53</b>	<b>\$ 41,284.40</b>	<b>24%</b>
<b>RECREATION FEE</b>						
RECREATION FEE	\$ 100,000.00	\$ 14,062.54	\$ 6,939.65	\$ 5,188.07	\$ 26,190.26	26%
<b>TOTAL RECREATION FEE</b>	<b>\$ 100,000.00</b>	<b>\$ 14,062.54</b>	<b>\$ 6,939.65</b>	<b>\$ 5,188.07</b>	<b>\$ 26,190.26</b>	<b>26%</b>
<b>TOTAL REVENUES</b>	<b>\$ 374,743.00</b>	<b>\$ 28,055.75</b>	<b>\$ 20,029.31</b>	<b>\$ 19,389.60</b>	<b>\$ 67,474.66</b>	<b>18%</b>

<b>EXPENDITURES &amp; REQUIREMENTS</b>						
<b>AQUATIC CENTER PERSONNEL SERVICES</b>						
PERS	\$ 6,875.00	\$ 1,041.13	\$ 835.35	\$ 747.82	\$ 2,624.30	38%
SAIF	\$ 7,000.00	\$ 619.91	\$ 569.98	\$ 416.66	\$ 1,606.55	23%
FICA	\$ 11,000.00	\$ 1,131.50	\$ 1,031.10	\$ 762.06	\$ 2,924.66	27%
INSURANCE	\$ 8,000.00	\$ 1,284.62	\$ 642.47	\$ 1,837.90	\$ 3,764.99	47%
COMMUNITIES SERVICES DIRECTOR	\$ 30,000.00	\$ 4,208.34	\$ 2,520.84	\$ 2,520.84	\$ 9,250.02	31%
PART TIME EMPLOYEES	\$ 115,000.00	\$ 10,582.72	\$ 11,248.15	\$ 7,440.57	\$ 29,271.44	25%
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 177,875.00</b>	<b>\$ 18,868.22</b>	<b>\$ 16,847.89</b>	<b>\$ 13,725.85</b>	<b>\$ 49,441.96</b>	<b>28%</b>

<b>AQUATIC CENTER MATERIALS &amp; SERVICES</b>						
POWER	\$ 30,000.00	\$ 2,407.84	\$ 2,352.12	\$ 2,271.16	\$ 7,031.12	23%
PHONE	\$ 3,750.00	\$ -	\$ 622.97	\$ -	\$ 622.97	17%
NATURAL GAS	\$ 41,000.00	\$ 2,476.46	\$ 2,051.97	\$ 2,217.97	\$ 6,746.40	16%
OPERATIONS & MAINTENANCE	\$ 16,500.00	\$ 819.47	\$ 546.23	\$ 393.31	\$ 1,759.01	11%
BUILDING MAINTENANCE	\$ 2,500.00	\$ 694.00	\$ 777.43	\$ 560.00	\$ 2,031.43	81%
EQUIPMENT MAINTENANCE & REPAIR	\$ 5,000.00	\$ -	\$ -	\$ 2,339.00	\$ 2,339.00	47%
TRAINING	\$ 4,000.00	\$ 257.00	\$ 185.77	\$ 802.37	\$ 1,245.14	31%
DUES & MEMBERSHIP	\$ 750.00	\$ 56.00	\$ -	\$ -	\$ 56.00	7%
PRINTING/PUBLICATIONS	\$ 6,250.00	\$ 415.00	\$ 297.50	\$ 308.40	\$ 1,020.90	16%
PROFESSIONAL SERVICES	\$ 500.00	\$ -	\$ -	\$ -	\$ -	0%
INSURANCE/LIABILITY/GEN	\$ 15,500.00	\$ 15,330.06	\$ -	\$ -	\$ 15,330.06	99%
COST ALLOCATION PLAN	\$ -	\$ 3,104.90	\$ 1,849.26	\$ 1,805.10	\$ 6,759.26	#DIV/0!
OFFICE SUPPLIES	\$ 1,000.00	\$ -	\$ -	\$ 84.95	\$ 84.95	8%
CONCESSIONS	\$ 1,000.00	\$ 512.91	\$ 49.47	\$ -	\$ 562.38	56%
CHLORINE & CHEMICALS	\$ 4,000.00	\$ 301.80	\$ 281.00	\$ 124.00	\$ 706.80	18%
<b>TOTAL MATETRIALS &amp; SERVICES</b>	<b>\$ 131,750.00</b>	<b>\$ 26,375.44</b>	<b>\$ 9,013.72</b>	<b>\$ 10,906.26</b>	<b>\$ 46,295.42</b>	<b>35%</b>

<b>AQUATIC CENTER CONTINGENCY</b>						
COST ALLOCATION PLAN	\$ 29,775.00	\$ -	\$ -	\$ -	\$ -	0%
OPERATING CONTINGENCY	\$ 42,507.75	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CONTINGENCY</b>	<b>\$ 72,282.75</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL AQUATIC CENTER EXPENDITURES</b>	<b>381,907.75</b>	<b>45,243.66</b>	<b>25,861.61</b>	<b>24,632.11</b>	<b>95,737.38</b>	<b>25%</b>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (7,164.75)	\$ (17,187.91)	\$ (5,832.30)	\$ (5,242.51)	\$ (28,262.72)	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$ (17,187.91)	\$ (23,020.21)	\$ (28,262.72)		
BUDGETED BEGINNING FUND BALANCE	\$7,164.75					
ACTUAL BEGINNING FUND BALANCE		\$19,049.23	\$19,049.23	\$19,049.23		
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$0.00		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$1,861.32</b>	<b>\$ (3,970.98)</b>	<b>\$ (9,213.49)</b>		



# City of Molalla Fiscal Year 2013 (July 2012 - June 2013)

## ADULT CENTER

REVENUES	BUDGET	ACTUALS			YTD	% TO DATE
		JULY	AUGUST	SEPT		
<u>REVENUE</u>						
<u>CONTRACT SERVICE</u>						
TITLE III-B OUTREACH	\$ 15,747.00	\$ 4,775.16	\$ -	\$ 2,500.00	\$ 7,275.16	46%
TITLE III - MEAL SITE MANAGMNT	\$ 8,058.00	\$ 1,850.76	\$ -	\$ 3,520.59	\$ 5,371.35	67%
TITLE III - NSIP FUNDS	\$ 1,744.00	\$ -	\$ -	\$ 878.41	\$ 878.41	50%
VTI MEDICAL TRANSPORTATIO	\$ 1,037.00	\$ -	\$ -	\$ 32.71	\$ 32.71	3%
VTI NONMEDICAL TRANSPORT	\$ 1,763.00	\$ -	\$ -	\$ -	\$ -	0%
STF/RIDE CONNECTION (Out Dist)	\$ 18,023.00	\$ -	\$ -	\$ 896.76	\$ 896.76	5%
MEDICAID MATCH TITLE XIX	\$ 17,804.00	\$ -	\$ -	\$ -	\$ -	0%
TRANSPORT. CONTRACT SERVI	\$ 33,192.00	\$ 3,182.40	\$ -	\$ -	\$ 3,182.40	10%
WELLNESS	\$ 1,560.00	\$ -	\$ -	\$ -	\$ -	0%
ENERGY ASSISTANCE (LIEAP)	\$ 325.00	\$ -	\$ -	\$ -	\$ -	0%
<u>GRANTS/DONATIONS/FUNDRAISERS</u>						
GRANTS	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	0%
CENTER GIFTS & DONATIONS	\$ 7,000.00	\$ 72.60	\$ -	\$ 53.50	\$ 126.10	2%
CENTER RENTALS	\$ 15,000.00	\$ 100.00	\$ 600.00	\$ 605.00	\$ 1,305.00	9%
CLIENT DONATION/MEALS	\$ 20,000.00	\$ 2,503.57	\$ 2,993.47	\$ 2,203.05	\$ 7,700.09	39%
FUNDRAISER	\$ 20,000.00	\$ 1,919.00	\$ 620.00	\$ -	\$ 2,539.00	13%
DONATION & MEMORIALS	\$ 4,000.00	\$ 25.00	\$ -	\$ 273.00	\$ 298.00	7%
MOLALLA COMMUNICATION DONATION	\$ 100,000.00	\$ -	\$ 25,000.00	\$ -	\$ 25,000.00	25%
TRANSPORTATION DONATIONS	\$ 4,000.00	\$ 194.85	\$ 404.75	\$ 287.00	\$ 886.60	22%
<u>TRANSFERS</u>						
FROM GENERAL FUND	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	0%
FROM STATE REVENUES	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL REVENUES	\$ 343,253.00	\$ 14,623.34	\$ 29,618.22	\$ 11,250.02	\$ 55,491.58	16%
TOTAL REVENUES	\$ 343,253.00	\$ 14,623.34	\$ 29,618.22	\$ 11,250.02	\$ 55,491.58	16%

EXPENDITURES & REQUIREMENTS											
ADULT CENTER PERSONNEL SERVICES											
PERS	\$	16,572.15	\$	2,252.11	\$	5,297.93	\$	960.15	\$	8,510.19	51%
SAIF	\$	4,600.00	\$	355.07	\$	256.53	\$	252.58	\$	864.18	19%
FICA	\$	10,272.04	\$	1,564.63	\$	712.96	\$	718.54	\$	2,996.13	29%
INSURANCE	\$	38,547.60	\$	2,450.16	\$	3,067.18	\$	3,122.80	\$	8,640.14	22%
UNEMPLOYMENT LIABILITY	\$	18,400.00	\$	-	\$	-	\$	-	\$	-	0%
CENTER DIRECTOR	\$	30,000.00	\$	10,379.97	\$	2,520.84	\$	2,520.84	\$	15,421.65	51%
NUTRITION MANAGER	\$	34,250.00	\$	2,877.59	\$	2,884.62	\$	2,754.78	\$	8,516.99	25%
CLIENT SERVICES COORDINAT	\$	50,775.00	\$	4,951.63	\$	1,622.50	\$	2,640.00	\$	9,214.13	18%
VAN DRIVERS	\$	16,500.00	\$	1,390.85	\$	1,252.02	\$	1,244.21	\$	3,887.08	24%
EXTRA HELP	\$	2,750.00	\$	852.76	\$	1,040.36	\$	233.09	\$	2,126.21	77%
TOTAL ADULT CENTER PERSONNEL SERV	\$	222,666.79	\$	27,074.77	\$	18,654.94	\$	14,446.99	\$	60,176.70	27%
ADULT CENTER MATERIALS & SERVICES											
POWER	\$	7,800.00	\$	792.33	\$	853.48	\$	759.34	\$	2,405.15	31%
PHONE	\$	4,200.00	\$	329.70	\$	404.69	\$	308.21	\$	1,042.60	25%
NATURAL GAS	\$	4,000.00	\$	332.24	\$	151.00	\$	183.06	\$	666.30	17%
OPERATIONS & MAINTENANCE	\$	13,000.00	\$	706.31	\$	173.19	\$	712.38	\$	1,591.88	12%
BUILDING MAINTENANCE	\$	2,500.00	\$	105.00	\$	142.15	\$	78.00	\$	325.15	13%
TRANING & CONF. TRAVEL	\$	500.00	\$	101.56	\$	-	\$	-	\$	101.56	20%
DUES & MEMBERSHIP	\$	300.00	\$	-	\$	-	\$	-	\$	-	0%
POSTAGE	\$	125.00	\$	-	\$	-	\$	-	\$	-	0%
PRINTING & PUBLICATIONS	\$	4,000.00	\$	-	\$	-	\$	-	\$	-	0%
INSURANCE/LIABILITY/GEN	\$	7,600.00	\$	9,855.04	\$	-	\$	-	\$	9,855.04	130%
GAS & VEHICLE MAINTENANCE	\$	8,000.00	\$	257.87	\$	296.62	\$	761.30	\$	1,315.79	16%
VEHICLE REPAIR	\$	1,000.00	\$	-	\$	-	\$	69.81	\$	69.81	7%
MISCELLANEOUS	\$	-	\$	29.59	\$	-	\$	-	\$	29.59	#DIV/0!
CUSTODIAN	\$	-	\$	740.00	\$	740.00	\$	740.00	\$	2,220.00	#DIV/0!
CUSTODIAL SUPPLIES	\$	3,000.00	\$	271.60	\$	14.69	\$	197.00	\$	483.29	16%
OFFICE SUPPLIES	\$	1,500.00	\$	194.47	\$	-	\$	-	\$	194.47	13%
COST ALLOCATION AGREEMENT	\$	-	\$	3,098.51	\$	1,845.45	\$	1,801.39	\$	6,745.35	#DIV/0!
VOLUNTEER RECOGNITION	\$	250.00	\$	-	\$	-	\$	-	\$	-	0%
FUNDRAISING EXPENSES	\$	500.00	\$	-	\$	-	\$	-	\$	-	0%

HDM MILEAGE REIMBURSEMENT	\$ 8,000.00	\$ 946.86	\$ 792.74	\$ 1,187.68	\$ 2,927.28	37%
FOOD EXPENSES	\$ 7,800.00	\$ 276.30	\$ 34.66	\$ 21.20	\$ 332.16	4%
HDM SUPPLIES	\$ 5,500.00	\$ 312.29	\$ -	\$ -	\$ 312.29	6%
TRANSPORT. CONTRACTED SER	\$ 2,000.00	\$ 50.00	\$ -	\$ -	\$ 50.00	3%
<b>TOTAL ADULT CENTER MATERIALS &amp; SERV</b>	<b>\$ 81,575.00</b>	<b>\$ 18,399.67</b>	<b>\$ 5,448.67</b>	<b>\$ 6,819.37</b>	<b>\$ 30,667.71</b>	<b>38%</b>

#### **ADULT CENTER CONTINGENCY**

COST ALLOCATION PLAN	\$ 29,743.00	\$ -	\$ -	\$ -	\$ -	0%
OPERATING CONTINGENCY	\$ 38,157.15	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL ADULT CENTER CONTINGENCY</b>	<b>\$ 67,900.15</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

<b>TOTAL ADULT CENTER EXPENDITURES</b>	<b>372,141.94</b>	<b>45,474.44</b>	<b>24,103.61</b>	<b>21,266.36</b>	<b>90,844.41</b>	<b>24%</b>
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EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (28,888.94)	\$ (30,851.10)	\$ 5,514.61	\$ (10,016.34)	\$ (35,352.83)
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EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)	\$ (30,851.10)	\$ (25,336.49)	\$ (35,352.83)
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BUDGETED BEGINNING FUND BALANCE	\$ 28,888.94
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ACTUAL BEGINNING FUND BALANCE	\$ 31,963.63	\$ 31,963.63	\$ 31,963.63
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UNAPPROPRIATED ENDING FUND BALANCE	\$ -	\$ -	\$ -
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<b>FUND ENDING BALANCE</b>	<b>\$ -</b>	<b>\$ 1,112.53</b>	<b>\$ 6,627.14</b>	<b>\$ (3,389.20)</b>
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# City of Molalla Fiscal Year 2013 (July 2012 - June 2013)

## MISCELLANEOUS FUNDS

911 STATE REVENUE SHARE	ANNUAL BUDGET	JULY	AUGUST	SEPT	YTD	% TO DATE
<b>REVENUE</b>						
911 STATE REVENUE	\$ 19,000.00	\$ 9,958.70	\$ -	\$ -	\$ 9,958.70	
TOTAL REVENUES	\$ 19,000.00	\$ 9,958.70	\$ -	\$ -	\$ 9,958.70	52%
TOTAL REVENUES	\$ 19,000.00	\$ 9,958.70	\$ -	\$ -	\$ 9,958.70	52%

### MATERIALS & SERVICES

CLACKAMAS COUNTY DISPATCH	\$ 19,000.00	\$ -	\$ 6,860.83	\$ -	\$ 6,860.83	36%
TOTAL MATERIALS & SERVICES	\$ 19,000.00	\$ -	\$ 6,860.83	\$ -	\$ 6,860.83	36%
TOTAL EXPENDITURES	\$ 19,000.00	\$ -	\$ 6,860.83	\$ -	\$ 6,860.83	36%

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$0.00	\$9,958.70	(\$6,860.83)	\$ -	\$ 3,097.87	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$9,958.70	\$3,097.87	\$3,097.87		
BUDGETED BEGINNING FUND BALANCE	\$0.00					
ACTUAL BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$0.00		
FUND ENDING BALANCE	\$0.00	\$9,958.70	\$3,097.87	\$3,097.87		

PD RESTRICTED REVENUE	ANNUAL BUDGET	JULY	AUGUST	SEPT	YTD	% TO DATE
<b>REVENUE</b>						
EMERGENCY VEHICLE FUND	\$ -	\$ 503.38	\$ 655.75	\$ 445.75	\$ 1,604.88	#DIV/0!
K9 DONATIONS	\$ -	\$ 140.00	\$ -	\$ -	\$ 140.00	#DIV/0!
POLICE PAYROLL DONATIONS	\$ 1,320.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 330.00	25%
POLICE AUCTION / YOUTH FUND	\$ -	\$ -	\$ 227.44	\$ -	\$ 227.44	#DIV/0!
TOTAL REVENUES	\$ 1,320.00	\$ 753.38	\$ 993.19	\$ 555.75	\$ 2,302.32	174%
TOTAL REVENUES	\$ 1,320.00	\$ 753.38	\$ 993.19	\$ 555.75	\$ 2,302.32	174%

### MATERIALS & SERVICES

YOUTH ATHLETIC SCHOLARSHIPS	\$ -	\$ -	\$ 30.00	\$ -	\$ 30.00	#DIV/0!
COLLEGE SCHOLARSHIP ALLOCATION	\$ 3,865.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL MATERIALS & SERVICES	\$ 3,865.00	\$ -	\$ 30.00	\$ -	\$ 30.00	1%
TOTAL EXPENDITURES	\$ 3,865.00	\$ -	\$ 30.00	\$ -	\$ 30.00	1%

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$2,545.00)	\$ 753.38	\$ 963.19	\$ 555.75	\$ 2,272.32	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$753.38	\$1,716.57	\$2,272.32		
BUDGETED BEGINNING FUND BALANCE	\$2,545.00					
ACTUAL BEGINNING FUND BALANCE	\$0.00	\$10,743.07	\$10,743.07	\$10,743.07		
FUND ENDING BALANCE	\$0.00	\$11,496.45	\$12,459.64	\$13,015.39		

<b>MOLALLA MURAL COMMISSION</b>	<b>ANNUAL BUDGET</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPT</b>	<b>YTD</b>	<b>% TO DATE</b>
<b>REVENUE</b>						
MISCELLANEOUS	\$ -	\$ 369.25	\$ -	\$ -	\$ 369.25	#DIV/0!
MURAL DONATIONS	\$ -	\$ 300.00	\$ 50.00	\$ -	\$ 350.00	#DIV/0!
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 669.25</b>	<b>\$ 50.00</b>	<b>\$ -</b>	<b>\$ 719.25</b>	<b>#DIV/0!</b>
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 669.25</b>	<b>\$ 50.00</b>	<b>\$ -</b>	<b>\$ 719.25</b>	<b>#DIV/0!</b>

<b>MATERIALS &amp; SERVICES</b>						
OPERATIONS & MAINTENANCE	\$ 5,000.00	\$ 462.62	\$ -	\$ -	\$ 462.62	9%
PRINTING & PUBLICATIONS	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	0%
PROFESSIONAL SERVICES	\$ 6,678.95	\$ 1,000.00	\$ 4,000.00	\$ -	\$ 5,000.00	75%
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 12,678.95</b>	<b>\$ 1,462.62</b>	<b>\$ 4,000.00</b>	<b>\$ -</b>	<b>\$ 5,462.62</b>	<b>43%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,678.95</b>	<b>\$ 1,462.62</b>	<b>\$ 4,000.00</b>	<b>\$ -</b>	<b>\$ 5,462.62</b>	<b>43%</b>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$12,678.95)	(\$793.37)	(\$3,950.00)	\$ -	\$ (4,743.37)	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		(\$793.37)	(\$4,743.37)	(\$4,743.37)		
BUDGETED BEGINNING FUND BALANCE	\$12,678.95					
ACTUAL BEGINNING FUND BALANCE	\$0.00	\$5,517.60	\$5,517.60	\$5,517.60		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$4,724.23</b>	<b>\$774.23</b>	<b>\$774.23</b>		

<b>FOX PARK PAVILLION</b>	<b>ANNUAL BUDGET</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPT</b>	<b>YTD</b>	<b>% TO DATE</b>
<b>REVENUE</b>						
PAVILLION DONATIONS	\$ -	\$ 2,950.00	\$ -	\$ 69.80	\$ 3,019.80	#DIV/0!
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 2,950.00</b>	<b>\$ -</b>	<b>\$ 69.80</b>	<b>\$ 3,019.80</b>	<b>#DIV/0!</b>
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 2,950.00</b>	<b>\$ -</b>	<b>\$ 69.80</b>	<b>\$ 3,019.80</b>	<b>#DIV/0!</b>

<b>MATERIALS &amp; SERVICES</b>						
OPERATIONS & MAINTENANCE	\$ 7,100.00	\$ 4,026.18	\$ 2,599.57	\$ 69.80	\$ 6,695.55	94%
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 7,100.00</b>	<b>\$ 4,026.18</b>	<b>\$ 2,599.57</b>	<b>\$ 69.80</b>	<b>\$ 6,695.55</b>	<b>94%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,100.00</b>	<b>\$ 4,026.18</b>	<b>\$ 2,599.57</b>	<b>\$ 69.80</b>	<b>\$ 6,695.55</b>	<b>94%</b>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$7,100.00)	(\$1,076.18)	(\$2,599.57)	\$ -	\$ (3,675.75)	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		(\$1,076.18)	(\$3,675.75)	(\$3,675.75)		
BUDGETED BEGINNING FUND BALANCE	\$7,100.00					
ACTUAL BEGINNING FUND BALANCE	\$0.00	\$3,675.75	\$3,675.75	\$3,675.75		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$2,599.57</b>	<b>\$0.00</b>	<b>\$0.00</b>		



<u>MOLALLA ARTS COMMISSION</u>	<u>ANNUAL BUDGET</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>YTD</u>	<u>% TO DATE</u>
<b>REVENUE</b>						
DONATIONS & FUNDRAISING	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

<b>MATERIALS &amp; SERVICES</b>						
OPERATIONS & MAINTENANCE	\$ 850.00	\$ -	\$ -	\$ 84.00	\$ 84.00	10%
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 850.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 84.00</b>	<b>\$ 84.00</b>	<b>10%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 850.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 84.00</b>	<b>\$ 84.00</b>	<b>10%</b>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$850.00)	\$0.00	\$0.00	\$ (84.00)	\$ (84.00)	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$0.00	\$0.00	(\$84.00)		
BUDGETED BEGINNING FUND BALANCE	\$850.00					
ACTUAL BEGINNING FUND BALANCE	\$0.00	\$1,935.09	\$1,935.09	\$1,935.09		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$1,935.09</b>	<b>\$1,935.09</b>	<b>\$1,851.09</b>		

<u>UTILITY DEPOSITS</u>	<u>ANNUAL BUDGET</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>YTD</u>	<u>% TO DATE</u>
<b>REVENUE</b>						
WATER/SEWER DEPOSITS	\$ 2,500.00	\$ 967.72	\$ 2,129.80	\$ 1,657.83	\$ 4,755.35	190%
<b>TOTAL REVENUES</b>	<b>\$ 2,500.00</b>	<b>\$ 967.72</b>	<b>\$ 2,129.80</b>	<b>\$ 1,657.83</b>	<b>\$ 4,755.35</b>	<b>190%</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,500.00</b>	<b>\$ 967.72</b>	<b>\$ 2,129.80</b>	<b>\$ 1,657.83</b>	<b>\$ 4,755.35</b>	<b>190%</b>

<b>MATERIALS &amp; SERVICES</b>						
WATER/SEWER DEPOSITS REFUNDED	\$ 2,500.00	\$ 1,215.26	\$ 472.26	\$ 2,054.67	\$ 3,742.19	150%
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 2,500.00</b>	<b>\$ 1,215.26</b>	<b>\$ 472.26</b>	<b>\$ 2,054.67</b>	<b>\$ 3,742.19</b>	<b>150%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,500.00</b>	<b>\$ 1,215.26</b>	<b>\$ 472.26</b>	<b>\$ 2,054.67</b>	<b>\$ 3,742.19</b>	<b>150%</b>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$0.00	(\$247.54)	\$1,657.54	\$ (396.84)	\$ 1,013.16	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		(\$247.54)	\$1,410.00	\$1,013.16		
BUDGETED BEGINNING FUND BALANCE	\$0.00					
ACTUAL BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$0.00		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>(\$247.54)</b>	<b>\$1,410.00</b>	<b>\$1,013.16</b>		

<u>EID ASSESSMENTS</u>	<u>ANNUAL BUDGET</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>YTD</u>	<u>% TO DATE</u>
<b>REVENUE</b>						
EID ASSESSMENTS	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL REVENUES	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL REVENUES	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	0%

<b>MATERIALS &amp; SERVICES</b>						
TEAM MOLALLA	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL MATERIALS & SERVICES	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	0%
TOTAL EXPENDITURES	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	0%

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$0.00	\$0.00	\$0.00		
BUDGETED BEGINNING FUND BALANCE	\$0.00					
ACTUAL BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$0.00		
FUND ENDING BALANCE	\$0.00	\$0.00	\$0.00	\$0.00		

<u>FEE IN LIEU OF PARK</u>	<u>ANNUAL BUDGET</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>YTD</u>	<u>% TO DATE</u>
<b>REVENUE</b>						
FEE IN LIEU OF PARK	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	0%
OPEN NEW FUND GF TRANSFER	\$ 1,345.50	\$ -	\$ -	\$ -	\$ -	0%
TOTAL REVENUES	\$ 3,845.50	\$ -	\$ -	\$ -	\$ -	0%
TOTAL REVENUES	\$ 3,845.50	\$ -	\$ -	\$ -	\$ -	0%

<b>MATERIALS &amp; SERVICES</b>						
PARK IMPROVEMENTS	\$ 3,845.50	\$ -	\$ -	\$ -	\$ -	0%
TOTAL MATERIALS & SERVICES	\$ 3,845.50	\$ -	\$ -	\$ -	\$ -	0%
TOTAL EXPENDITURES	\$ 3,845.50	\$ -	\$ -	\$ -	\$ -	0%

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$0.00	\$0.00	\$0.00		
BUDGETED BEGINNING FUND BALANCE	\$0.00					
ACTUAL BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$0.00		
FUND ENDING BALANCE	\$0.00	\$0.00	\$0.00	\$0.00		

<b>SALLY FOX PARK</b>		<b>ANNUAL BUDGET</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPT</b>	<b>YTD</b>	<b>% TO DATE</b>
<b>REVENUE</b>							
INTEREST		\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
	<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>RESERVE</b>							
PRINCIPAL ENDOWMENT		\$ 96,303.00	\$ -	\$ -	\$ -	\$ -	0%
	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 96,303.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 96,303.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		(\$96,303.00)	\$0.00	\$0.00	\$0.00	\$0.00	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			\$0.00	\$0.00	\$0.00		
BUDGETED BEGINNING FUND BALANCE		\$96,303.00					
ACTUAL BEGINNING FUND BALANCE			\$96,388.00	\$96,388.00	\$96,388.00		
<b>FUND ENDING BALANCE</b>		<b>\$0.00</b>	<b>\$96,388.00</b>	<b>\$96,388.00</b>	<b>\$96,388.00</b>		



**City of Molalla Fiscal Year 2013 (July 2012 - June 2013)**  
**DEBT SERVICE**

<u>BONDED DEBT</u>	<u>ANNUAL BUDGET</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>YTD</u>	<u>% TO DATE</u>
<b>REVENUE</b>						
CURRENT PROPERTY TAXES	\$ 92,463.00	\$ -	\$ -	\$ -	\$ -	0%
INTEREST	\$ 250.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL REVENUES</b>	<b>\$ 92,713.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL REVENUES</b>	<b>\$ 92,713.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

**MATERIALS & SERVICES**

2010 GO WATER BOND RESERVE	\$ 65,000.00	\$ -	\$ -	\$ -	\$ -	0%
2010 GO WATER BOND INTEREST	\$ 12,250.00	\$ -	\$ -	\$ -	\$ -	0%
2010 GO WATER BOND PRINCIPAL	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 132,250.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 132,250.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$39,537.00)	\$0.00	\$0.00	\$0.00	\$0.00	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$0.00	\$0.00	\$0.00		
BUDGETED BEGINNING FUND BALANCE	\$39,537.00					
ACTUAL BEGINNING FUND BALANCE		\$46,042.61	\$46,042.61	\$46,042.61		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$46,042.61</b>	<b>\$46,042.61</b>	<b>\$46,042.61</b>		

<u>SEWER DEBT RETIREMENT</u>	<u>ANNUAL BUDGET</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>YTD</u>	<u>% TO DATE</u>
<b>REVENUE</b>						
TRANSFER FROM SEWER FUND	\$ 215,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL REVENUES</b>	<b>\$ 215,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL REVENUES</b>	<b>\$ 215,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

**MATERIALS & SERVICES**

2010 SEWER REVENUE BOND RESERVE	\$ 322,500.00	\$ -	\$ -	\$ -	\$ -	0%
2010 SEWER REVENUE BOND INTEREST	\$ 122,500.00	\$ 58,225.00	\$ -	\$ -	\$ 58,225.00	48%
2010 SEWER REVENUE BOND PRINCIPAL	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	0%
FORRISTAL CONTRACT	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 645,000.00</b>	<b>\$ 58,225.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 58,225.00</b>	<b>9%</b>

**CONTINGENCY & RESERVE**

RATE STABILIZATION	\$ 191,321.59	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 191,321.59</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 836,321.59</b>	<b>\$ 58,225.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 58,225.00</b>	<b>7%</b>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$621,321.59)	(\$58,225.00)	\$0.00	\$0.00	\$ (58,225.00)	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		(\$58,225.00)	(\$58,225.00)	(\$58,225.00)		
BUDGETED BEGINNING FUND BALANCE	\$621,321.59					
ACTUAL BEGINNING FUND BALANCE		\$621,321.59	\$621,321.59	\$621,321.59		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$563,096.59</b>	<b>\$563,096.59</b>	<b>\$563,096.59</b>		

<u>WATER DEBT RETIREMENT</u>	<u>ANNUAL BUDGET</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>YTD</u>	<u>% TO DATE</u>
<b>REVENUE</b>						
TRANSFER FROM WATER FUND	\$ 266,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL REVENUES</b>	<b>\$ 266,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL REVENUES</b>	<b>\$ 266,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

<b>MATERIALS &amp; SERVICES</b>						
2010 REVENUE BOND - RESERVE	\$ 366,500.00	\$ -	\$ -	\$ -	\$ -	0%
2010 REVENUE BOND - INTEREST	\$ 66,500.00	\$ 28,125.00	\$ -	\$ -	\$ 28,125.00	42%
2010 REVENUE BOND - PRINCIPAL	\$ 300,000.00	\$ 310,000.00	\$ -	\$ -	\$ 310,000.00	103%
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 733,000.00</b>	<b>\$ 338,125.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 338,125.00</b>	<b>46%</b>

<b>CONTINGENCY &amp; RESERVE</b>						
RATE STABILIZATION	\$ 231,315.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 231,315.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

<b>TOTAL EXPENDITURES</b>	<b>\$ 964,315.00</b>	<b>\$ 338,125.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 338,125.00</b>	<b>35%</b>
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EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$698,315.00)	\$ (338,125.00)	\$ -	\$ -	\$ (338,125.00)	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$ (338,125.00)	\$ (338,125.00)	\$ (338,125.00)		
BUDGETED BEGINNING FUND BALANCE	\$698,315.00					
ACTUAL BEGINNING FUND BALANCE		\$698,319.92	\$698,319.92	\$698,319.92		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$360,194.92</b>	<b>\$360,194.92</b>	<b>\$360,194.92</b>		

<u>CWSRF</u>	<u>ANNUAL BUDGET</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>YTD</u>	<u>% TO DATE</u>
<b>REVENUE</b>						
TRANSFER FROM SEWER FUND	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL REVENUES</b>	<b>\$ 200,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL REVENUES</b>	<b>\$ 200,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

<b>MATERIALS &amp; SERVICES</b>						
CWSRF - ADMIN FEE	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -	0%
CWSRF - RESERVE	\$ 192,764.00	\$ -	\$ -	\$ -	\$ -	0%
CWSRF - INTEREST	\$ 66,500.00	\$ 32,071.00	\$ -	\$ -	\$ 32,071.00	48%
CWSRF - PRINCIPAL	\$ 115,000.00	\$ 57,236.00	\$ -	\$ -	\$ 57,236.00	50%
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 386,264.00</b>	<b>\$ 89,307.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 89,307.00</b>	<b>23%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 386,264.00</b>	<b>\$ 89,307.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 89,307.00</b>	<b>23%</b>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$186,264.00)	(\$89,307.00)	\$0.00	\$0.00	\$ (89,307.00)	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		(\$89,307.00)	(\$89,307.00)	(\$89,307.00)		
BUDGETED BEGINNING FUND BALANCE	\$186,264.00					
ACTUAL BEGINNING FUND BALANCE		\$186,264.00	\$186,264.00	\$186,264.00		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$96,957.00</b>	<b>\$96,957.00</b>	<b>\$96,957.00</b>		



**City of Molalla Fiscal Year 2013 (July 2012 - June 2013)**  
**SDC FUND**

<b>SEWER SDC</b>		<b>ANNUAL BUDGET</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPT</b>	<b>YTD</b>	<b>% TO DATE</b>
<b>REVENUE</b>							
SEWER SDC'S		\$ 39,030.00	\$ 3,903.00	\$ 3,903.00	\$ 3,903.00	\$ 11,709.00	30%
	<b>TOTAL REVENUES</b>	<b>\$ 39,030.00</b>	<b>\$ 3,903.00</b>	<b>\$ 3,903.00</b>	<b>\$ 3,903.00</b>	<b>\$ 11,709.00</b>	<b>30%</b>
	<b>TOTAL REVENUES</b>	<b>\$ 39,030.00</b>	<b>\$ 3,903.00</b>	<b>\$ 3,903.00</b>	<b>\$ 3,903.00</b>	<b>\$ 11,709.00</b>	<b>30%</b>
<b>EXPENDITURES &amp; REQUIREMENTS</b>							
<b>SEWER SDC RESERVE</b>							
RESERVE		\$ 281,560.34	\$ -	\$ -	\$ -	\$ -	0%
	<b>TOTAL CONTINGENCY</b>	<b>\$ 281,560.34</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
	<b>TOTAL STORM WATER EXPENDITURES</b>	<b>\$ 281,560.34</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		(\$242,530.34)	\$3,903.00	\$3,903.00	\$3,903.00	\$ 11,709.00	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			\$3,903.00	\$7,806.00	\$11,709.00		
BUDGETED BEGINNING FUND BALANCE		\$242,530.34					
ACTUAL BEGINNING FUND BALANCE			\$269,851.34	\$269,851.34	\$269,851.34		
<b>FUND ENDING BALANCE</b>		<b>\$0.00</b>	<b>\$273,754.34</b>	<b>\$277,657.34</b>	<b>\$281,560.34</b>		

<b>WATER SDC</b>		<b>ANNUAL BUDGET</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPT</b>	<b>YTD</b>	<b>% TO DATE</b>
<b>REVENUE</b>							
WATER SDC'S		\$ 21,130.00	\$ 2,113.00	\$ 2,113.00	\$ 2,113.00	\$ 6,339.00	30%
	<b>TOTAL REVENUES</b>	<b>\$ 21,130.00</b>	<b>\$ 2,113.00</b>	<b>\$ 2,113.00</b>	<b>\$ 2,113.00</b>	<b>\$ 6,339.00</b>	<b>30%</b>
	<b>TOTAL REVENUES</b>	<b>\$ 21,130.00</b>	<b>\$ 2,113.00</b>	<b>\$ 2,113.00</b>	<b>\$ 2,113.00</b>	<b>\$ 6,339.00</b>	<b>30%</b>
<b>EXPENDITURES &amp; REQUIREMENTS</b>							
<b>WATER SDC RESERVE</b>							
RESERVE		\$ 1,073,420.78	\$ -	\$ -	\$ -	\$ -	0%
	<b>TOTAL CONTINGENCY</b>	<b>\$ 1,073,420.78</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
	<b>TOTAL STORM WATER EXPENDITURES</b>	<b>\$ 1,073,420.78</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		(\$1,052,290.78)	\$2,113.00	\$2,113.00	\$2,113.00	\$ 6,339.00	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			\$2,113.00	\$4,226.00	\$6,339.00		
BUDGETED BEGINNING FUND BALANCE		\$1,052,290.78					
ACTUAL BEGINNING FUND BALANCE			\$1,067,081.78	\$1,067,081.78	\$1,067,081.78		
<b>FUND ENDING BALANCE</b>		<b>\$0.00</b>	<b>\$1,069,194.78</b>	<b>\$1,071,307.78</b>	<b>\$1,073,420.78</b>		

<b>STREET SDC</b>		<b>ANNUAL BUDGET</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPT</b>	<b>YTD</b>	<b>% TO DATE</b>
<b>REVENUE</b>							
STREET SDC'S		\$ 29,390.00	\$ 2,939.00	\$ 2,939.00	\$ 2,939.00	\$ 8,817.00	30%
<b>TOTAL REVENUES</b>		<b>\$ 29,390.00</b>	<b>\$ 2,939.00</b>	<b>\$ 2,939.00</b>	<b>\$ 2,939.00</b>	<b>\$ 8,817.00</b>	<b>30%</b>
<b>TOTAL REVENUES</b>		<b>\$ 29,390.00</b>	<b>\$ 2,939.00</b>	<b>\$ 2,939.00</b>	<b>\$ 2,939.00</b>	<b>\$ 8,817.00</b>	<b>30%</b>

<b>EXPENDITURES &amp; REQUIREMENTS</b>							
<b>STREET SDC RESERVE</b>							
RESERVE		\$ 323,458.68	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CONTINGENCY</b>		<b>\$ 323,458.68</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL STORM WATER EXPENDITURES</b>		<b>\$ 323,458.68</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<b>(\$294,068.68)</b>	\$2,939.00	\$2,939.00	\$2,939.00	\$ 8,817.00	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$2,939.00	\$5,878.00	\$8,817.00		
BUDGETED BEGINNING FUND BALANCE	\$294,068.68					
101-102-5-10-0300 ACTUAL BEGINNING FUND BALANCE		\$314,641.68	\$314,641.68	\$314,641.68		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$317,580.68</b>	<b>\$320,519.68</b>	<b>\$323,458.68</b>		

<b>PARK SDC</b>		<b>ANNUAL BUDGET</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPT</b>	<b>YTD</b>	<b>% TO DATE</b>
<b>REVENUE</b>							
PARK SDC'S		\$ 9,030.00	\$ 903.00	\$ 903.00	\$ 903.00	\$ 2,709.00	30%
<b>TOTAL REVENUES</b>		<b>\$ 9,030.00</b>	<b>\$ 903.00</b>	<b>\$ 903.00</b>	<b>\$ 903.00</b>	<b>\$ 2,709.00</b>	<b>30%</b>
<b>TOTAL REVENUES</b>		<b>\$ 9,030.00</b>	<b>\$ 903.00</b>	<b>\$ 903.00</b>	<b>\$ 903.00</b>	<b>\$ 2,709.00</b>	<b>30%</b>

<b>EXPENDITURES &amp; REQUIREMENTS</b>							
<b>PARK SDC RESERVE</b>							
RESERVE		\$ 89,646.32	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CONTINGENCY</b>		<b>\$ 89,646.32</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL STORM WATER EXPENDITURES</b>		<b>\$ 89,646.32</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<b>(\$80,616.32)</b>	\$903.00	\$903.00	\$903.00	\$ 2,709.00	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		\$903.00	\$1,806.00	\$2,709.00		
BUDGETED BEGINNING FUND BALANCE	\$80,616.32					
ACTUAL BEGINNING FUND BALANCE		\$86,937.32	\$86,937.32	\$86,937.32		
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$87,840.32</b>	<b>\$88,743.32</b>	<b>\$89,646.32</b>		



STORM WATER SDC		ANNUAL BUDGET	JULY	AUGUST	SEPT	YTD	% TO DATE
<b>REVENUE</b>							
STORM WATER SDC'S		\$ 2,890.00	\$ 289.00	\$ 289.00	\$ 289.00	\$ 867.00	30%
TOTAL REVENUES		<u>\$ 2,890.00</u>	<u>\$ 289.00</u>	<u>\$ 289.00</u>	<u>\$ 289.00</u>	<u>\$ 867.00</u>	<u>30%</u>
TOTAL REVENUES		<u>\$ 2,890.00</u>	<u>\$ 289.00</u>	<u>\$ 289.00</u>	<u>\$ 289.00</u>	<u>\$ 867.00</u>	<u>30%</u>
<b>EXPENDITURES &amp; REQUIREMENTS</b>							
<b>STORM SDC RESERVE</b>							
RESERVE		\$ 147,975.30	\$ -	\$ -	\$ -	\$ -	0%
TOTAL CONTINGENCY		<u>\$ 147,975.30</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0%</u>
TOTAL STORM WATER EXPENDITURES		<u>\$ 147,975.30</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0%</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		(\$145,085.30)	\$289.00	\$289.00	\$289.00	\$ 867.00	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			\$289.00	\$578.00	\$867.00		
BUDGETED BEGINNING FUND BALANCE		\$145,085.30					
ACTUAL BEGINNING FUND BALANCE			\$147,108.30	\$147,108.30	\$147,108.30		
FUND ENDING BALANCE		<u>\$0.00</u>	<u>\$147,397.30</u>	<u>\$147,686.30</u>	<u>\$147,975.30</u>		

**City of Molalla Fiscal Year 2013 (July 2012 - June 2013)**  
**URBAN RENEWAL AGENCY**

REVENUES	ANNUAL BUDGET	JULY	AUGUST	SEPT	YTD	% TO DATE
<b>REVENUE</b>						
PROPERTY TAX	\$ 215,000.00	\$ 733.74	\$ 683.27	\$ 667.17	\$ 2,084.18	1%
INTEREST	\$ -	\$ 7.08	\$ 15.70	\$ 15.22	\$ 38.00	#DIV/0!
<b>TOTAL REVENUES</b>	<b>\$ 215,000.00</b>	<b>\$ 740.82</b>	<b>\$ 698.97</b>	<b>\$ 682.39</b>	<b>\$ 2,122.18</b>	<b>1%</b>
<b>TOTAL REVENUES</b>	<b>\$ 215,000.00</b>	<b>\$ 740.82</b>	<b>\$ 698.97</b>	<b>\$ 682.39</b>	<b>\$ 2,122.18</b>	<b>1%</b>
<b>EXPENDITURES &amp; REQUIREMENTS</b>						
<b>URA MATERIALS &amp; SERVICES</b>						
OPERATIONS & MAINTENANCE	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	0%
PROFESSIONAL SERVICES	\$ 10,000.00	\$ 2,394.00	\$ -	\$ -	\$ 2,394.00	24%
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 35,000.00</b>	<b>\$ 2,394.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,394.00</b>	<b>7%</b>
<b>URA CAPITAL OUTLAY</b>						
CAPITAL IMPROVEMENTS	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 100,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>URA CONTINGENCY &amp; RESERVE</b>						
RESERVE	\$ 355,000.00	\$ -	\$ -	\$ -	\$ -	0%
CONTINGENCY	\$ 86,225.77	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CONTINGENCY &amp; RESERVE</b>	<b>\$ 441,225.77</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 576,225.77</b>	<b>\$ 2,394.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,394.00</b>	<b>0%</b>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$361,225.77)	(\$1,653.18)	\$ 698.97	\$ 682.39	\$ (271.82)	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)		(\$1,653.18)	(\$954.21)	(\$271.82)		
BUDGETED BEGINNING FUND BALANCE	\$361,225.77					
ACTUAL BEGINNING FUND BALANCE		\$371,029.97	\$371,029.97	\$371,029.97		
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00	\$0.00	\$0.00			
<b>FUND ENDING BALANCE</b>	<b>\$0.00</b>	<b>\$369,376.79</b>	<b>\$370,075.76</b>	<b>\$370,758.15</b>		

# City Of Molalla

## City Council Meeting

### Agenda Category: New Business

**Subject:** Review and Discussion of SDC Reconciliation and Plan for Correction

**Recommendation:** Discussion

**Date of Meeting to be Presented:** October 10, 2012

**Fiscal Impact:** see staff report to Council

**Background:**

At the February 8<sup>th</sup> council meeting, Council directed staff to engage Acuity Group for accounting review services. The focus of the review will be to attempt to reconcile accounting irregularities and investigate whether any misappropriation of City assets could have occurred. Acuity Group began their investigation of the City's records on March 12, 2012. Ms. Tiffany Couch from Acuity Group was on site reviewing city records from Monday March 12, 2012 through Friday March 16, 2012. She presented a preliminary report to Council during the March 14, 2012 meeting whereby she indicated that she did not see acts of fraud or malfeasance, but said that she had concerns regarding the city's accounting and use of SDC funds. Ms. Couch identified approximately \$2.5 million in suspected misspent SDC funds. City staff and the City Attorney have been working with Ms. Couch to reconcile her findings with city records. The resulting staff report to Council follows for review and discussion.

SUBMITTED BY: Ellen Barnes, City Manager

ALL AGENDA ITEMS MUST BE SUBMITTED BY NOON THE THURSDAY BEFORE THE SCHEDULED COUNCIL MEETING. LATE ITEMS WILL BE SUBMITTED TO THE CITY MANAGER FOR CONSIDERATION.

**Agenda Item**

**6.C**

City Recorder Use Only

# City of Molalla

## Systems Development Charge (SDC)

### Reconciliation and Plan for Correction

---

#### SDC Findings

Prior to 2009, System Development Charge (SDC) revenues and expenditures were not accounted for separately, as is required by state statute (ORS 223.311). SDCs were comingled with other revenues (grant funding, loan proceeds, etc.) and expenditures in capital improvement funds. The city had five capital improvement funds associated with each of the city's five utilities (water, sewer, storm water, streets, and parks). These funds were used to account for all capital improvement activities in the city, including SDC eligible projects.

In 2009, the City established dedicated funds to account for SDC revenues and expenditures separate from other capital project funding. Five SDC funds were created, one for each utility (water, sewer, storm water, streets, and parks). Journal entries were used to move revenues from the capital improvement funds into the newly created SDC funds. There is no documentation supporting the journal entries. There is no explanation indicating how it was determined how much to move from the capital improvement funds to establish the SDC funds.

A recent forensic financial investigation reviewed SDC expenditures made by the City between 2000 and 2011. The investigation revealed a suspected mis-expenditure of approximately \$2.5 million in SDC funds. A significant portion of these funds were spent on capital projects in the city, which occurred at more than five years ago. However, the accountant could not correlate those projects to capital improvement plans associated with any of the city's SDC methodologies. According to state statute, to use SDC funding, a project must be identified in a capital improvement plan included in an adopted SDC methodology (ORS 223.307).

State statute permits cities, at any time, to update the capital improvement plans associated with SDC methodologies to include new projects eligible for SDC funding (ORS 223.309). For unknown reasons, the city never actively maintained its capital improvement plans associated with the SDC methodologies to reflect changes in community needs.

Of the \$2.5 million in suspected misspent SDC funding, the forensic accountant determined that approximately \$2.2 million was spent on capital improvement projects within the community that likely would have been eligible for SDC funding but for an administrative oversight of not amending the capital improvement plans to include the projects in the relevant SDC methodologies.

Table 1 shows the reconciliation between the city's audited SDC fund balances as of 6/30/2012 and the proposed SDC fund balances identified by the forensic accountant. Row 3 shows the suspected misspent SDC funds identified by the forensic accountant. Row 4 shows SDC funds spent on capital



projects that likely would have been eligible for SDC funding but were not amended to the relevant SDC methodologies.

**Table 1: SDC Fund Balance Reconciliation**

		<b>Storm Water</b>	<b>Water</b>	<b>Sewer</b>	<b>Parks</b>	<b>Street</b>	<b>Total</b>
1	SDC Fund Balances per City Audit 6/30/2012	\$141,008	\$1,033,977	\$379,009	\$32,219	\$167,546	\$1,753,759
2	Proposed SDC Fund Balances per Forensic Audit 6/30/2012	\$350,852	\$1,539,120	(\$76,942)	\$498,705	\$1,941,634	\$4,253,369
3	Difference	(\$209,844)	(\$505,143)	\$455,951	(\$466,486)	(\$1,774,088)	(\$2,499,610)
4	SDC Funds Spent on Capital Projects Eligible for SDC Funding but Not Amended to a SDC Methodology	(\$208,355)	(\$190,107)	\$0	(\$6,616)	(\$1,841,286)	(\$2,246,364)
5	Reconciled Adjusted SDC Fund Balances 6/30/2012	\$142,497	\$1,349,013	(\$76,942)	\$492,089	\$100,348	\$2,007,005
6	Revised Difference	(\$1,489)	(\$315,036)	\$455,951	(\$459,870)	\$67,198	(\$253,246)

Line 6 of Table 1 shows the amount of SDC funds that need to be replaced in total and for each of the SDC funds. The sewer and street SDC funds indicate revenues in excess of what should be reported in each of those funds. Because of the lack of adequate documentation (due to the fact that in accordance with state record retention laws these documents have long since been destroyed), the city is unable to explain why these funds show revenues in excess of what was discovered during the forensic financial investigation. It is believed too much revenue was moved from the capital improvement funds and allocated to these funds when these SDC funds were established.

## Plan for Correction

Staff proposes a two-step plan for correction. First, the city needs to reconcile the existing SDC funds so that the funds accurately reflect the amount of money that should exist in each fund. Second, the City needs to update its SDC methodologies and capital improvement plans in order to avoid making errors similar to those described above.

Reconciling each SDC fund will include both repayment of misspent SDC money from non-SDC funds and rebalancing each fund to accurately reflect the balances that should have existed on 6/30/2011. As outlined in Table 2, this will be accomplished as follows:

1. Repayment of a \$175,000 interfund loan from the General Fund to the Water SDC Fund has been budgeted (part in FY 2011/12 and in 2012/13) and will be repaid in full by June 30, 2013.
2. The city believes the excess revenues discovered in the sewer and streets SDC funds are SDC revenues that were not classified into the correct SDC funds in 2009. Without documentation, the city cannot determine which funds should have received these revenues. These revenues will be redistributed to balance the other SDC funds.

**Table 2: SDC Fund Corrections**

		<b>Storm Water</b>	<b>Water</b>	<b>Sewer</b>	<b>Parks</b>	<b>Street</b>	<b>Total</b>
1	SDC Fund Balances per City Audit 6/30/2012 ( Table 1, line)	\$141,008	\$1,033,977	\$379,009	\$32,219	\$167,546	\$1,753,759
2	Reconciled Adjusted SDC Fund Balances 6/30/2012 (Table 1, line 5)	\$142,497	\$1,349,013	(\$76,942)	\$492,089	\$100,348	\$2,007,005
3	Amount to Correct (Table 1, line 6)	(\$1,489)	(\$315,036)	\$455,951	(\$459,870)	\$67,198	(\$253,246)
4	Repayment of Interfund Loan		\$175,000				\$175,000
5	Journal Entries to Balance SDC Funds	\$1,489	\$140,036	(\$379,009)	\$304,682	(\$67,198)	\$0
6	Corrected SDC Balances	\$142,497	\$1,349,013	\$0	\$336,901	\$100,348	\$1,928,759
7	Amount Remaining to be Paid Back	\$0	\$0	\$0	\$155,188	\$0	

As indicated in line 7 of Table 2, this proposed plan corrects for a \$76,942 deficit discovered by the forensic accountant as the 6/30/2011 ending fund balance in the Sewer SDC Fund and leaves \$155,188 remaining in the Parks SDC Fund that needs to be repaid.

State statute (ORS 223.302) requires that misspent SDC funds must be repaid within one year of a determination that the funds were misspent. The General Fund will be responsible for repayment of \$155,188 to the Parks SDC Fund. Staff will provide proposals for making this repayment as part of a supplemental budget process for this fiscal year, as part of the budget proposal for next fiscal year, or a combination of both.

City staff also has begun the process needed to update the city's existing SDC methodologies and capital improvement plans. It is staff's belief that by doing so, and continuing to do so on a regular basis, that the city will be able to avoid similar issues in the future. The first step in this process is for the city to contract with an asset management consulting firm to complete a capital asset inventory for the city. City staff has interviewed prospective firms and are prepared to recommend one of those firms to Council to approve award of a service contract. After the asset inventory is complete, then the city can proceed with updating capital improvement plans and the SDC methodologies. Staff anticipates completing updates to capital improvement plans and awarding a contract for updating SDC methodologies in spring of 2013.

# City Of Molalla

## City Council Meeting

### Agenda Category: New Business

**Subject:** Review and Motion to Award Contract for Asset Management Consulting Services

**Recommendation:** Discussion and Motion to Award Contract

**Date of Meeting to be Presented:** October 10, 2012

**Fiscal Impact:** approximately \$20,000 to \$40,000

**Background:**

To meet the GASB #34 requirement (criteria relating to the form and content of governmental financial statements) the city needs to complete and maintain a capital asset inventory. The city currently does not have such an inventory. The city auditors cannot give us an unqualified audit without an inventory of our capital assets. Also, the capital asset inventory is needed to complete city capital improvement plans and to update the city's SDC methodologies.

SUBMITTED BY: Ellen Barnes, City Manager

ALL AGENDA ITEMS MUST BE SUBMITTED BY NOON THE THURSDAY BEFORE THE SCHEDULED COUNCIL MEETING. LATE ITEMS WILL BE SUBMITTED TO THE CITY MANAGER FOR CONSIDERATION.

**Agenda Item**

**6.D**

City Recorder Use Only

### *What is the GASB?*

The GASB is the independent private sector organization, formed in 1984, that establishes and improves financial accounting and reporting standards for state and local governments. Its seven members are drawn from the Board's diverse constituency, including preparers and auditors of state and local government financial statements, users of those statements, and members of the academic community.

The mission of the GASB is to establish and improve standards of state and local governmental accounting and financial reporting that will result in useful information for users of financial reports and guide and educate the public, including issuers, auditors, and users of those financial reports.

### *What is GASB Statement #34?*

GASB Statement #34 establishes new criteria on the form and content of governmental financial statements. GASB Chairman Tom L. Allen called Statement 34 "the most significant change in the history of governmental accounting. It represents a dramatic shift in the way state and local governments present financial information to the public."

Under the new model, anyone with an interest in public finance—citizens, the media, bond raters, creditors, legislators, and others—will have more and easier-to-understand information about their governments.

Among the major innovations of Statement 34, governments will:

- Report on the overall state of the government's financial health, not just its individual "funds".
- Provide the most complete information ever available about the cost of delivering services to their citizens.
- Include, for the first time, information about the government's public infrastructure assets—such as bridges, public buildings/property, roads, and public works infrastructure.
- Prepare an introductory narrative section analyzing the government's financial performance.

Completion of a capital asset evaluation is necessary to:

- a. Present a complete non-qualified audit.
- b. Maintain an asset list for inventory / accounting.
- c. Assist in data for preparation for the capital improvement plan.
- d. Needed for SDC methodologies.

October 2, 2012

*Innovative Solutions. Accurate Valuations.*

**Office Locations**

**East**

*Pittsburgh, PA  
Philadelphia, PA  
New York, NY  
Delmar, NY  
Atlanta, GA  
Miami, FL*

**West**

*Los Angeles, CA  
San Diego, CA  
Oakland, CA  
Portland, OR  
Denver, CO*

**Central**

*Dallas, TX  
Chicago, IL  
Minneapolis, MN  
Milwaukee, WI*

**Proposal to Provide  
Professional Asset Inventory & Valuation Services**

**to:**

**The City of Molalla Oregon**

**Offered by:**

**AssetWORKS**  
APPRAISAL

Submitted by:

Mr. David E. Middendorf, MS, ASA, ARM-P

20055 SW Pacific Highway, Suite 107

Sherwood, Oregon 97140

503-925-8770 phone

503-925-8776 fax

[david.middendorf@assetworks.com](mailto:david.middendorf@assetworks.com)

October 2, 2012

Ms. Heather Penni  
Finance Director  
City of Molalla  
117 N. Molalla Avenue  
Molalla, OR 97038

***Re: Asset Inventory & Reporting Services***

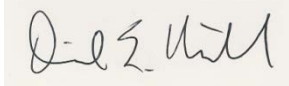
Dear Ms. Penni:

I appreciate the time spent meeting with you, Marc and Ellen to discuss the issues the City is having with asset management and the dialogue built to address these issues. Based on our discussion and the subsequent infrastructure information provided, I am pleased to provide this proposal for comprehensive Asset Inventory Services. These services are to be provided in order to develop compliant reporting of capitalized and critical assets. The resulting reports will be prepared in a GASB 34 and GAAP compliant format, providing the City with the ability to perpetuate the data for future use and compliancy efforts.

AssetWorks is uniquely qualified to provide asset inventory services to the City of Molalla with a history of success in projects of this type across the country for more than 20 years. Our innovative solutions and customized project plans have brought us to the forefront across the nation in terms of quality and customer satisfaction. We invite you to join us as a partner in implementing and maintaining proper stewardship of your real and personal property assets.

I, David Middendorf, will be the primary point of contact for this project and if I can be of any assistance, please contact me directly at 800-450-1198, 503-201-9537 or [david.middendorf@assetworks.com](mailto:david.middendorf@assetworks.com).

Respectfully submitted,



David Middendorf, ASA, ARM-P, MRICS  
Vice President of Development, AssetWorks, Inc.  
20055 SW Pacific Highway, Suite 107  
Sherwood, OR 97140  
503-925-8770  
503-925-8776 fax  
[david.middendorf@assetworks.com](mailto:david.middendorf@assetworks.com)  
<http://www.assetworks.com>

## TABLE OF CONTENTS

1.	Executive Summary.....	Page 1
2.	AssetWorks Qualifications & Experience.....	Page 2
3.	Project Scope & Approach.....	Page 3
4.	Onsite Services & Procedures.....	Page 4
5.	Methodology for Establishing Values.....	Page 5
6.	Timeline of Activities.....	Page 5
7.	Deliverables Process.....	Page 6
8.	Terms & Conditions.....	Page 7
9.	Fees & Authorization.....	Page 8

## 1. EXECUTIVE SUMMARY

**You can confidently select AssetWorks, Inc. as your partner to conduct your Asset Inventory Service for the following reasons:**

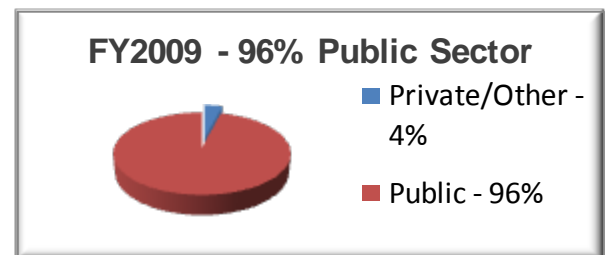
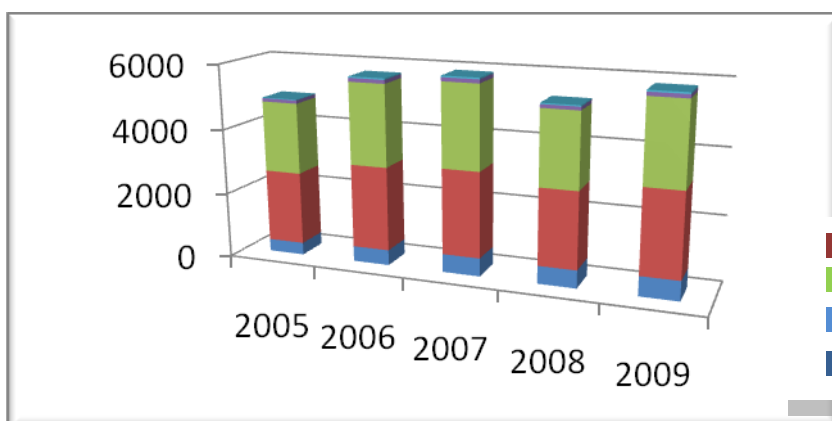
- We have been in the business of property appraisals for 20 years and have the reputation of being the “best of class” provider. We are already a trusted partner with municipalities across the United States who have utilized our appraisal services in years past.
- Our project team consists of full-time employees who are associated with the American society of Appraisers (ASA). Our team specializes in providing asset inventory services for accounting reporting and compliancy efforts.
- We have successfully provided property valuation and appraisal services for more than 5,000 entities across the United States, Europe, and Puerto Rico.
- Quality, communication and resulting customer satisfaction are our hallmarks.



AssetWorks, Inc. is a wholly owned subsidiary of Constellation Software, Inc., an international provider of market leading software and services to industries across both the public and private sectors. The organization has more than 2,200 employees and is publicly traded on the TSX under the symbol CSU. CSI's 2008 consolidated revenues exceeded US \$330 million.

**AssetWORKS** AssetWorks offers asset valuation solutions that embrace all aspects of capital asset and real property tracking, valuation and reporting. Our innovative solutions help organizations to vastly improve their asset management and tracking programs, insurance and accounting compliancy, generate detailed and customized reports, and much more. Maintaining a strong presence in the Western Region with offices in Los Angeles, San Diego, Oakland, Portland and Denver, AssetWorks has the experience, capacity and local presence to provide efficient and timely professional asset services.

AssetWorks' revenue is derived as follows:



- Insurance Services
- Accounting Services
- Asset Hardware
- Asset Software



## **2. ASSETWORKS QUALIFICATIONS & EXPERIENCE**

**To ensure mutual success, AssetWorks designates an empowered contact person who also serves as your Partnership Manager.**

Mr. David Middendorf is the designated contact person who is authorized to contract for AssetWorks. He is also the designated AssetWorks Partnership Manager for this project.

*The Partnership Manager ensures that a true partnership develops with the recognition that neither party can be successful if the other is not.*

Mr. Middendorf is well qualified to serve as the Partnership Manager. He is a current Vice President and a former Lead Appraiser with AssetWorks. His tenure at AssetWorks has included regional project management, the design, planning, and execution of numerous property appraisals and capital asset accounting studies for school districts municipalities, and various other public sector entities.

The administration aspect of this project will be headquartered from our Portland Area office with the onsite project team also being based out of our Oregon offices, comprised of:

### **Vice President of Operations – Mr. Gary Soucek**

Mr. Soucek has been serving public entities for over 30 years, specializing in asset valuation and compliancy projects across the country. He is the top appraiser in our organization and have dedicated him to lead this project along with Mr. Jackson Stahl, ASA (Sherwood, Oregon).

### **Data Collection Specialist – Mr. Jackson Stahl, ASA – Sherwood, OR**

Mr. Stahl has been serving our clients since 1998 and is a seasoned asset inventory project specialist. He has worked alongside Ms. Hou for many years and has managed numerous similar projects for municipalities.

### **Quality Control Review – Ms. Sandra Hou, ASA – Los Angeles, CA**

Ms. Hou is our Western Region Operations Manager and has attained the ASA designation, the highest available in the industry. Her experience has included asset inventory projects across the country, including serving as the Project Manager for CityCounty Insurance Services project in Oregon.

### **Lead Data Processor – Mr. Brett Johnson – Los Angeles, CA**

Mr. Johnson has been serving our clients since 1991 and is known as “Commander Data” within the organization due to his significant ability to accommodate complex data systems..

The AssetWorks Team performing the onsite asset inventory have all undergone background checks and fingerprinting by the Dept of Justice and are in compliancy with Code 45125.1. Each team member will wear a badge stating this, including a photo to fully identify by face and name.

### 3. PROJECT SCOPE & APPROACH

#### *Project Scope*

The scope of this project is focused on the proper stewardship of City assets as well as the compliancy requirements of GASB Statement 34. This includes the identification of assets/property as well as the determination of historical costs. Additionally, identifying depreciable lives and calculation of accumulated and annual depreciations will take place followed by reporting in a format that is both useable and compliant. Data will be provided in both hard copy and electronic formats suitable for Springbrook or other software system upload. An additional focal point will be the reconciliation of assets using the current City database as a baseline for the inventory efforts.

#### *Project Work Plan*

##### **Client Staff Expectations**

AssetWorks believes that clients retain our services with the expectation that AssetWorks staff, as paid professionals and consultants, will perform the necessary tasks in a high quality manner to successfully complete the project on time. We do, of course, view our clients as active participants and anticipate their assistance with the following:

- **Pre-Project Planning and Announcement** – AssetWorks will identify key items to have prepared for the project kickoff meeting. We ask that you prepare a memo for staff members to announce the project and give the general purpose and time frame.
- **Access to All Sites** – AssetWorks appraisers will be granted access to all sites and buildings based on a mutually agreed upon appraisal schedule.
- **Asset Interrupt** – We ask that the City pause any incoming/outgoing asset activity during this project.

##### **Project ‘Kickoff’ Meeting**

Our project team will hold a comprehensive project-planning meeting with City representatives prior to the commencement of onsite fieldwork. We advise that members of the administrative staff, purchasing, warehouse, facilities or other directly involved personnel attend this meeting. Topics of discussion include confirmation of project scope and deliverable time frames, the physical inventory schedule, accessibility to buildings, and contacts for each building or location. This meeting lays the foundation for the methods and procedures used during the onsite fieldwork.

##### **Fieldwork ‘Closeout’ Meeting**

Upon completion of the on-site investigation, the AssetWorks project manager will conduct a final closeout meeting with the City liaison. The focus is to ensure that all sites and properties have been accounted for and to answer any questions that may exist. This is also the time at which City staff should ensure that they have transferred all client supplied data to the project manager.

## **4. ONSITE SERVICES & PROCEDURES**

### **Machinery, Furniture & Equipment**

A detailed inspection and field inventory will be conducted at all buildings, identifying each capital asset by location, building and room. All assets included in our inventory and appraisal will be recorded and categorized by major account. This segregation of items will assist in reporting asset valuation totals for capital asset reporting formats. Our appraisers will utilize hand held computers equipped with laser scanners to document the required information for each asset where available:

- |                                |                                   |
|--------------------------------|-----------------------------------|
| a. Asset Identification Number | i. Building                       |
| b. Description                 | j. Site/Location                  |
| c. Quantity                    | k. Room/Sublocation               |
| d. Acquisition Date            | l. Cost Information               |
| e. Manufacturer                | m. Funding Source (Grant Assets)  |
| f. Model                       | n. Department                     |
| g. Serial Number               | o. Asset Classification           |
| h. Asset Account               | p. Miscellaneous (e.g. old tag #) |

AssetWorks appraisers will apply bar code tags assets where no tag exists and enter the tag numbers along with all the corresponding asset information into the database. Our base fee includes the cost of all tags necessary for the inventory and may use existing City tags if that is preferred.

**Control Assets** – Assets with an original cost more than \$500 or more, and having an estimated useful life of two years or greater will be inventoried and identified in reports, inclusive of all assets.

**Capital Assets** – All assets with an original unit cost of \$5,000 or more, and having an estimated useful life of two years or greater will be inventoried and identified individually and capitalized in the resulting reports and data. These reports are provided in order to comply with GASB Statement 34.

### **Buildings, Land & Infrastructure**

Assets within these classifications are reportable under GASB 34 guidelines and as a result, existing asset information will be utilized as they exist, depreciated and included in the final reports. This will provide a more complete and auditable product for the City to utilize. Our recent investigation of the City buildings for CIS provides valuable data for the 'buildings' class of assets. We will transfer all building entries that currently exist for the City as stated above, but for any buildings that we reviewed for CIS that don't exist in the City database, we will apply that information and valuation to ensure these buildings are now accounted for. This will bring about an even more comprehensive and complete database of assets for the City. For recent land and infrastructure assets that need implementation into the database, we ask that the City provide historical cost, dates and descriptions where possible. Where that information does not exist, AssetWorks will perform the research needed to incorporate a comprehensive reporting of real property owned by the City.

## 5. METHODOLOGY FOR ESTABLISHING VALUES

Our investigation of each property will follow generally accepted appraisal techniques and valuations in accordance with the Uniform Standards of Professional Appraisal Practice (USPAP). This includes the use of various research sources to develop the cost conclusions for each building. Sources include price lists, trade journals, industry publications, technical and pricing subscription services, internet sources and inquiries with local producers as well as direct cost research. Assets are depreciated on a straight-line basis.

The **Direct Costing** method will be used where historical data is readily available from City records. The actual purchase cost and acquisition date will be maintained for those assets by utilizing the current Oracle database as a baseline of data.

The **Standard Costing** is used when inventoried assets not reconciled to a historical record receive an estimated cost, where possible, based upon a standard cost (a known average installed cost for a like unit) at the estimated acquisition date.

The **Normal Costing** method will be used where no historical information is readily available. These assets will be valued on a current basis and back-trended to an estimated date of acquisition to estimate the original cost. During the costing and valuation procedures, all items will be assigned a useful life. The useful life of an item will determine its approximate replacement year.

## 6. TIMELINE OF ACTIVITIES (TO BE DETERMINED)




AssetWorks' automated approach and depth of experienced staff qualify us to complete all phases of this project in a timely fashion. Upon receipt of your authorization, AssetWorks will arrange a 'Kickoff Meeting' with the City along with the transition of data in preparation for the project.

ID	Task Name	Start Date	End Date	Duration	2011		
					March	April	May
1	Project Award	3/1/2011	3/1/2011	1d			
2	Project Preparation	3/2/2011	3/25/2011	18d			
3	Onsite Fieldwork	3/28/2011	4/15/2011	15d			
4	Offsite Valuations	4/18/2011	5/6/2011	15d			
5	Data Formatting & Review	5/9/2011	5/20/2011	10d			
6	Preliminary Reports Delivery	5/23/2011	5/27/2011	5d			

## **7. DELIVERABLES PROCESS**

### ***Reconciliation Process***

Upon completion of the onsite fieldwork and offsite valuations, a data match comparing the existing current City database to the database of information recorded during the onsite fieldwork will occur resulting in the following electronic .pdf reports:

-  **Inventoried Assets – “Matches”**
-  **Exceptions Assets – “Not Found”**
-  **Additional Assets – “New Assets”**




Quality control is implemented during this stage through project manager assets review in coordination with the lead data processor to ensure all assets are allocated into the applicable category. This occurs on two levels utilizing the asset and inventory experience of the onsite project manager as well as the technology employed by the lead processor.

### ***Preliminary Reports***

Based upon the reconciliation process, draft summary and detail reports will be sent to the City via email in .pdf format for review. We provide two weeks (or more as requested) to determine acceptability of the final data. Though we do not expect changes to occur at this time, this gives a final opportunity to fine tune the data and make adjustments prior to hard copy reports preparation and electronic database distribution to the City.

### ***Final Reports***

Upon acceptance of preliminary reports, AssetWorks will immediately prepare and deliver final reports in electronic and hard-copy format.

-  **Hard Copy Reports**
  - Includes:**
    - 1) Certification Letter
    - 2) Accounting Summary
    - 3) Accounting Detail
    - 4) Depreciation Reports
    - 5) Additional Reports (As requested by the City)
-  **Electronic Reports on CD**
  - Includes:**
    - 1) .pdf Files of all Hard Copy Reports
    - 2) Excel File of Reports Data
-  **AssetMaxx Upload & User Access Enabled**

## **8. ASSETMAXX (Provided at no added cost for the first year)**

### *AssetMAXX™ Web-Based Property Management System*

We are pleased to offer AssetMAXX, a web-based program allowing public entities to securely maintain, collect, and retrieve property and asset data over the internet. Easy asset maintenance and overall system navigation are the cornerstones of the AssetMAXX design. AssetMAXX has a general look and feel that users are accustomed to when using the web and is the most comprehensive and flexible property management tool available in the industry. Because AssetMAXX is a web-based solution, it provides users with significant advantages over traditional client-server or stand-alone software:

- AssetMAXX avoids the need for the large capital outlay associated with software purchases.
- Users access the application over the world wide web, eliminating the added internal need for costly hardware and time consuming maintenance.
- Application and data are housed on AssetWorks' hardware at the AssetWorks data center. This ensures that the system is always optimally configured.

AssetMAXX encompasses all areas of capital asset and real property tracking and reporting to include:

- Fast, Reliable and Easy Access to Data
- Secure Server Location and Administration
- Secure Authentication, Data Encryption and User Log for Accountability
- Supports Unlimited Number of Users
- Multiple Levels of Security and Access Permissions
- Digital Photo Interface
- GASB 34 Compliant Features and Reports
- Both Standard and Ad Hoc Reporting Features
- Supports Multiple Depreciation Methods and Capitalization Levels
- Data Import and Export Capabilities

**The AssetMAXX pricing schedule is subscription based. Users pay a fixed annual fee of \$1,500, which provides them with access to their database. The fee includes:**

- 24 hour access to AssetMAXX
- All license and maintenance fees
- Unlimited help desk support
- Automated trending of values

All system maintenance (database administration, network maintenance, etc...)

**Free Online Demo available at [www.assetmaxx.com](http://www.assetmaxx.com)**

## 9. TERMS & CONDITIONS

- 1) AssetWorks shall provide guidance in determining the data required for purposes of the contemplated services. The City agrees to provide all data specifically requested, including documentation and information to AssetWorks in a timely manner. AssetWorks shall assume without incurring liability therefore, that all data so provided is correct and complete.
- 2) In the event that the City provides additional and/or corrected data, documentation and information at a later date, AssetWorks' efforts with respect to such additional and/or corrected data, documentation and information shall be deemed additional services and compensated in addition to the fees set forth herein based on applicable hours, professional fees and expenses.
- 3) The City acknowledges project completion upon delivery of final reports.
- 4) The fees proposed in this contract are valid for a period of 90 days.
- 5) To the extent a claim is not covered by the required insurance, each party agrees that each party's total liability for any and all damages whatsoever arising out of or in any way related to this Agreement from any cause, including but not limited to negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not, in the aggregate, exceed the total amount of this Agreement. To the extent a claim is covered by the required insurance, each party's total liability will be limited to the amount of required insurance.
- 6) The City and AssetWorks shall each retain ownership of, and all right, title and interest in and to, their respective pre-existing Intellectual Property, and no license therein, whether express or implied, is granted by this Agreement or as a result of the Services performed hereunder. To the extent the parties wish to grant to the other rights or interests in pre-existing Intellectual Property, separate license agreements on mutually acceptable terms will be executed.
- 7) AssetWorks will invoice for 70% of fees during the fieldwork portion of the project with the final contract amount invoiced with our final reports

## 9. FEES & AUTHORIZATION

Please return a copy of this executed agreement to the attention of the undersigned via fax at 503-925-8776 and the original project fees page mailed back to this office. All professional fees outlined below are in US Dollars and include out-of-pocket expenses. The TOTAL investment is as follows:

### Professional Services Fees

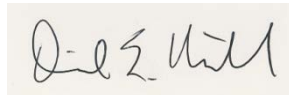
**Asset Inventory & GASB 34 Reporting Services - \$ 36,980**

**Asset Inclusions – Machinery & Equipment  
Buildings & Structures  
Land Improvements  
Infrastructure  
Land Parcels  
Licensed Vehicles**

**Perpetuation Option – AssetMaxx Web Application**

RESPECTFULLY OFFERED BY:

**AssetWorks, Inc.**



David E. Middendorf, ASA, ARM-P  
Vice President  
AssetWorks, Inc.

Date: October 2, 2012

ACCEPTED BY:

**City of Molalla, Oregon**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**\*If the City would like deliverables in a 100% electronic format, please indicate so by initialing the box:**





September 21, 2012

CURRAN-McLEOD, INC.  
CONSULTING ENGINEERS

6655 S.W. HAMPTON STREET, SUITE 210  
PORTLAND, OREGON 97223

Ms. Heather Penni, Finance Director  
City of Molalla  
117 N. Molalla Avenue  
Molalla, OR 97038

RE: CITY OF MOLALLA  
GASB 34 ASSET INVENTORY

Dear Heather:

We appreciated meeting with you, Ms. Barnes and Marc Howatt this week to discuss the City's need for an inventory of the infrastructure assets to comply with GASB 34 requirements. We have reviewed the master planning information provided by Marc and can envision a rough scope of work and timeline required to prepare inventories for your use.

Our proposed scope of work includes tabulating a spreadsheet which identifies each infrastructure asset by size, i.e., pipeline diameters, roadway areas, drainage facilities, park acreage, as well as an inventory of improvements and equipment such as buildings, treatment basins, storage reservoirs, etc. We would include the assets of the water, stormwater, sanitary sewer, transportation and parks systems.

The finished product we anticipate would be a spreadsheet with quantified summaries of assets and application of pricing factors to determine the current replacement cost of all assets. If the City is able to provide the original construction costs or date placed in service, we will deflate the asset values to the original year.

We were indicating that the modified approach was a more appropriate way to proceed. However, for some fixed assets, such as buried pipelines, maintenance and upgrades are not typically undertaken. In those cases, a depreciation schedule would be appropriate. For all accessible facilities, such as the wastewater treatment and water treatment and storage facilities, a modified approach may be more appropriate to minimize accounting efforts. That is obviously your accountant's decision.

In a review of the master planning documents supplied to our office, some utilities already have a very detailed inventory that can readily be incorporated into the spreadsheets, including the stormwater system, water system and the parks & recreation system. There were no comparable inventories available in the Transportation System Plan, or in the Wastewater Treatment Facility Operation and Maintenance Manual. We would anticipate there are other documents that better define the sanitary sewer collection and treatment system.

Many of the work tasks will require assistance of the City staff. What is not available in the Master Planning documents will require staff assistance to research older maps or construction

Ms. Heather Penni  
September 21, 2012  
Page 2

plans to support an inventory. We would expect that the City has a wastewater collection system map but that a transportation system street summary may need to be generated to inventory this asset. Additionally, the stormwater, water and parks plans are several years old and will need to have any recent construction incorporated into the inventory.

Our staff is available to complete inventories of these infrastructure improvements or to assist the City staff in compiling the data. Due to the tight timelines, we are proposing a scope of work that would be completed within 45 days and completed on an hourly basis in whatever role the City would like us to be involved. Our office can immediately prepare the inventories for the water, storm and park systems, and allow time for the City to compile information for the sanitary and street systems, or we can also complete the field data accumulation.

This first inventory may want to use an arbitrary higher limit for what is capitalized versus expensed in order to minimize the initial work task. The City may then provide an inventory in greater detail for the next three year cycle if desired. We also recommend that the City contract with the local representative of Adahara Systems to complete a detailed condition index of the transportation system for the next three year update to stay in compliance with the GASB regulations.

We would propose to complete our efforts on an hourly basis per the Standard Hourly Rate Schedule attached to this letter, with a not to exceed budget. We estimate our staff time over the next 45 days would be approximately 160 - 180 hours with an estimated cost of approximately \$18,000 - \$20,000. We have included an estimated 16 hours of field time to tour all of the City's assets to prepare the inventory. We estimate the following time allocation:

<i>Public Infrastructure Component</i>	<i>Data Compilation (hrs)</i>	<i>Asset Valuation (hrs)</i>	<i>Total Hours (hrs)</i>
Water System	24	16	40
Stormwater	10	6	16
Sanitary Sewer	40	16	56
Transportation	40	8	48
Parks & Rec	4	4	8
Total Estimated Hours			168

Ms. Heather Penni  
September 21, 2012  
Page 3

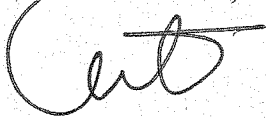
Hassan Ibrahim, P.E. would be the project engineer involved in compiling most spreadsheets; my role as Project Manager would be to generate the raw data for Hassan's summaries, and to prepare defensible cost estimates for the assets. Our deliverable would include current replacement value for all assets, which your accountant can then both deflate and depreciate based on the year the asset was placed in service if you elect to use that methodology, or pursue the modified approach. We will also provide an estimated useful life for all assets.

We can provide data to you in a block format compiling each generic size or type, specific location format, i.e., street by street, or decade by decade format, i.e., totaling all street improvements together by decade of construction, or any format you elect. We can easily deflate the asset values in our excel spreadsheets if the City provides the years the facilities were placed in service. The depreciation schedules would need to be prepared by the City's accountant.

We have attached information on our firm and project staff for your review. We would appreciate the opportunity to assist the City. If you have questions or would like additional information, please call.

Very truly yours,

CURRAN-McLEOD, INC.



Curt J. McLeod, PE  
Principal

Enclosures: Professional Biographies  
Standard Hourly Rate Schedule



# INTRODUCTION

CURRAN-McLEOD, INC. Consulting Engineers was established in September of 1983 with the purpose of providing engineering services for municipal organizations. CURRAN-McLEOD, INC. has been active in the engineering market developing specialty experience and capability in all phases of municipal engineering services including:

*Water Supply and Distribution*

*Wastewater Collection and Treatment*

*Storm Drainage Management and Control*

*Transportation System Development*

*Feasibility Studies and Master Planning*

*Special Financing Districts, Connection and Development Charges*

CURRAN-McLEOD, INC. has made a commitment to provide innovative engineering services which meet unique local physical and financial constraints.

Patrick D. Curran, P.E. has been a registered Professional Engineer since 1965, practicing in the Oregon marketplace. His education includes a Bachelor of Science from the University of Portland and a Master of Science in Civil Engineering from Oregon State University.

Curt J. McLeod, P.E. is a registered Professional Engineer in Washington, Oregon and California, and has been working in the Municipal engineering industry since 1976. His Bachelor of Science degree was conferred in Civil Engineering by Oregon State University, with a major emphasis on Hydraulics and Transportation.

Our corporate vision is to provide cost effective, innovative engineering services by applying advanced technology and design principles to support client capabilities.

**CURRAN-McLEOD, INC., Consulting Engineers**

6655 SW Hampton Street, Suite 210 Portland, OR 97223

Ph. (503) 684-3478 Fax (503) 624-8247 [cmi@curran-mcleod.com](mailto:cmi@curran-mcleod.com)

# **CURRAN-McLEOD, INC.**

## **Consulting Engineers**

**CURRAN-McLEOD, INC., Consulting Engineers**, provides a full range of engineering services to municipal and industrial clients in Oregon and Washington. Our services include:

### **WATER SUPPLIES AND SYSTEMS**

- Source surveys and development
- Water Treatment Plant design
  - a. Slow sand filters
  - b. Conventional filtration (high rate/direct filtration)
  - c. Pressure filtration
  - d. Water softening and contaminate removal
- Distribution system survey and computer analysis
- Reservoir storage analysis and design
- Master planning and capital improvement plans
- Operations and Maintenance, rate studies and financial planning

### **MUNICIPAL/INDUSTRIAL WASTEWATER SYSTEMS**

- Collection system analysis and design
- Infiltration and Inflow (I&I) surveys
- Wastewater Treatment Plant design
  - a. Fixed Film Reactors (Trickling filters, RBC, ABF)
  - b. Suspended Mass Reactors (Activated Sludge Contact Stabilization)
  - c. Trickling Filter / Activated Sludge combinations (TSFC)
  - d. Aerated Lagoons; Facultative Ponds
  - e. Industrial pre-treatment and chemical neutralization
- Pump Station design
- Master planning and capital improvement plans
- Operation and Maintenance, rate studies and financial planning

### **STORM DRAINAGE SYSTEMS**

- Master planning and capital improvement plans
- Field analysis, catchment delineation, computer-assisted analysis
- Pipeline sizing and design
- Detention and Retention structures
- Pump Station design
- Stormwater Control Ordinances



## **TRANSPORTATION SYSTEMS**

- Traffic Safety studies
- Route and movement design, signalization, channelization
- Secondary highway and street design
- Master planning and capital improvement plans

## **RECREATIONAL FACILITIES**

- Park layout and design
- Bicycle paths
- Waterfront facilities and marinas

## **FIELD SERVICE**

- Design surveys and construction layout
- Construction observation and inspection
- Quality control inspection and testing
- Trouble shooting and operational analysis

## **MAPPING**

- Utility System inventory mapping
- Master Plan mapping
- Aerial Photography mapping

## **FINANCING PROGRAMS**

- Local Improvement Districts
- State grant/loan programs
  - a. Community Development Block Grant
  - b. Department of Transportation
  - c. Department of Environmental Quality
  - d. Department of Ecology
  - e. Water Resources Department
- Federal grant/loan programs
  - a. Farmers Home Administration
  - b. Department of Housing and Urban Development
  - c. Environmental Protection Agency
  - d. Economic Development Administration

## **CONSULTANT SERVICES**

- Geotechnical and Hydrogeological
- Electrical Engineering
- Structural Engineering

# CURT J. McLEOD, P.E.

## Principal Engineer

Mr. McLeod is a Principal Engineer with CURRAN-McLEOD, INC. and is responsible for coordination and preparation of all designs and construction management efforts. He has extensive experience in all phases of Water and Wastewater System Development, Transportation Systems, Storm Drainage management and Municipal Services.

Mr. McLeod has been in responsible charge of design, construction and administration of municipal improvements since 1978. His projects vary from providing engineering advice as City Engineer to design and construction engineering for infrastructure development.

Mr. McLeod has been in direct charge of numerous water system improvements including master planning, conservation planning, design and construction administration. He has developed treatment programs to satisfy the Safe Drinking Water Act, Surface Water Treatment Rule, Lead and Copper Rule requirements as well as storage and distribution system demands on systems varying from 50 gpm to 12.0 MGD.

Mr. McLeod has been in responsible charge of numerous major sanitary sewerage projects including master planning, collection system improvements, pumping and design and construction of treatment facilities. Sludge disposal experience includes thickening and dewatering projects as well as lime stabilization design and construction in compliance with federal regulations found in 40 CFR 503. He has been involved with several effluent reuse projects including zero discharge and agronomic irrigation applications with fixed systems, wheel lines and irrigation circles. Wastewater System project sizes have varied from as small as 20,000 gpd to 9.3 MGD.

Since formation of CURRAN-McLEOD, INC., Mr. McLeod has been closely involved in the day to day operation of numerous Municipalities and Utility Districts. He continues to provide development review, assistance in formation of Special Financing Districts, System Development Charge methodologies, asset inventories, and assistance in coordination of funding programs.

### REPRESENTATIVE PROJECTS

*Water Treatment Plant Expansion, Arch Cape, Oregon*  
*Wastewater Treatment Plant Expansion, Canby, Oregon*  
*Wastewater Treatment Plant Expansion, Depoe Bay, Oregon*  
*Wastewater Treatment Plant Expansion, Estacada, Oregon*  
*Flood Damage Reconstruction, Estacada, Oregon*  
*Water Source, Treatment, Storage & Distribution, Idanha, Oregon*  
*Water System Improvements, Knappa, Oregon*  
*Wastewater Treatment Plant Expansion, Odell, Oregon*  
*Wastewater Lagoon & Effluent Irrigation, Ontario, Oregon*  
*Water Treatment Plant Expansion, Ontario, Oregon*  
*Wastewater Treatment Plant Expansion, Sandy Oregon*  
*Water Treatment Plant Expansion, Sandy, Oregon*

### EDUCATION

BSCE, 1978, Oregon State University

### REGISTRATION

Professional Engineer  
Oregon #11529  
Washington #20580  
California #33324

### AFFILIATIONS

American Society of Civil Engineers

American Water Works Association

Water Environment Federation

Pacific Northwest Pollution Control Assoc.

American Consulting Engineers Council

Consulting Engineers Council of Oregon

# HASSAN A. IBRAHIM, P.E.

## Project Engineer

Mr. Ibrahim is a registered professional engineer in Oregon. He has designed and managed a variety of municipal engineering projects since 1987, while specializing in utilities and roadway design.

Public and private projects include the design of roads and streets, intersections, pedestrian access and walkways, curbs/sidewalks, erosion control, storm water systems, sanitary sewers, water mains and waterworks site design.

Mr. Ibrahim is experienced in project construction. He has provided contractor coordination, negotiations, cost estimates, construction specifications, field inspections, monthly payment estimates and interpretation of documents.

Mr. Ibrahim offers the knowledge of municipal public works from both the public and private sectors. His designs of subdivisions, streets, drainage and storm water detention systems have satisfied the rigorous requirements of Washington County, Clackamas County and Clean Water Services. In addition, he has designed public and private storm water systems serving other cities and counties statewide.

His competent approach to the regulatory authorities has gained their confidence and serves the client by promoting expeditious processing of permits, easements and approvals. He is all business when it comes to serving the needs of clients ethically and responsibly.

Mr. Ibrahim combines a high level of engineering competence and a thorough understanding of regulatory and project management needs. His service to clients results in project satisfaction and performance.

### EDUCATION

B.S. Civil Engineering,  
Portland State University,  
1985

### REGISTRATION

Professional Engineer  
Oregon # 17219

### REPRESENTATIVE PROJECTS

*Willamette River Treatment Plant; City of Wilsonville*

*South Front Street Reconstruction; City of Woodburn*

*Settlemyer Avenue Rail Road Crossing; City of Woodburn / ODOT / UPRR*

*S. Maplelane Road / S. Waldow Road & S. E. 97<sup>th</sup> Ave. / Mt Scott Creek Waterline Crossing; Clackamas River Water*

*East Hardcastle Ave Reconstruction (LID); City of Woodburn*

*S. W. Hall Blvd Widening & S. W. Wall St. (LID); City of Tigard*

*Sequoia Parkway; City of Canby*

*Logging Road Industrial Park; City of Canby*

*Berg Parkway; City of Canby*

*Bluff Road / Pleasant Street Improvements; City of Estacada*

*Regan Hill Road Improvements; City of Estacada*

*Upper Boones Ferry Road; City of Durham*

# STANDARD HOURLY RATES

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Effective January 1, 2011

Senior Principal Engineer	\$ 124.00
Principal Engineer/Manager	114.00
Project Engineer/Project Manager	104.00
Design Engineer	104.00
Design Technician	72.00
Graphics Technician	56.00
Word Processing	50.00
Resident Project Representative	65.00

## REIMBURSABLE EXPENSES

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Reproduction expenses are at cost.

Auto expenses reimbursed at 50.5¢ per mile.

Meals and Lodging at cost.





October 3, 2012

Heather Penni, Finance Director  
City of Molalla  
117 N. Molalla Avenue  
Molalla, OR 97038

Subject: Proposed Asset Valuation Project

Dear Ms. Penni:

This letter contains a proposed scope of work and budget for an asset valuation project for the City of Molalla, based on my recent meeting with you and Ellen Barnes and Marc Howatt.

## Background

My understanding is that the City needs consulting assistance in the development of an inventory and depreciation schedules for the City's fixed assets. The inventory should contain both estimated historical costs and estimated reproduction costs for all City-owned fixed assets, along with expected useful life, annual depreciation, and an estimate of accumulated depreciation as of the end of fiscal year 2011-12.

There are four purposes for this inventory.

1. A fixed asset inventory is needed in order to be in compliance with Generally Accepted Accounting Principles. The City's auditors have indicated that this is a requirement for a clean audit opinion. Without at least an estimate of original costs, annual depreciation, and accumulated depreciation to date, the City's accounting books are incomplete.
2. An inventory that includes accumulated depreciation is one useful source of input in the development of an updated capital improvement program (CIP).
3. An estimate of original costs is necessary to have a legal basis for updated systems development charges (SDCs).
4. Estimated reproduction costs are also needed for the City's property insurance.

Because in the past the City has not maintained historical cost records for fixed assets, developing an inventory at this point will require a large amount of cost estimating, which is one of the primary purposes of this proposed contract.

If follow-up consulting services are needed after the fixed asset inventory is built—particularly in updating the City's SDCs—FCS GROUP would be able to provide that analytical support.

## Qualifications

We propose to carry out this scope of work with a team drawn from three consulting firms: FCS GROUP as the prime contractor, 3J Consulting as a subcontractor focusing on infrastructure assets, and Architectural Cost Consultants (ACC) as a subcontractor focusing on buildings.



FCS GROUP is a leading consulting firm providing financial and management analysis to local governments. Since 1988, we have delivered high-quality financial analysis in over 1,800 engagements to over 425 cities, counties, and other local governments across the western U.S. We have offices in Portland, San Francisco, and Redmond, Washington. One of the core areas of our practice has been the development of legally defensible SDCs. We have also performed a wide variety of cost-of-service and rate studies, long-term financial plans, utility appraisals, and similar analyses.

I have been a project manager for the firm for over five years. Previously I worked for over 20 years in budget and financial management positions within city governments, including as Financial Manager for the City of Portland Parks & Recreation and as Assistant Finance Director for the City of Bellevue, Washington. Since joining FCS GROUP in 2007, I have concentrated on three main areas of expertise: cost of service and rate studies for utilities and other local government services, utility valuations and acquisitions, and financial management practices. I'll attach my resume to this letter.

In our proposed scope of work, I would be responsible for overseeing the overall project. In a project like this, there is a significant role for City Public Works staff in identifying the assets so they can be subject to a cost estimate. Part of my role would be make sure that the information provided by City staff is adequate for the engineers and architectural estimators to be able to provide reproduction cost estimates. I would also serve as a general problem-solver and "fill in the gaps" person, performing research needed to estimate the cost of certain specialized types of assets that are beyond the expertise of engineers and architects—library books, for example, or equipment in an aquatics center. Much of the expertise that qualifies me to do this work has come from my experience doing utility appraisals, which are largely based on asset cost. But much of it also comes from my long experience inside City finance departments, gaining a broad knowledge of City operations and the types of facilities and equipment necessary to provide municipal services. For some of the spreadsheet analysis, including creating depreciation schedules, I will rely on Tage Aaker, an Analyst with FCS GROUP who reports to me. I have worked with Tage on several projects over the past year. He is a quick study and very handy with a spreadsheet.

The primary subconsultant on this team is 3J Consulting, an engineering and land use planning firm based in Beaverton, headed by John Howorth. We will rely on 3J Consulting's engineering expertise to provide reproduction cost estimates of the water system, sewer system, storm drainage system, street system, parking lots and paved areas, and parks system. ("Reproduction cost" estimates are similar to "replacement cost" estimates. Replacement costs assume existing conditions, while reproduction costs assume "green field" conditions. For instance, in order to *replace* a sewer pipe under a street, you would have to dig up the street and then replace the street afterwards. However, the cost of *reproducing* that sewer pipe assumes just the initial construction of the pipe. In this project we are concerned with *reproducing* the original costs, in today's dollars.) An overview of 3J Consulting and resumes of John and other key employees are attached to this letter.

In addition, I plan to subcontract with Architectural Cost Consultants (ACC) for reproduction costs of the City's buildings and furnishings. ACC has been providing cost-effective estimating services to Portland's architectural community since 1988. The ACC principal in charge of this engagement would be Stan Pszczolkowski, who has helped lead ACC since 1994. Stan's resume and a profile of ACC are also attached to this letter.

## Approach

The estimates will not be extremely detailed or precise—often they will be rough estimates based on general cost indices or comparable purchases in other cities. In engineering terms, they will be “Class 5” or “planning-level” estimates. However, our primary goal in this engagement will be to provide at least a reasonable basis for every cost estimate for every fixed asset owned by the City.

Following are the major tasks that we envision for this project.

### Task 1: Data Collection and Project Coordination

We will conduct a kickoff meeting in which all key members of the project team—including the City staff members—will discuss roles, tasks, and deadlines. This will include site visits to the major buildings and above-ground assets.

I will create a format for the inventory and valuation estimates. We will depend on the City staff to identify the fixed assets owned by the City, their characteristics, and the approximate year when each fixed asset was placed in service. The system plans for water, sewer, storm drainage, streets, and parks already contain much information about existing assets, but that information might have to be updated, or more detail might be needed in order to prepare reproduction cost estimates. Generally, the people who maintain the systems will have the best knowledge of what things they are maintaining, and what the City maintains is the best clue about what the City owns.

The more information that can be given about a given asset, the more accurately it can be evaluated. For example, if the pipe diameter and type of pipe (ductile iron vs. PVC, for example) is known, it should be identified for the 3J Consulting engineers. Otherwise, they will make assumptions based on the City’s Public Works Design Standards. For assets acquired in the past ten years, including most rolling stock and the re-constructed wastewater treatment plant, we will draw on the City’s accounting history as a starting point. However, the General Ledger accounting data might not identify individual assets very clearly—costs for some kinds of assets might be lumped in with other expenditures—so we might need to either receive guidance from the City staff or make assumptions.

### Task 2: Reproduction Costs - Infrastructure

For Task 2, 3J Consulting will prepare planning-level estimates of the reproduction cost and expected useful life of the fixed assets in the City’s major infrastructure systems—water, wastewater, storm drainage, streets, parking lots and paved areas, and parks.

### Task 3: Reproduction Costs - Buildings

For Task 3, the City staff will need to provide a detailed list of the components and specifications for each City-owned building, including the building shell for the water treatment plant and other utility structures. For instance, how many square feet of carpet, or carpet-tile, or tile? How many (and what type) plumbing fixtures? How many square feet of what kind of roof? How many (and what type) light fixtures? Someone on the staff will need to walk through each building with a tape measure and a checklist (which I will provide) in order to create these specifications. As part of my initial site visit, I will help with the walk-through of one of the buildings, but it is still a significant work element for the City staff.

Based on these specifications, ACC will estimate the reproduction cost of each building and its furnishings. We will also make some broad assumptions about the expected useful life for the buildings and their components.

#### Task 4: Valuation of Rolling Stock and Other Assets

Task 4 consists of developing cost estimates for assets that are not buildings and not part of the major infrastructure systems. Both Public Works and Police maintain inventories of vehicles; we will compare those with cost data from the City's accounting system to estimate the value of the rolling stock. Based on research with outside parties and also City staff, we will estimate the cost of library books and furnishings and Aquatic Center furnishings and equipment. (Both the Library and Aquatic Center buildings are owned by the School District; we are assuming that the building shell and major components are outside the scope of this project, but the furnishings and equipment are owned by the City.) For City-owned land, we will use some rough per-square-foot estimates that will be developed after reviewing County tax records and perhaps talking with one or more realtors in the area. We will rely on information from City staff and data from the accounting system in order to estimate the cost of computer and office equipment.

#### Task 5: Depreciation Schedules and Documentation

The final task includes converting reproduction costs into estimated original costs, subtracting inflation from today's dollars to the assumed date when each asset was placed in service, using historical data from the Engineering-News Record (ENR) Construction Cost Index. Then, based on City-provided information about the approximate age of each asset, we will create a depreciation schedule that identifies annual depreciation on a straight-line basis and accumulated depreciation through the end of fiscal year 2011-12. In order to minimize the cost of this project, our documentation will very limited—mostly just a cover memo followed by a very long spreadsheet. The cover memo will describe the general methodology used for different types of assets, but there will not be a line-by-line description of the basis for each asset value. Instead, the key deliverable will be the inventory itself and depreciation schedule, which the City will then be able to maintain in future years through a year-end capitalization process.

#### Cost

Our proposed budget for this project would be \$37,000. The attached spreadsheet breaks out the budget by task and subtask. Given the citywide scope of this effort, the City can allocate this cost across multiple funds. Hourly rates for all classifications are shown on the attached schedule.

#### Schedule

We expect to be able to start the project as soon as a contract is approved. At that point, we can schedule the kickoff meeting and initial site visit, and I will develop the format for the inventory. For this particular project, the City staff is a significant part of the team, and their part of the work occurs at the front end of the project. We can complete the inventory and depreciation schedule about 4-6 weeks after receiving all of the inventory information from City staff, so it is possible that the work could be complete by the end of December. However, it would be prudent for the City to request a two-month extension on the filing of its 2011-12 financial statements in case this project is not completed until January 2013.

City of Molalla Asset Valuation Project

Proposed Project Budget

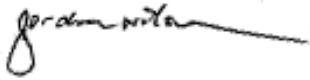
FCS GROUP, 3J Consulting, and Architectural Cost Consultants

Tasks	FCS GROUP					3J Consulting			Total 3J Consulting	Architectural Cost Consultants			Total Architectural Cost Consultants	Project Budget	
	Project Manager Wilson	Principal Findlay	Analyst Aaker	Admin Support	Total FCS GROUP	Principal Engineer/ Planner	Project Manager	Project Engineer/ Planner		Principal	Senior Estimator	Estimator		Hours	Cost
Hourly Rate ==>	\$175	\$200	\$100	\$70		\$120	\$110	\$100		\$141	\$112	\$78			
<b>Task 1: Data Collection and Project Coordination</b>															
1.1 Project kickoff meeting and initial site visit	8.0						8.0			4.0				20.0	\$ 2,844
1.2 Create format for inventory & valuation estimates	4.0													4.0	700
1.3 Collect and organize inventory & expenditure data	10.0													10.0	1,750
1.4 Project coordination	4.0			3.0			4.0							11.0	1,350
Task 1: Data Collection and Project Coordination	26.0	-	-	3.0	29.0	-	12.0	-	12.0	4.0	-	-	4.0	45.0	\$ 6,644
<b>Task 2: Reproduction Costs - Infrastructure</b>															
2.1 Water System							8.0	26.0						34.0	\$ 3,480
2.2 Sanitary Sewer System							8.0	26.0						34.0	3,480
2.2 Storm Drainage System							2.0	15.0						17.0	1,720
2.4 Street System							2.0	15.0						17.0	1,720
2.5 Facility Yards/Parking Areas						4.0	4.0	24.0						32.0	3,320
2.6 Parks System								26.0						26.0	2,600
2.7 Other Infrastructure							8.0							8.0	880
Task 2: Reproduction Costs - Infrastructure	-	-	-	-	-	4.0	32.0	132.0	168.0	-	-	-	-	168.0	\$ 17,200
<b>Task 3: Reproduction Costs - Buildings</b>															
3.1 Help City staff specify building components	4.0													4.0	\$ 700
3.2 Cost estimating for building components										4.0	22.0	26.0		52.0	5,056
Task 3: Reproduction Costs - Buildings	4.0	-	-	-	4.0	-	-	-	-	4.0	22.0	26.0	52.0	56.0	\$ 5,756
<b>Task 4: Valuation of Rolling Stock &amp; Other Assets</b>															
4.1 Rolling stock	2.0		6.0											8.0	\$ 950
4.2 Library books, land, aquatics equipment	12.0													12.0	2,100
4.3 All other assets	6.0													6.0	1,050
Task 4: Valuation of Rolling Stock & Other Assets	20.0	-	6.0	-	26.0	-	-	-	-	-	-	-	-	26.0	\$ 4,100
<b>Task 5: Depreciation Schedules &amp; Documentation</b>															
5.1 Convert replacement cost to estimated original cost			8.0											8.0	\$ 800
5.2 Create depreciation schedules			12.0											12.0	1,200
5.3 Prepare documentation	4.0	1.0												5.0	900
Task 5: Depreciation Schedules & Documentation	4.0	1.0	20.0	-	25.0	-	-	-	-	-	-	-	-	25.0	\$ 2,900
<b>Total Labor:</b>	54.0	1.0	26.0	3.0	84.0	4.0	44.0	132.0	180.0	8.0	22.0	26.0	56.0	320.0	\$ 36,600
Direct expenses:		\$ -					\$ 400								\$ 400
<b>PROJECT TOTALS:</b>	54.0	1.0	26.0	3.0	84.0	4.0	44.0	132.0	180.0	8.0	22.0	26.0	56.0	320.0	
Hours:															
Cost:	\$ 9,450	\$ 200	\$ 2,600	\$ 210	\$ 12,460	\$ 480	\$ 5,240	\$ 13,200	\$ 18,920	\$ 1,128	\$ 2,464	\$ 2,028	\$ 5,620		\$ 37,000

September 3, 2012  
City of Molalla  
Page 6

Thanks for calling us about this engagement. I truly hope that we can be useful to the City. If you have further questions, give me a call at 425-867-1802, extension 224.

Sincerely,



Gordon Wilson  
Project Manager

Enclosures: Billable Hourly Rates  
Gordon Wilson resume and project list  
Architectural Cost Consultants: Company Profile and Resume of Stan Pszczolkowski  
3J Consulting: Company Overview and Resumes of Key Employees



**Billable Hourly Rates**

**FCS GROUP:**

Principal	\$200
Project Manager	\$175
Analyst	\$100
Administrative Support	\$70

**3J Consulting:**

Principal Engineer	\$120
Project Manager	\$110
Project Engineer	\$100
Principal Planner	\$120
Project Planner	\$100
Project Designer	\$90

**Architectural Cost Consultants:**

Principal	\$141
Senior Estimator	\$112
Mechanical/Electrical Estimator	\$112
Estimator	\$78



## GORDON WILSON – PROJECT MANAGER

*M.B.A., Harvard Business School*

*M.P.P., Kennedy School of Government, Harvard University*

*B.A., Political Science, Brigham Young University*

Gordon Wilson is a project manager with FCS GROUP with expertise in financial and organizational analysis for local governments. He has over 20 years of experience working in finance and management for city governments, most recently as the accounting/treasury manager and assistant finance director at the City of Bellevue. His experience allows him to approach management and finance consulting projects from a client perspective. Since joining FCS Group in 2008, he has conducted cost-of-service and user fee studies, designed long-term financial forecasting tools, advised clients on financial management practices, and analyzed the impact of reorganizations and intergovernmental partnerships, and helped determine wholesale rates. His work has dealt with water and sewer utilities, law enforcement, parks and recreation, and other local government services.

Mr. Wilson spent 11 years as the financial manager for the City of Portland Parks and Recreation, where he oversaw budget and accounting, financial analysis, performance measurement, and information technology, with additional experience in risk management and strategic planning. Prior to that, he spent five years as a principal financial analyst in the City of Portland budget office and two years as a financial analyst for the City of Corvallis, Oregon. From 1990 to 2004, he served as adjunct professor at Portland State University and Lewis & Clark College, where he taught graduate courses in government financial management and public budgeting.

### SELECTED PROJECT EXPERIENCE – September 2012

#### ***Cost of Service and Rate Analysis - Utilities:***

- ◆ City of Bellingham – Water, Wastewater and Stormwater Rate Study (underway 2012)
- ◆ Mukilteo Water and Wastewater District – Water and Wastewater Rate Study (2011), Support for Wholesale Rate Negotiations (underway 2012)
- ◆ Lakehaven Utility District, WA – Overhead Analysis (2010), Water and Wastewater Rate Study (2011), Revised Capital Facilities Charge Methodology (2012)
- ◆ Mason County, WA – Financial Plan and Regulations for New Belfair Sewer Utility (2011)
- ◆ Kennewick Irrigation District, WA – Utility Rate Study (2010)
- ◆ Ronald Wastewater District, WA – Revised Methodology for General Facilities Charge (2010)
- ◆ Clark Regional Wastewater District, WA – Review of General Facilities Charge Methodology (2008), Design of Overhead and Engineering Service Charges (2009)
- ◆ Firgrove Mutual Water Company, WA – Analysis of Potential Federal Tax Liability (2009)
- ◆ City of Aumsville, OR – Review of Utility Rate Design (2009)
- ◆ Suncadia Water Company (Roslyn, WA) - Water Tariff and Financial Plan (2008)
- ◆ City of Santa Paula, CA – Impact of Alternative Water Recycling Facility DBOF Proposals (2008)

#### ***Utility Mergers, Acquisitions, and Appraisals:***

- ◆ Yolo County, California – Appraisal of Wild Wings Water and Sewer Systems (underway 2012)
- ◆ PremierWest Bank (Medford, OR) – Appraisal of Private Water System (2010, updates in 2011 and 2012)
- ◆ City of Vallejo, California – Water System Appraisal and Economic Analysis (2011)

- ◆ City of Bellingham and Lake Whatcom Water/Sewer District, WA - Water/Sewer Merger Impact Study (2009)
- ◆ Clark Regional Wastewater District, WA – Impact of Acquisition of Neighboring Sewer Utility (2009)
- ◆ Scottsdale, AZ – Impact of Acquisition of Neighboring Water Utility (2009)
- ◆ Tulalip Tribes (Marysville, WA) – Valuation of Marysville West Water/Sewer Systems (2009)
- ◆ Clark Regional Wastewater District and City of Vancouver, WA - Merger Impact Study (2008)
- ◆ Haines Borough, AK – Impact of Acquisition of Neighboring Water/Sewer Utility (2008)

***Financial Management Practices and Organizational Analysis:***

- ◆ Washington State Auditor's Office – Review of Performance-Based Contracting in State Agencies (2011)
- ◆ Startup Water District – Revised Chart of Accounts and Recommended Financial Practices (2010)
- ◆ City of Oceanside, CA – Definition of Expendable Fund Balance for Utility Funds (2010)
- ◆ City of Yelm, WA – Interim Finance Technical Advisory Services (2009)
- ◆ Washington State Office of Financial Management – Audits of Contracting Process (2007 and 2009)
- ◆ City of Woodburn, OR – Review of Internal Controls (2009)
- ◆ Hayden Area Regional Sewer Board, ID – Review of Organizational Structure and Administration (2009)
- ◆ City of Bend, OR - Long-Term Financial Forecast Model (2008)
- ◆ Coal Creek Utility District, WA – Audit Review (2008)
- ◆ King County, WA - Five Year Business Plan for Radio Communications Services (2007)
- ◆ King County Council, WA - Business Plan for the Office of Economic and Financial Analysis (2007)

***Cost of Service and Rate Analysis – General Government:***

- ◆ Local Hazardous Waste Management Program in King County, WA – Evaluation of Rate Design Alternatives for Solid Waste Fees (2010, updates in 2011 and 2012)
- ◆ City of Covington, WA – Parks and Recreation Financial Plan (2010)
- ◆ City of Burien, WA – Recreation Cost of Service Study and Recommended Fee Policy (2009)
- ◆ Spokane County, WA – Law Enforcement Cost Allocation Plan and Jail Rates (2009)
- ◆ City of Newport, OR – Indirect Cost Plan and Comprehensive Fee Study (2009)
- ◆ Clackamas County Sheriff's Office, OR – Law Enforcement Cost of Service Analysis (2008)
- ◆ City of Vancouver, WA - Recreation Cost of Service Study and Policy Analysis (2008)
- ◆ Snohomish County, WA – Cost of Service Analysis for Plant Programs (2008)

# Architectural Cost Consultants, LLC

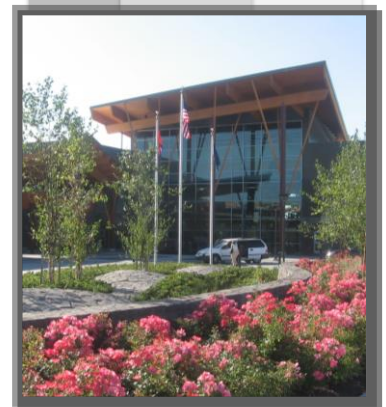
## *Company Profile*

Architectural Cost Consultants was established in 1988 with the purpose of providing an effective tool for architects, owners and developers to monitor and control costs throughout the entire design process. Stan Pszczolkowski, Principal, has been involved in the estimating component of the architectural field since 1977 and, with 90 years combined experience in the architectural and estimating field, the ACC team uses their architectural training and background to build realistic, detailed cost models early in the design process.

At ACC, we understand that the establishment of budgets and control of building costs during the programming and design phases of a project is an interactive process. That's why we work closely with designers, engineers, owners and contractors and encourage close scrutiny of estimates and validation of assumptions by all members of the project team.

Detailed and easy-to-read cost estimates will prove to be important through the design development and construction document phases. Stan will be principal-in-charge and project manager on your project, while he'll work closely with the ACC team to ensure the most accurate estimate possible. The ACC team provides detailed quantity take-offs and cost estimating for all divisions of the work (from landscape through electrical), using the most applicable take-off processes & software.

Architectural Cost Consultants, LLC (ACC) is certified as an Equal Employment Opportunity employer with The City of Portland. ACC is registered with the Secretary of State of Oregon, Corporation Division, registration # 610780-86.



# Architectural Cost Consultants, LLC

## *Bio and Resume*

### Stanley J. Pszczolkowski

Stan has been involved in estimating for over 35 years and brings a wealth of knowledge to each project. He is a registered architect in 3 states and has been licensed for over 30 years. Having been involved with almost every type of project, Stan has an in depth understanding of what it takes to deliver a comprehensive and accurate estimate while taking into account all aspects of the design, planning, and building process. Stan works tirelessly with owners, architects, and developers to estimate and control costs at every phase of the design process, thus ensuring your costing experience is one of complete thoroughness and accuracy.

#### Education

Texas Tech University, 1977, Bachelor of Architecture

#### Registration

State of Oregon, 1982, #2396

State of New York, 1986

Commonwealth of Massachusetts, 1992

#### Certifications

NCARB, 1984

#### Professional Experience

Architectural Cost Consultants, LLC - Portland, OR

1994-Present, Principal

KRI Management/Kennedy & Rossi Construction - Arlington, MA

1991-1994, Sr. Planner

SAE Carlson Design Construct - Cochrane, MA

1990-1991, Chief Estimator

Dimeo Construction - Providence, RI

1988-1990, Senior Planner

Thorndike Construction/Development - Bainbridge, MA

1987-1988, Chief Estimator

Skidmore, Owings & Merrill - New York, NY

1986-1987, Chief Estimator, Associate





## *Bio and Resume*

Emerick Construction- Portland, OR

1983-1986, Senior Estimator

Skidmore, Owings & Merrill - Portland, OR

1977-1983, Chief Estimator, Associate

### Organizations

American Institute of Architects

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## 3J Consulting—Company Overview

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### *Company Overview and Background*

3J Consulting was incorporated as an "S" corporation in 2009, by John Howorth, PE. 3J Consulting is registered to do business in the state of Oregon (614780-96) and is a registered emerging small business (#6424). 3J Consulting is a professional engineering and land use planning firm that offers Civil Engineering, Water Resources, Land Use Planning, Program Management, Project Management, and Construction Management. 3J has six full time dedicated staff members to provide high level expertise and service on 3J's projects. 3J is conveniently located off of Canyon Road in Beaverton, Oregon with quick access to the City of Tigard and other locations throughout the Portland metropolitan area. 3J has the management skills, technical capabilities, and the resources available to complete any civil project, from initial investigations to final completion. John Howorth, President is authorized to negotiate contracts with the City and can be reached at (503) 946-9365 or [john.howorth@3j-consulting.com](mailto:john.howorth@3j-consulting.com).

3J has an excellent record of project delivery, which is consistent, reliable, and cost-effective. 3J's team have more than 20 combined years of Civil Engineering assessments, design, construction, and project management. 3J has worked for both public and private clients providing us with experience in balancing the cost of improvements when designing built environments. The project team for this contract will be co-led by John Howorth, Brian Feeney, and Andrew Tull, depending upon the specific requirements of each individual project. John, Brian, and Andrew's considerable experience with public works design, entitlement, and construction will undoubtedly assist the City in the completion of any of the upcoming projects. A team organizational chart has been provided below:

The team at 3J Consulting have been directly involved in designing and managing the projects shown in the Respondent's Capabilities section of this proposal. In addition, John, Brian, and Andrew have worked on several other interesting and diverse projects that have all contributed to their ability to effectively and efficiently manage not only the Civil and Land use scopes, but all aspects of the project. Most recently, the 3J team has been involved in the design and delivery of several public infrastructure projects for the City of Amity and Independence, as well as parks, fields, and facilities for Tualatin Hills Park and Recreation District. 3J's teams also have recent experience working on projects with the Oregon Department of Transportation, the City of Beaverton, several of the local school districts including the Tigard/Tualatin School District as well as projects for several private developers and local businesses.



### John Howorth, PE PRINCIPAL ENGINEER/OWNER



John Howorth has 15 years of broad experience in civil works for both contractors and project owners on projects in Alaska, Arizona, California, Idaho, South Carolina, Oregon and Washington. His construction experience includes cost estimating, scheduling, cost control, and management and administration for contractors. His consulting engineering experience includes planning, design, and engineering management of projects for developers, public works agencies, school districts, and industrial building owners. These projects have included water resources, marine, highway, green streets, utilities, bridges and land development, in addition to land use planning and landscape architecture assignments.

John's design expertise, broad range of experience, and proficiency in scheduling, estimating, cost tracking, and document management has been crucial to his success in managing engineering and construction projects. He is skilled in using specialized scheduling software, such as Microsoft Project and Primavera, to provide real-time information from which to make project decisions.

His success is a result of thinking first at a overview level, and giving his team a constant look at the overarching project goals, while remaining flexible for innovative improvements and continuing cost savings. His aggressive approach to quality, on-time, under-budget work product, along with team building, focuses the team's energies on the project objectives. John employs advanced project management tools including detailed project scope documents, modified schedules, detailed work plans, detailed design schedules and close tracking of scope, quality, schedules, work accomplished, and budgets to achieve results. He works with the project owner to evaluate cost-saving measures for both design and construction, while maintaining quality. John applies this approach at different levels of detail from either a small pathway or a large public works project.

- ◆ Education:  
B.S. Civil Engineering,  
University of Idaho
- ◆ Years Experience: 15
- ◆ Licenses: PE
- ◆ Affiliations:
  - American Society of  
Civil Engineers, Member  
(ASCE)
  - American Council of  
Consulting Engineers,  
Member (ACEC)
  - City of Tualatin  
Architectural Review  
Board, Member
  - City of Tualatin Core  
Area Parking District  
Board, Member
  - City of Tualatin TSP  
Task Force, Committee  
Member
  - Home Builders  
Association, Member  
(HBA)
  - Clackamas County  
Business Alliance, Board  
Member (CCBA)

- ◆ Education:  
B.S. Horticulture, Kansas  
State University  
M.S. Landscape  
Architecture, Washington  
State University
- ◆ Years Experience: 10
- ◆ Affiliations:
  - American Planning  
Association, Member
  - Urban Land Institute
  - Urban Development  
Institute
  - Home Builders  
Association, Vice Chair  
Political Action  
Committee

### Andrew Tull PRINCIPAL LAND USE PLANNER/OWNER



Andrew Tull has more than 10 years of experience as an urban designer, land use planner, entitlement specialist, and project manager. Andrew's experience includes both design and statutory approvals for both private and public development projects throughout the western United States and internationally. His consulting experience includes planning design, entitlements, and management of projects for government agencies, special utility districts, and for private developers. Andrew has worked on projects of all sizes including large scale multi-square mile master plans to small single family home sites.

Andrew's master planning experience and entitlement experience has given him a comprehensive understanding of the land planning process. Andrew understands that the development of land requires a collaborative approach therefore he often works closely with the other disciplines including economists, other planners, wetland biologists, civil engineers, traffic engineers, geotechnical engineers, geologists, and arborists in support of exemplary planning efforts.

Andrew is a skilled strategist when it comes to obtaining entitlements for projects. Having the a good understanding of Oregon's planning system, several years experience on local government design review boards, and having close relationships with the engineers, has allowed Andrew to focus on the path of least resistance to obtaining difficult entitlements. His approach, along with a carefully cultivated rapport with staff, allows Andrew an impressive success rate.



### Brian Feeney, PE CIVIL PROJECT MANAGER



Brian Feeney is a Project Manager with over 14 years of civil engineering experience with multi-discipline consulting and development expertise. He has extensive experience in public works projects from his early days as a public inspector at the City of Beaverton to the contract engineer for the City of Amity and Independence. Brian has proven proficiencies in management, team coordination, client communication, and public involvement as it relates to public works projects.

Brian is experienced in road improvements, downtown revitalization plans, water line replacement projects, storm drainage upsizing and replacements, sanitary sewer line upsizing and repair, street widening, public facilities upgrades such as parking lots, and other public works projects for several small municipalities in Oregon. Brian assists the agencies with permitting of the projects, bidding, and construction management as the owner's representative. Brian has been instrumental in keeping the City of Independence's current projects moving ahead despite City staff reductions.

Brian also has extensive experience in managing the design, entitlement, permitting, bidding, and construction management of land development projects, specifically: retail/commercial, industrial/office, mixed use, multi-family, franchise utility, LEED/sustainable design, and urban civil design projects for nationally and internationally recognized companies such as Kohl's, Home Depot, and others.

As the Civil Project Manager, Brian is involved from the project's inception to completion, overseeing all phases of design, from the upfront feasibility of a project through project completion. He thoroughly enjoys being a team player working closely with his clients on both large and small project seeing their vision turned into reality.

- ◆ Education:  
B.S. Civil Engineering,  
Portland State University
- ◆ Years Experience: 14
- ◆ Licenses: PE
- ◆ Affiliations:
  - American Society of  
Civil Engineers, Member  
(ASCE)
  - American Council of  
Consulting Engineers,  
Member (ACEC)
  - American Public Works  
Association, Member
  - Home Builders  
Association, Member  
(HBA)
  - NAIOP Member

- ◆ Education:  
B.S. Civil Engineering,  
University of Portland
- ◆ Years Experience: 10
- ◆ Licenses: PE
- ◆ Affiliations:
  - American Society of  
Civil Engineers, Member  
(ASCE)

### Jesse Emerson, PE CIVIL ENGINEER



Jesse Emerson has 10 years of experience as a civil engineering designer working on private and public development projects throughout the western United States.

Jesse is a Civil3D expert in grading, pipe networks, hydraulics, plan and profiles. Jesse also is proficient in the use of WaterCAD, AutoTurn, and hydraulic modeling software such as XPSWMM. All of Jesse's projects are reviewed in three dimensions to reduce and eliminate potential grade issues and if complex enough, clash detection throughout the storm drainage system, sanitary sewer system, and other utilities beneath the ground.

Jesse's responsibilities on a project include civil engineering design, construction administration support, infrastructure design, hydraulic modeling, custom site layout, grading, storm water drainage design, sanitary sewer design, and project coordination. He has the knowledge and experience to provide the economical, aesthetic and enduring designs required to turn concept into form.



- ◆ Education:  
B.S. Environmental Engineering, Oregon State University
- ◆ Years Experience: 8
- ◆ Licenses: PE
- ◆ Affiliations:
  - American Society of Civil Engineers, Member (ASCE)
  - American Council of Consulting Engineers, Member (ACEC)

### Kathleen Freeman, PE, CFM WATER RESOURCES ENGINEER



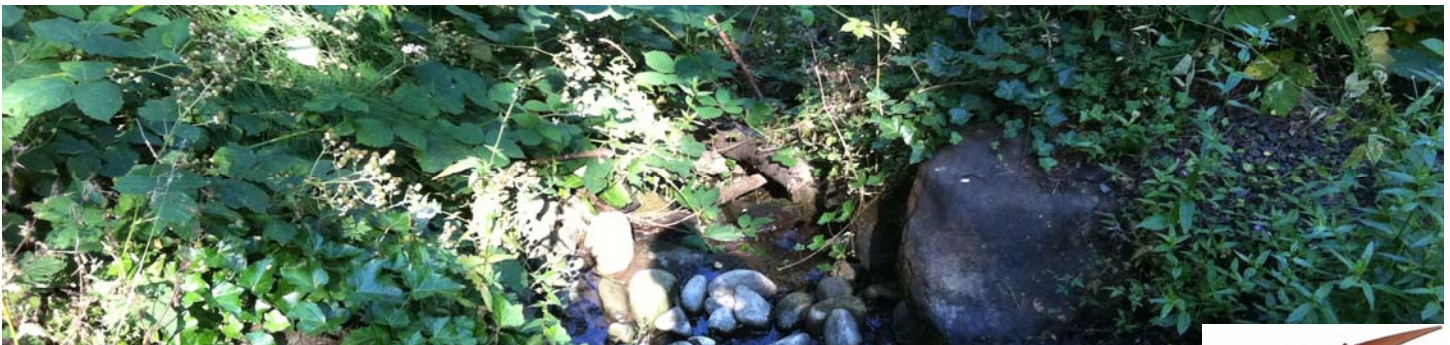
Kathleen is a registered Professional Engineer and a Certified Floodplain Manager with 3J Consulting. Kathleen merges the technical aspects of engineering with the vision of the client and successfully manages projects to meet deadlines and program budgets. Kathleen produces floodplain and floodway delineations for bridge and culvert designs, and drainage hazard area delineations in accordance with the Federal Emergency Management Administration (FEMA) requirements which sets up the parameters of site design, programmatic limitations, and permitting requirements.

Kathleen also provides technical support to the design team by preparing comprehensive storm water management plans for new projects and helps prepare creative solutions for existing facilities to meet the current standards in water quality and detention.

Kathleen researches all aspects of the storm water system for each project, including the upstream contributing areas and systems, downstream system and potential deficient areas, the site constraints and proposed development, and summarizes the detailed code requirements from the local agencies. Finally, she prepares the necessary documents required by the local agencies which includes a list of solutions to handle the storm water for the project. This initial effort provides the framework for the design as it moves through the concept phase to completion.

Kathleen's expertise involves the design of low impact storm water management systems, the preparation of watershed analysis including capacity analysis, modeling of channels and floodplain/floodways, and downstream analyses. Kathleen is proficient in XP Software's XPSWMM and she provided technical support to XP Software's clients for two years. Kathleen also is skilled in the use of Civil 3D, HEC-RAS, StormShed, and other storm water modeling software to meet the needs of the project team, jurisdiction, or agency.

Kathleen's responsibilities on a project include water resource engineering expertise and technical support in hydrology, hydraulic modeling, and storm water drainage design.





## 3J Consulting—Public Works Projects

### *Projects with Government Agencies:*

#### **City of Independence**

- North Riverside Park Public Works Improvements
- Independence Air Park Storm Study
- Independence Civic Center\*
- Downtown Revitalization Phase II\*
- F Street Bridge Public Improvements\*

#### **City of Amity**

- Wastewater Treatment Plant Phase 2 Improvements
- Downtown Phase II Improvements
- Downtown Phase I Improvements\*
- 2010 Waterline Replacement Project

#### **City of Oregon City**

- South End Concept Plan
- 2010 Small Works Projects\*
- City Hall Parking Lot Renovations\*

#### **City of Beaverton**

- Hocken Bridge Replacement & Beaverton Creek Enhancement\*
- Murray Boulevard: 143rd Ave. to Cornell Rd. Intersection\*

#### **City of Portland**

- Police Training Facility

#### **Washington County**

- Cornelius Pass Road: Baseline to Aloclek\*

#### **Multnomah County**

- Cornelius Pass Road: Safety Study Alternatives

#### **Oregon Department of Transportation**

- Cornelius Pass Routing Alternatives Analysis
- Region 3 Bridge Replacement Hydraulic Analysis\*

#### **Tualatin Hills Park and Recreation District (THPRD)**

- Graf Meadow Trail Improvement Project
- Aloha Swim Center Pervious Concrete Parking Lot
- Sunset Swim Center Pervious Concrete Parking Lot
- Portland Timbers Practice Facility
- New Operations & Maintenance Center
- Rock Creek Recreation Center Waterless/Vaulted Restrooms
- Waterhouse Trail Crossing @ Walker
- North Fanno Creek Trail Extension
- McMillan Park Culvert Removal & Stream Restoration
- Matrix Hill Park Rock Fall Fence Extension



#### **Portland Community College**

- Campus Wide UIC Retrofit Program
- Multiple Campus ADA Upgrades\*

#### **Hillsboro School District**

- Jackson Elementary LEED EBOM Certification
- Jacobson Road Permitting
- Century Student Health Clinic
- WL Henry Sanitary Sewer Extension
- Poynter Middle School Drainage Improvements
- Miller Educational Facility Lot Consolidation
- Rosedale Elementary School—LEED Gold\*
- Quatama Elementary School\*
- Lincoln Street Elementary\*
- Free Orchards Elementary School\*
- South Meadows Elementary School\*
- Liberty High School Athletic Fields\*

#### **North Clackamas School District**

- Rowe Middle School Pervious Parking Lot
- Rowe Middle School Frontage Improvements\*
- Milwaukie High School Retaining Wall Modifications\*
- Ardenwald Elementary School Offsite Improvements\*

*\*Denotes projects completed prior to the formation of 3J or by staff members prior to joining 3J Consulting.*

