



Molalla City Council

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

April 11, 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.

992nd Regular Meeting

1. CALL TO ORDER

- A. Flag Salute.
- B. Roll Call.
- C. Approval of Minutes: March 14, 2012

2. COMMUNICATIONS

- A. Board, Committee and Commission Minutes: Molalla Arts Commission Minutes; 3/26/2012
- B. Molalla's Wild River BBQ Cookoff Presentation

3. AWARDS & RECOGNITIONS

- A. Dan Hitchcock (ret. General) Oregon National Guard to Present Certificate of Appreciation to Mayor Clark for Supporting the Military with Veteran's Day Program

4. PUBLIC HEARINGS**5. CONTINUING BUSINESS****6. NEW BUSINESS**

- A. Rights of Use of Riding High Bucking Horse Logo
- B. Communities that Care Funding
- C. Review Warrant Register

7. ORDINANCES**8. RESOLUTIONS**

- A. Resolution 2012-12: A Resolution Approving an Administrative Cost Allocation Plan
- B. Resolution 2012-13: A Resolution Establishing A Molalla Arts Commission Fund
- C. Resolution 2012-14: A Resolution Establishing A Fox Park Pavilion Fund
- D. Resolution 2012-15: A Resolution Establishing A Logging Mural Fund
- E. Resolution 2012-16: A Resolution Establishing A Molalla Police Department Special Revenue Fund
- F. Resolution 2012-17: A Resolution Declaring an Unforeseen Occurrence in the Adult Center Fund and Recognizing and Appropriating Beginning Fund Revenues
- G. Resolution 2012-18: A Resolution Declaring an Unforeseen Occurrence in the Aquatic Center Fund and Recognizing and Appropriating Beginning Fund Revenues
- H. Resolution 2012-19: A Resolution Declaring an Unforeseen Occurrence in the Library Fund and Recognizing and Appropriating Beginning Fund Revenues
- I. Resolution 2012-20: A Resolution Adopting A Supplemental Budget and Making Supplemental Appropriations for Fiscal Year 2011-12
- J. Resolution 2012-21: A Resolution Authorizing Interfund Transfers
- K. Resolution 2012-22: A Resolution Recognizing Molalla Centennial 2013 As the Representative for the City in Connection with the 2013 Centennial

9. PROCLAMATIONS**10. REPORTS AND ANNOUNCEMENTS**

- A. City Manager Report
- B. Upcoming Council Agenda Items
 - a. Fee in Lieu of Parks Calculation
 - b. Formation of Stone Place Reimbursement District
 - c. Annexation of Properties Into City Limits

11. EXECUTIVE SESSION**12. ADJOURNMENT**

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ATTENDANCE: Mayor Mike Clarke, Present; Councilor Stephen Clark, Present; Councilor George Pottle, Present; Councilor Jimmy Thompson, Excused Absence; Councilor Dennis Wolfe, Excused Absence; Councilor Jim Needham, Present; Council President Debbie Rogge, Present.

STAFF IN-ATTENDANCE: City Manager, Ellen Barnes; City Recorder, Sadie Cramer; Finance Director, Heather Penni. Tiffany Couch, Forensic Auditor of Acuity Group.

MINUTES

Councilor Rogge made a motion to approve the minutes of February 8, 2012 and February 13, 2012 with submitted corrections. Councilor Clark seconded. Motion carried 5-0.

WRITTEN COMMUNICATIONS

The Molalla Arts Commission submitted minutes of their February 2012 meetings as information for Council review.

Doug Neeley, Mayor of Oregon City attended the meeting to inform the general Molalla area of the 4 day closure of HWY 213 and I-205 on-ramps due to the Highway 213 Jughandle Project phase that's taking place on March 23, 2012. He recommends anyone who need to access I-205 to do so by using I-5 instead of going through Oregon City. Details of this project can be found at www.Jughandleproject.com

VERBAL COMMUNICATIONS

Jim Taylor President of TEAM Molalla and a business owner asked about the EID statements and when they will be sent out. FD Penni stated she is currently working on the reports and she is waiting on responses before forwarding that item onto TEAM.

Taylor announced that TEAM has received 7 strong applicants for the Executive Coordinator position with TEAM. They will be doing phone interviews next week and hope to have a replacement soon.

Taylor asked about the Molalla Forest Road Feasibility Study and if it's still in the process. CM Barnes stated that the county is waiting on final edits before moving forward on this project but it is being worked on.

Taylor said the TEAM board feels strongly about keeping Urban Renewal and that it will be a future asset to Molalla. The TEAM board encourages the Council to retain it because it can do great things for a community; an example is the city of Canby, Oregon.

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Taylor invited everyone to attend a welcoming reception at 5:30pm at the Masonic Lodge for Ellen Barnes on March 15, 2012.

AWARDS AND RECOGNITIONS

Chief Lucich introduced Chaplin Ken Wakefield who was sworn in this evening as the Molalla Police Department Chaplin by Mayor Clarke. Chaplin Wakefield will be able to offer his support to our community, Police Department personnel and other city staff as well.

CONTINUING BUSINESS

FORENSIC FINANCIAL INVESTIGATION INTRODUCTION AND OVERVIEW

Tiffany Couch, CPA/CFF, CFE of Acuity Group introduced herself and presented staff and council with a report she had prepared. This packet was entered into the public record as EXHIBIT "1" into the agenda record. Couch went through the submitted exhibit with Council.

Couch addressed the general question of how the city got into this financial situation. She reported that in her review of various city records there is indication that the city is dealing with a cascading effect due to spending over the course of several years and various events. She directed Council to Exhibit "1" page 2 noted as Exhibit "A" in her report.

One of the first things she noticed from the audits fund by fund, there were several funds that had negative balance which is reflected in Exhibit "A". When there's a negative balance shown this is saying the city spent more money than they should have or borrowed money from funds without authorization.

Couch addressed Exhibit "B" in her report. This exhibit shows that the city spent money that they didn't budget to spend. It shows between 2008-2011, there were several items causing a cumulative negative balance in excess of 1.5 million dollars by her calculations at this time. This is a result of spending more money then was budgeted for year after year.

Needham questioned the \$409,535 amount listed for 2008. He asked if that was money spent that the city didn't budget for and what was that money spent on. Couch confirmed that it was money spent that was not budgeted and she still has to look at the items in more detail but it appears the monies were spent on city business. No indication of fraud has occurred at this time but she needs to look deeper into the details before confirming that.

Clark asked about the negative fund balances at the end of the year; why the yearly budgets don't show a negative balance and if this was something the auditor should have caught. He stated the auditors should have found that and asked why these weren't reflected in the audits?

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Couch stated that the negative amounts were caught and reflected in the audits. That is noted in Exhibit "A" of the Acuity Group Exhibit "1" packet. After reviewing the budgets the negative balances are present and it appears it has happened several times.

Needham asked how these funds could have been spent without inner-fund transfer authorization. Couch stated that in general all the money received by the city goes into one account. The money is physically there but it has to be divided into smaller funds/line items by the city. Examples of smaller funds/line items are water utility or sewer utility accounts. These smaller funds make up the large sum of money that is carrying the city as a whole. Some of those small funds were being used to cover negative balances.

Exhibit "C" looks at the 2012 budget where Couch broke down each fund with the money coming in versus money going out from 2008 -2011. When you look at the first few lines of the report the total budgeted revenues are actually \$600,000 more then what came in during 2011 and \$800,000 more then 2010.

In box 2 of Exhibit "C" there was a decrease in expenditures from the prior years' actual budgeted amount.

When you look at the total revenues budgeted it was \$758,500.00 in revenue over disbursement line items and in her opinion didn't make sense for the city to do at that time.

Other things that contributed to the situation:

- Lack of foresight in current economic climate which she has seen in other municipalities.
- Currently the Library, Aquatic Center nor the Adult Center are not bearing the cost of administrative overhead and she recommends that a cost allocation plan should be considered.

Couch moved onto Exhibit "D" which is a summary of what the ending year balance is projected to be. She made some observations based on Exhibit "D":

- Current general fund is going to be in the negative by the end of this year.
- The water and sewer funds have thin margins for a utility. If there is a major catastrophe, the city would have very little funding to correct a substantial issue.
- System Development Charges are very restrictive. Sewer SDC funds appear to have been used for a \$210,000 transfer that was done to pay for the Debt Retirement Fund. Current sewer SDC revenues are grossly less then the debt payments and unless there is substantial development this fund will be depleted in 2-3 years.
- The Water and Sewer Debt Retirement funds should be watched to ensure that those fund accounts can handle the debt payments. Penni stated that the Clean Water State Revolving Fund (CWSRF) Loan is a little over 2 million dollars on the new sewer treatment plant. When that loan closed in 2008 the city entered into a 20 year repayment plan.

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Couch then address Item # 4 on Exhibit “D” regarding the System Development Charges (SDC’s) and she had concerns regarding the SDC funds as follows:

- The balances in the SDC funds might be capital improvement money that should be in the water fund.
- The city may need to revisit some of the transfers of SDC’s made to the Planning Department such as an 8% generic fee that may not have been in compliance with SDC statutes.
- There have been some capital outlay expenditures made from these funds that may not be part of the SDC Plans. Anytime you spend SDC funds on a project the project needs to be added to the (CIP) Capital Improvement Plan. This is an area the city may have some liability and corrective action should be taken as the city moves forward with resolving the issues. She disclosed that she was a lawyer but due to the restriction on how SDC’s can be spent the money might have to be paid back. Repayment has to be done one year from the date the error is found as stated in the state statute.

Inner-fund loan options have been mentioned and in her opinion she prefers her clients to use loans for capital expansions that benefit a community over 20 to 30 years. When an entity is dealing with operational type issues we need to use the money collected or coming in for payroll, supplies and other expenditures. A number of fund balances are meager and could not safely loan money to the general fund and sustain. Finally, there is the question of how the general fund would pay those loans back if they were done.

Opportunities

- The city still has money and we have a little bit of time to figure out how to deal with the money the city has and the money that is coming in.
- There is improvement with the record keeping with the changes in Finance staff from the way things were being done prior to that change until now.
- There doesn’t seem to be any fraud or money stolen from the city. Were there some hand shake deals made, probably, which can happen in small towns. This practice is starting to stop now.

Rogge asked Couch to review the 3 accounting firms proposals the city received and give her opinion to the city of which firm she feels is best suited for Molalla based on current city needs and condition. Couch agreed.

Councilor Needham asked the following questions of Couch:

1. Does the scope of work include interviews of current and prior staff. Couch referred back to her proposal, went through the financials and has spoken to some staff. She stated that she doesn’t normally speak to former employees unless she was doing a full investigation unless there is a specific reason or incident brought to her attention.

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Needham mentioned the 2010 audit and an investigation that took place with the audit and the Adult Center that could be pertinent information. She stated that she would speak to him after the meeting about his concern and that she had reviewed the 2010 report but there was no audit opinion; the auditors were unable to “o’pine”.

2. He asked about culpability and what created this problem. Couch stated that prior staff would need to be asked that question. There is a culmination of reasons that may have created the issue such as having a Finance Director who may not have known what she was doing; not keeping a clean set of books; a budget being presented that makes no sense and a council/budget committee that didn’t question the budget numbers. Couch was unable to pin point any one person or reason. There were significant issues noted in the audits that were presented to the council and she was unable to specify culpability. Needham mentioned that the charter states the City Manager would be responsible for staff and he would think the City Manager would be responsible. Couch recommended that the Council could contact their attorney if they feel a fiduciary duty was not met or fraud took place.

Clark concurred with Needham that the old City Manager has ultimate responsibility and it was gross mismanagement. Couch defined fraud to the council as misusing assets of your employer for personal use. In the State of Oregon there are civil responsibilities for people serving those rolls and legal counsel can help answer those types of questions.

Rogge asked if there are any other cities like Molalla. Couch said she is seeing a lot of small cities and non-profits who are faced with similar issues who over projected revenues. Rogge hopes to move forward using our energy towards correcting the issues and that finding culpability at this time won’t fix that situation.

3. Does the documentation provided tonight (Exhibit “D”) reflect current revenues and expenditures to date. Couch stated that the numbers for all funds except for the Library, Debt Funds and Revenues include projections until June 2012 and are current to date.

Clark asked if the numbers presented (Exhibit “D”) included the cost allocation plan and if the cost allocation plan could fixed the deficit. Couch stated that the numbers don’t include the cost allocation plan but if they did it may show a correction in the general fund balances which will affect the other fund numbers.

Barnes stated that she is working on the supplemental budget with the cost allocation plan and that’s anticipated to bring the deficit down to \$29,000 if the numbers are accurate. \$10,000 can be moved from the Urban Renewal Fund for administrative cost decreasing the deficit to \$19,000. The goal is to not just end at zero but to have some working funds at the end of the fiscal year.

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Needham stated it was mentioned at a meeting a meeting he attended that if the Adult Center were made autonomous from the city there could be several benefits and new funding opportunities to the seniors. An area representative on aging is willing to explore option further with Council and Staff. Barnes stated that it could be a long term option to look at. Another option is separating the Aquatic Center from the city allowing Clackamas Park and Recreation to take the facility and have shown interest in doing so. Contracting out Waste Water Treatment Services is another option. These are the types of decisions that are going to have to be looked at.

Cleo Roberts, Kennel Avenue of Molalla, asked what process or steps the Budget Committee members should be doing to minimize liability? Couch stated that there are a few things that council and the budget committee can do:

1. Look at the last 3-5 years actuals' in the budgets that City Hall gives you.
2. Read the audit report.
3. Ask as many questions as possible.

Roberts asked who's authorized to sign checks. Barnes stated that the charter requires the City Manager to sign all checks. Currently, the other authorized signers are Mike Clarke, George Pottle and Debbie Rogge. Tonight the City will address the issue of a new signature card that includes those various councilors and a second authorized staff signer designated as Marc Howatt, Public Works Director.

Roberts asked what kinds of signatures are needed for transfers. Barnes stated transfers are done by council resolution.

Roberts asked how does the city protect itself from liability of spending and knowing which monies can or can't be spent due to restrictions. Couch made the following recommendations:

1. The City Council should have a monthly financial report stating how much money they have.
2. Council should ask questions.
3. Council should have a work session to review and discuss the financials with staff.
4. Designate a Council member to review the bank statements who can question any transactions including transfers, checks and deposits that seem to be out of place.

Clark has seen 2 years of audit reports and they don't report specific dollar amounts of error. The only un-reconciled funds identified were in the sum \$40,000. Couch said she would need to review the minutes of that budget. Council really wants to interview your auditing firm to make sure they can deliver detailed explanations and identify areas that the city needs to work on so the city can correct any issues.

Rogge stated that there was a host of things that went wrong, one being a new software system implemented which may have caused some of the issues. Couch agreed.

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Pottle stated that he would like to move on fixing this and we have an opportunity to do so.

Jim Taylor, Colton Oregon questioned if the 2012/2013 budget has been addressed by Couch. Couch said she has not addressed that item.

Taylor asked if there will be additional cuts. Barnes stated in order not to end in the negative this year; another revenue stream needs to come in or additional cuts will need to be done.

Taylor feels the Council has an opportunity to move forward. He was not in favor of the pool since facilities like that carry a deficit. He encouraged the council to contract the pool out if possible. He knows the audit will give us a good idea of where we need to go and agrees that there should be some accountability. He hopes that the decisions in the future are better than the ones made in the past.

BUDGET CALENDAR REVIEW

Mayor Clarke and CM Barnes announced the dates of the scheduled budget meetings. There are 3 meetings currently scheduled.

1. May 15, 2012 at the Molalla Adult Center 7:00PM
2. May 22, 2012 at the Molalla Adult Center 7:00PM
3. May 29, 2012 at the Molalla Adult Center 7:00PM

The schedule can also be found online at www.CityofMolalla.com

NEW BUSINESS

Needham asked about a goal setting meeting for the council and Clark asked to set a date. Council set a goal setting work session for April 10, 2012 at 6:30pm at Molalla City Hall.

BOARD APPOINTMENTS

PLANNING COMMISSION

There is a current vacancy on the Planning Commission that needs to be filled. Bill Hood who previously served on the Planning Commission is willing to serve again and a application has been received. If there is an opening for a member on the Planning Commission that would allow an applicant who lives outside of the city by council consensus the agreed to re-appoint Bill Hood to a 4 year term. Clark asked that Mr. Hoods residency be verified and if he qualifies for the open seat he is okay with the appointment. There was no opposition from Council.

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BUDGET COMMITTEE

There are 3 openings and 3 qualified applicants. One would be a re-affirmation for Cleo Roberts as a budget committee member since her term has expired. The 2 applicants are Mary Lynn Jacob and Rory Cramer. Rogge made a motion to approve the appointments of Mary Lynn Jacob and Rory Cramer. Needham seconded. Motion carried 5-0. Rogge motioned to approve Cleo Roberts re-appointment to the Budget Committee. Needham seconded. Motion carried 5-0.

URBAN RENEWAL

Barnes stated that there are 4 additional non-voting committee members needed to balance the Urban Renewal Agency Board. Jim Taylor of TEAM stated that there are 2 people who would be willing to serve on the URA if needed and if so he would have them apply. Barnes and Council thanked and encouraged Taylor to have the 2 interested people apply.

COMMUNITIES THAT CARE

Due to the absence of Councilor Thompson, Clark moved to table this topic until the next meeting. Needham seconded.

Barnes stated that initially the city assumed the role of a financial agent and the relationship has grown to the point that the city may incur some liabilities and could possibly jeopardize (CTC's) Communities That Care 501(C)(3) status. There is dispute if there are still funds owed to CTC for verbal agreements made outside of the written agreement by prior administration. Councilor Clark moved to withdraw his motion to table.

Clark motioned to instruct staff to extract Communities That Care from the city budget. No second was given.

Councilor Rogge would like to see this item tabled until the next meeting to allow Thompson and CTC the chance to speak about this topic. Needham seconded. Motion carried 5-0.

SYSTEM DEVELOPMENT CHARGES (SDC's)

Barnes stated this was informational item for the Council and no action is required. The report was generated prior to Couch's work at the city. It is a report of activities of the SDC accounts. State law dictates that a review of a annual SDC report be done by Council for compliance purposes and was provided in this evenings packet.

NEW SIGNATURE CARD

This item is brought forward to Council by staff to inform them the former Finance Director, Peggy Johnson has been removed as a signer for checks and is now replaced by Marc Howatt, Public Works Director for the city account as a authorized signer. In addition, City Manager,

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Ellen Barnes needs to be added to the safety deposit box at the bank and the former Finance Director, Peggy Johnson will be removed. No opposition from Council was stated.

NEW BUSINESS FOR NEXT AGENDA

Needham asked for clarification under the “vacancy” clause in the charter and what constitutes council approval. Discussion between Council took place. Barnes stated that she would get clarification from legal and if necessary the item can be added to the next agenda at that time. Council was agreeable to that action.

Needham asked to add the Adult Center separation from the City of Molalla as a topic of discussion at the next meeting. Rogge seconded. Topic will be added to the next agenda.

AUTHORIZATION OF EXPENDITURES EXCEEDING \$10,000

Molalla 1.02.240 requires the City Manager to obtain Council approval before committing or expending \$10,000 or more of budgeted funds. The Police Department has been given a grant for squad car radar units. The city pays for them and ODOT will reimburse the city for that cost. The cost is \$10,844.64 to ODOT. Rogge made a motion to authorize expenditures exceeding \$10,000 or more of budgeted funds in the amount of \$10,844.64. Councilor Clark seconded. Motion carried 5-0.

WARRANT REGISTER REVIEW

A warrant register is used by many municipalities. It enables Council to review and approve city payments for goods and services without disruption of services. Warrant registers are used to facilitate transparency in government by easily showing specific payments made by a municipality.

Councilor Needham questioned the following items on the warrant register:

- Charter Mechanical – Penni stated it was work done at the Aquatic Center
- Department of Information Services - Penni stated that is for the GIS Mapping System and it's incurred when they update the program. A cost like this has not been incurred over the last 4 years for Public Works and this item was an anticipated and budgeted for item.
- Health insurance – Penni stated this is monthly recurring expense and varies on the number of full time employees.
- Bank of NY Trust – Penni stated this is a debt retirement account and it's a principal/ Interest payment on one of the bonds for 281,225.00

No opposition on the warrant register was given by Council.

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RESOLUTIONS

RESOLUTION 2012-10 – AUTHORIZING THE CITY MANGER TO FOREGO THE POLICE CHIEF RECRUITMENT PROCESS

In June 2011, Mr. Rod Lucich was selected to be the Interim Police Chief for the City of Molalla. Initially, Mr. Lucich was offered a six-month contract to serve as the Interim Chief which was extended for an additional three months.

Interim Police Chief is classified as a temporary appointment. According to the Personnel Policy Manual, temporary appointments are permitted to fill regular position vacancies for a defined period of time without following the recruitment and selection process. However, at the expiration of the time period, policy requires staff to follow established recruitment and selection procedures. The advertisement for the Interim Police Chief position states that “A process to fill the position for full time will occur in four to six months”.

As Interim Police Chief, Chief Lucich has met performance standards for the Police Chief position. Chief Lucich also has earned the respect and support of the police department staff and many citizens.

Staff layoffs and discussions of contracting out law enforcement services have generated stresses within the department. Additional disruptions in the department would be detrimental to departmental operations. Barnes is asking council to allow her to appoint Chief Lucich making an exception to current policy.

Needham stated he had reservations in the beginning but is now very happy to move forward on this appointment.

Clark stated that he has heard good things about Rod but feels that there are policies in place for a reason that should be followed. He stated this is not personal issue it's a policy issue. He will vote for this resolution but will be reluctant to do so in the future.

Mayor Clarke entered in a letter of support to appoint Rod Lucich as the permanent Police Chief from Steve Vitolo a resident of city. Letter is noted as Exhibit “A” to this agenda. Rogge move to approve resolution 2012-10. Councilor Pottle seconded. Motion carried 5-0.

RESOLUTION 2012-11: CITY PROSECUTOR

The City of Molalla contracts for prosecutorial services for its Municipal Court. The attorney currently providing prosecutorial services has been providing those services since December 2006. The City did not employ a competitive selection process as is required by state statute nor was a written contract entered into for the services provided.

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The City recently completed a competitive RFP process for prosecutorial services. The selection committee unanimously selected Mr. Czaiko for award of the contract. Rogge made the motion to approve Resolution 2012-11. Clark seconded. Motion carried 5-0.

REPORTS AND ANNOUNCEMENTS

CITY MANAGER REPORT

- Activity has been reported from Planning that residential building permits are increasing.
- The Renaissance Academy is interesting in moving into town by the Nazarene Church.
- O'Reilly Auto Parts is entering into a building permitting phase to build in Molalla.
- Economic Development - The city in conjunction with TEAM have applied and received a \$5000 grant for 3D renderings of what the downtown area could look like.
- Staff is aware of the IT issues Council is having and she is looking at options for an exchange server to resolve that and public record issues.
- New radars in the new squad cars will be received by the city from a ODOT grant.
- A number of applicants for reserve officers have been received and being processed.
- Some left over money allotted from the Weed and Seed grant funding went towards Police over-time for issues that were happening in Big Meadows.
- The Hamlet is doing a primary election forum for the candidates running for Clackamas County Commissioner at the Adult Center on March 19, 2012 at 6:30PM.

UPCOMING COUNCIL AGENDA ITEMS

- FY 2011-2012 Supplemental Budget
- Annexation of Properties Into City Limits
- Formation of Stone Place Apartment Reimbursement District item will be coming before council.
- Fee in Lieu of Parks Calculation

STAFF AND COUNCIL REPORTS

Sadie Cramer, City Recorder announced the annual Spring Clean Up event scheduled for April 12th -13th and April 19th - 20th. Details can be found at www.CityofMolalla.com or by contacting Molalla Sanitary Service at 503-829-6183.

Heather Penni, Finance Director announced she would be out of the office during Spring Break and any questions regarding the supplemental budget during that time can be directed to City Manager, Ellen Barnes.

Councilor Needham thanked Lynn Blatter for attending this evening and being willing to attend the next meeting to address this item. He attended the Community Action Board meeting and they talked about the homeless issues in our area and there is a new program in place called

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Home Sharing. People are offering their homes that have been displaced and it could be beneficial to Molalla to reduce the high rate of homeless children. He welcomed the Mayor back from vacation.

Councilor Clark and Councilor Pottle congratulated Chief Lucich for becoming the permanent Police Chief. They also thanked Tiffany Couch and staff for their hard work on figuring out the finances.

Councilor Rogge stated she attended the Centennial Committee meetings and they have assigned a 9 member board. There will be a meeting at the Molalla Buckeroo Association on March 19, 2012 at 6:00PM. She encouraged anyone interested in helping with this major event to attend.

Mayor Clarke announced he would be gone on his annual 1 week Washington D.C. trip with students of the Molalla River School District. He congratulated Ken Wakefield and Chief Lucich on their positions.

ADJOURNMENT

Rogge made a motion to adjourn the meeting. Councilor Pottle seconded. Motion carried 5-0. Meeting adjourned at 9:14pm.

Dated and signed this 14th day of March, 2012.

City Recorder, Sadie Cramer

Mayor Mike Clarke

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MAC Informal Meeting Minutes

Molalla Arts Commission

Informal Meeting Minutes for March 26th, 2012

Meeting start: 5:30 pm at Jill's Hitch'n Post

Commissioners

NAME	TITLE	ATTENDANCE
Mary Lynn Jacob	Chair, Commissioner	<input checked="" type="checkbox"/>
Alicia Cook	Vice Chair, Commissioner	<input checked="" type="checkbox"/>
Dave Jackson	Secretary, Commissioner	<input checked="" type="checkbox"/>
Karla Koch-Johnston	Treasurer, Commissioner	<input checked="" type="checkbox"/>
Jon Deshler	Commissioner	<input type="checkbox"/> excused
Karalie Vest	Commissioner	<input type="checkbox"/> excused
Jude Strader	Commissioner	<input checked="" type="checkbox"/>
Dennis Stafford	Commissioner, Alternate	<input checked="" type="checkbox"/>

Liaisons

NAME	TITLE	ATTENDANCE
Sadie Cramer	City of Molalla	<input type="checkbox"/> - not required
Debbie Rogge	Molalla City Council	<input checked="" type="checkbox"/>

Guests

NAME	TITLE

1. Call to order

5:40 by Vice Chair Cook.

2. Events:

April – Air Force Band on the 19th in Mt Angle. Commissioner Strader reports: Commissioners to make an appearance. Help out with setting up, greeting folks, general assist.

May – Spring Fling 19th & 20th. Commissioner Stafford is the pointman. Location still TBD, but the library is to be checked out. Karla's dance studio is another option.

May – Student Art presentation – Commissioner Stafford to give painting demo.
May 4/24– Tri Valley – Dennis to do the workshop

June – 2nd Fridays to start. The June event will host the Centennial art submissions. To be held at the new MCC plaza.



MAC Informal Meeting Minutes

3. Announcements:

It is with great regret and sadness that our fellow commissioner Karalie Vest has announced her resignation from the board. Her job has taken this time from us. We wish her well, and hope to find ongoing encounters in the art community.

4. Actions:

- Secretary Dave Jackson to update the group calendar on Google.
- Secretary Dave Jackson to send email to call for new MAC commissioners and alternates. We currently have 2 openings in each position.
- All: update our contact list now that Karalie Vest is no longer with the Commission.

5. Closure

Meeting adjourned at 7:35.

Next meet April 9th, 2012 at City Hall

**3rd
ANNUAL
Molalla's
Wild River BBQ CookOff**



~Molalla is proud to present an official, sanctioned, two-day "Low & Slow" Oregon state championship barbecue competition.

~Over \$5,000 in prize money, trophies and ribbons, including the \$500 Mayor's Spirit Award for best team spirit and booth decorations

~The Grand Champion will vie for the opportunity to compete in national competitions in Memphis, Lynchburg or Kansas City

WHAT: To celebrate classic American barbecue with an official sanctioned two-day "Low & Slow" state championship barbecue cook-off. Our competition allows teams from all over the Northwest and British Columbia to test their mettle in the traditional categories of ribs, brisket, pork and chicken. We will share that tradition with the public through tasting and judging.

WHY:

- to present the northwest's premier officially sanctioned barbecue championship
- to bring visitors to the Molalla River Corridor in Oregon's Mt. Hood Territory
- to raise funds for the Dybvad-Lucht Education Foundation, a 501(c)3, for community education

WHO:

Rotary Club of Molalla
Molalla Communications Cooperative
City of Molalla
Pacific Northwest BBQ Association
The Greater Community of Molalla

WHEN:

Saturday, August 4 & Sunday, August 5, 2012

WHERE:

Clark Park 815 Shirley Street Molalla, Oregon 97038
Located next to the rodeo grounds in the shady oak grove. Excellent parking.

OTHER ACTIVITIES:

Beer & Wine Garden.....for the adults
Watermelon Eating Contest.....for the kids
Entertainment Stage.....music, magician, and more
Cooking Demonstrations.....learn to cook like the pros in one day
Iron Chef Competition.....prepare a surprise ingredient while the clock is ticking
And new this year from IDOS—a **Dutch Oven Competition**.....www.idos.com

And, visit the Ross Coleman Invitational—voted best Professional Bull Riding national event for the third year—next door at the rodeo grounds.

CONTACT:

Alice Ericksen, MWRBC
Jude Strader, MWRBC

503.829.3658
503.829.9280

erickpa@molalla.net
jude@molalla.net

Find the Pacific NW BBQ Association at www.pnwba.com

Visit us on Facebook! at "Molalla's Wild River BBQ CookOff"

City Of Molalla

City Council Meeting

Agenda Category: New Business

Subject: Rights of Use of Riding High Logo

Staff Recommendation: Discussion and direction from Council

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: none

Background:

On March 27, 2012 the City received the attached letter from the owners of TEAM HOT IRON, LLC. The intent of the letter is to clarify the agreed upon use of the “Riding High for America” bucking horse logo. In the letter, the owners of TEAM HOT IRON, LLC request a response from the City Manager as to Councils direction for use of the “Riding High for America” logo.

SUBMITTED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

6.A

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

TEAM HOT IRON LLC

530 N Molalla Ave

Molalla, Oregon 97038

Dear City Council and City Administrator 03/27/2012

The other evening my wife and I were at Ellen Barnes Welcoming, and we noticed a cinch bag with the city logo [our copyrighted design of Riding High with the bucking horse]stitched on it and the stitching [embroidery] was off center the oval looked terrible. So we would like to clarify how the logo of the city can be reproduced to uphold the quality of the design when produced.

We do appologize we thought a hand shake was good enough but I guess times have changed.

We have been letting this slide but now we need to address the qualification of your now in use "Riding high for America" city logo . Many years ago in 1991 after H.I.ScreenGraphics designed the logo. The logo you now use as the City's logo. Jane Wynn who was on city council at that time asked us if the City could use the "Riding High" Design. We in good faith on a handshake or maybe a hug said yes as long as we have first right of refusal on

any printing or recreating of the "Riding High for America" design. That is to say if we produce or supply those items as company the city deems as needing. This also is to assure that the high quality look must be maintained in that production. We at H.I. Screen Graphics trusted our friend and the city to follow our wishes for protecting our Copyrighted logo for city use.

Well a few city administrators down the road and we come to now and our up coming Molalla Centennial Committee 2013, mentioned the design at one their last meetings in general conversation. We need to Clarify the rights for the use of that design.

Team Hot Iron LLC dba H.I. Screen Graphics, In the beginning was given the opportunity to print or have first right of refusal to do the logo printing, now though we have not.

Our plans are not to go backward but to keep the good relationship we have had with the city.

To this purpose we want to extend in writing to the City the Rights to use the "Riding High Logo with the horse" as their official design as in the past without any

cost to the city for the use of “The Riding High for America” design, that was designed and copyrighted by TEAM HOT IRON LLC dba H.I.SCREEN GRAPHICS. The use was given in good faith and was to have the R and the name of the creator H.I.ScreenGraphics for the registration of design placed on all recreated work of the design, which we realized has not been continued.

Going forward however now that we at TEAM HOT IRON LLC dba H.I.Screen Graphics , finally have actually written down what happened between City Council through their [now deceased councilor] Jane Wynn and the city council of Molalla .We want this letter to remind you as Councilors of the agreement made by H.I.Screen Graphics with Jane Wynn and the Molalla city council and that this agreement is still in place.

I have on two occasions brought this up to past Administrator Gene Green and past Administrator John Atkins and on one occasion to Mayor Mike Clarke. I guess they were waiting for us to right this letter for a revisit to the use of our registered copyrighted “Riding High for America” Design.

Attached is a copy of the copyright paperwork. This is not an attorney letter so please understand Susan and I are not trying to cause any extra expense for either the city or our company. We just feel we need to protect our design from a lower standard of quality .We also feel if we can provide any product the city is needing to have the logo produced on ,we should still have the first right of refusal.

Please review the forgoing letter and have Ellen Barnes your city administrator, respond to this letter as to the Council's direction concerning "The Riding High for America" bucking Horse Logo and this agreement.

Thank you

Sincerely

Charlie and Susan Williams



Pres/Owners TEAM HOT IRON LLC

Dbas H.I.Screen Graphics

530 N Molalla Ave. Molalla, Oregon 97038

Certificate of Registration



This Certificate issued under the seal of the Copyright Office in accordance with title 17, United States Code, attests that registration has been made for the work identified below. The information on this certificate has been made a part of the Copyright Office records.

Marybeth Peters

Register of Copyrights, United States of America



Form VA

For a Work of Visual Arts
UNITED STATES COPYRIGHT OFFICE

VA 1-341-440



6-1-05
Month Day Year

ATTENTION: CONTINUATION SHEET.

NATURE OF THIS WORK ▼ See Instructions

Title of This Work ▼

Riding High for America

Fabric Design

Previous or Alternative Titles ▼

Publication as a Contribution If this work was published in a contribution to a periodical, serial, or collection, give information about the collective work in which the contribution appeared. Title of Collective Work ▼

If published in a periodical or serial give: Volume ▼

Number ▼

Issue Date ▼

On Pages ▼

NAME OF AUTHOR ▼

a H.I. Screen Graphics

DATES OF BIRTH AND DEATH
Year Born ▼ Year Died ▼

Was this contribution to the work a "work made for hire"?

☒ Yes
☐ No

Author's Nationality or Domestic Name of Country

OR ☐ Citizen of
☐ Domiciled in

Was This Author's Contribution to the Work

Anonymous? ☐ Yes ☐ No
Pseudonymous? ☐ Yes ☐ No

If the answer to either of these questions is "Yes," see detailed instructions.

Nature of Authorship Check appropriate box(es). See Instructions

☐ 3-Dimensional sculpture

☐ Map

☐ Technical drawing

☒ 2-Dimensional artwork

☐ Photograph

☐ Text

☐ Reproduction of work of art

☐ Jewelry design

☐ Architectural work

Name of Author ▼

Dates of Birth and Death
Year Born ▼ Year Died ▼

Was this contribution to the work a "work made for hire"?

☐ Yes
☐ No

Author's Nationality or Domestic Name of Country

OR ☐ Citizen of
☐ Domiciled in

Was This Author's Contribution to the Work

Anonymous? ☐ Yes ☐ No
Pseudonymous? ☐ Yes ☐ No

If the answer to either of these questions is "Yes," see detailed instructions.

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☐ 3-Dimensional sculpture

☐ Map

☐ Technical drawing

☐ 2-Dimensional artwork

☐ Photograph

☐ Text

☐ Reproduction of work of art

☐ Jewelry design

☐ Architectural work

3

Year in Which Creation of This Work Was Completed

1984

This information must be given in all cases.

Date and Nation of First Publication of This Particular Work

Complete this information ONLY if this work has been published.

Month *6* Day *20* Year *1991*

USA

Nation

4

See Instructions before completing this space.

COPYRIGHT CLAIMANT(S) Name and address must be given even if the claimant is the same as the author given in space 2. ▼

*H.I. Screen Graphics
P.O. Box 686, 530 W Molalla Ave
Molalla, OR 97038*

Transfer If the claimant(s) named here in space 4 is (are) different from the author(s) named in space 2, give a brief statement of how the claimant(s) obtained ownership of the copyright. ▼

APR 10 2005

ONE DEPOSIT RECEIVED

1-12-06

TWO DEPOSITS RECEIVED

FUNDS RECEIVED

MORE ON BACK ►

• Complete all applicable spaces (numbers 1-4) on the reverse side of this page.
• See detailed instructions
• Fill in the form at line 5.

DO NOT WRITE HERE

Page 1 of 2 pages

City Of Molalla

City Council Meeting

Agenda Category: New Business

Subject: Communities that Care

Staff Recommendation: Discussion

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: \$0 to \$8,000

Background:

Since 2010, the City of Molalla has served as the fiscal agent for Communities that Care. The intent was for the City to receive funding on behalf of Communities that Care (CTC) and pay for CTC expenses from the revenues it received. According to the Executive Director, CTC has its 501(c)3 non-profit designation. As a functioning 501(c)3, there is no need for the City to serve as the organization's fiscal agent. The relationship between the City and CTC has evolved to an extent that it creates a liability risk to the City and potentially a risk to CTC's non-profit status. Revenues for CTC have not come in at a level to offset expenses. The City has been subsidizing CTC expenses. The City has been assisting with utility expenses and providing free water service, which is contrary to the terms of the sublease agreement.

SUBMITTED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

6.B

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

Communities That Care

Donations		Expenditures	
11/3/09	MCC	\$200.00	
2/19/10	MCC	\$1,000.00	
2/19/10	New Horizons	\$500.00	
2/23/10	Lynn Blatter	\$300.00	
4/2/10	Shaw	\$30.00	
4/2/10	Elston	\$30.00	
4/22/10	Blatter	\$30.00	
4/22/10	Dream on Designs	\$30.00	
4/22/10	Masters	\$30.00	
4/22/10	Molino Lions	\$5.00	
4/22/10	Angels Cowboy Hats	\$30.00	
4/28/10	Mom's Club of Molalla	\$5.00	
5/6/10	Boatner	\$30.00	
5/6/10	Molalla Assembly of God	\$30.00	
5/6/10	Newcomb	\$30.00	
5/6/10	Melick	\$30.00	
5/6/10	Swap Watch	\$30.00	
5/6/10	MCC	\$396.12	
5/14/10	Viaggio	\$30.00	
5/14/10	Center Stage	\$30.00	
5/18/10	Misc Spring Fling	\$216.00	
5/20/10	Lynn Blatter	\$100.00	
8/27/10	MCC	\$600.00 (Faces Rent Aug - Oct)	
9/27/10	Abate of Oregon	\$25.00 Apple Festival	
9/30/10	Copp	\$25.00 Apple Festival	
10/4/10	Mitchell	\$25.00 Apple Festival	
10/4/10	Neizen	\$50.00 Apple Festival	
10/5/10	Brodie	\$25.00 Apple Festival	
10/22/10	United Methodist Church	\$10.00 Donation	
11/3/10	MCC	\$600.00 Rent	
11/3/10	Hochstetler	\$40.00 Donation	
11/16/10	City of Molalla	\$833.02 Donation	
11/19/10	England	\$25.00 Dec. 4th vendor	
11/19/10	Payne	\$40.00 Donation	
11/19/10	Seventh Day Adventist	\$100.00 Thanksgiving donation	
11/19/10	Dennis & Lois Ray	\$25.00 Donation	
11/19/10	Howard & Donna Laney	\$300.00 Thanksgiving donation	
11/23/10	Copp	\$25.00 Dec. 4th vendor	
11/23/10	Barrick	\$25.00 Donation	
11/23/10	Smyrna United Church	\$500.00 Thanksgiving donation	
11/30/10	Panatonl	\$25.00 Donation	
11/30/10	Casad	\$200.00 Donation	
11/30/10	MCC	\$498.12 Telephone & Internet	
11/30/10	MCC	\$100.00 Donation	
12/16/10	Neizen	\$50.00 Donation	
12/16/10	Sanchez	\$100.00 Donation	
12/16/10	Carpenter	\$25.00 Donation	
3/31/10	Grace Lutheran Church	\$1,000.00	
3/31/10	Gustafson Insurance	\$300.00	
5/11/10	MCC	\$396.12	
5/19/10	Gustafson Insurance	\$79.76	
5/19/10	Lynn Blatter	\$100.00	
7/1/10	PGE	\$100.73	
7/8/10	MCC	\$109.89	
07/26/10	PGE	\$44.90	
8/10/10	MCC	\$110.53	
8/30/10	PGE	\$49.25	
9/10/10	MCC	\$110.25	
9/27/10	PGE	\$59.41	
10/16/10	John McLaughlin School	\$30.00	
10/16/10	Gustafson Insurance	\$197.00	
10/16/10	Lynn Blatter	\$81.58 Molalla Communications	
10/22/10	Lynn Blatter	\$84.48 Copier	
11/1/10	PGE	\$92.84	
11/16/10	Lynn Blatter	\$100.00 Thanksgiving Dinner	
11/16/10	Lynn Blatter	\$100.00 Petty Cash	
11/19/10	Lynn Blatter	\$300.00 Thanksgiving Dinner	
11/30/10	Marcy Jo Griffith	\$101.39 Thanksgiving Dinner	
11/30/10	Lynn Blatter	\$360.47 Thanksgiving Dinner	
11/30/10	Lynn Blatter	\$100.00 Petty Cash	
11/10/10	MCC	\$111.29	
12/16/10	PGE	\$50.00 David Warren	
12/16/10	Hoffman Dairy	\$42.00 Dinner Bags	
12/16/10	True Value	\$39.60 Christmas gifts	
12/16/10	Lynn Blatter	\$100.00 10 \$10 gift certificates	
12/16/10	Lynn Blatter	\$59.99	
12/10/10	PGE	\$263.54	
12/16/10	David Warren	\$50.00	
12/20/10	Gustafson Insurance	\$197.00	
12/20/10	MCC	\$498.12 Telephone & Internet	
12/20/10	Lynn Blatter	\$169.82	
12/20/10	Lynn Blatter	\$81.58	
1/11/11	PGE	\$346.38	
2/8/11	Lynn Blatter	\$65.98	
2/8/11	MCTC	\$100.08	
2/24/11	PGE	\$393.35	
2/27/11	GE Capital	\$274.00	
3/20/11	GE Capital	\$199.00	
3/29/11	PGE	\$337.17 Insurance	
4/5/11	Pacific Rim	\$703.50 Jan & Feb, 2011	
4/5/11	Lynn Blatter	\$300.00 Reimbursement	
4/5/11	Lynn Blatter	\$237.36 Lawnmower repair	
4/19/11	Carlos Preciado	\$75.00 Laptop & Mouse	
4/19/11	Lynn Blatter	\$547.98 Petty Cash	

12/16/10	MRAAC
12/16/10	Livesay
12/16/10	Dateline Exports
12/16/11	Easterling
12/27/11	Clackamas County
1/19/11	Carolyn Blair
1/19/11	Thompson
3/11/11	IPFS
3/28/11	MCC
3/28/11	Misc Spring Fling
3/28/11	Goldeneagle
3/24/11	Mulino Lions
3/18/11	Acme Construction
4/14/11	Elston
4/14/11	15710 SE Alder, Portland
4/14/11	Taylor
4/14/11	Renaissance Academy
4/14/11	Ingersoll
4/14/11	Hope Animal Hospital
4/19/11	Summit Leadership
4/19/11	Tungate
4/19/11	Pagels
4/20/11	Reddick
4/20/11	15710 SE Alder
4/20/11	Yates
5/3/11	Boatner
5/3/11	Grant
5/3/11	Simons
5/3/11	MUHS Grad
5/3/11	Sheldon
5/3/11	Sumber
5/3/11	Foursquare Church
5/11/11	Nawrocki
5/11/11	Conteras
5/11/11	Craty
5/11/11	NW Nordic
5/11/11	Smith
5/11/11	Wellman
5/18/11	Spring Fling
6/2/11	Bike Helmets
6/2/11	Disc Golf
6/2/11	MCC Band Scholarship
6/2/11	Breen
8/26/11	Jim Phillips Appliance
8/26/11	ERA Northwest
9/13/11	Linda Ohta
9/21/11	Jim Storey
12/16/11	Healthy Kids
12/29/11	Season of Sharing
	Total Revenue

\$165.35
\$100.00 Donation
\$200.00 Donation
\$60.00 Donation
\$8,000.00 Grant
\$25.00 Donation
\$41.05 Donation
\$1,000.00
\$500.00
\$165.00
\$55.00 Spring Fling
\$15.00 Spring Fling
\$500.00 Donation
\$30.00 Spring Fling
\$30.00 Spring Fling
\$50.00 Spring Fling
\$10.00 Spring Fling
\$25.00 Spring Fling
\$10.00 Spring Fling
\$30.00 Spring Fling
\$15.00 Spring Fling
\$30.00 Spring Fling
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\$10.00 Spring Fling
\$35.00 Spring Fling
\$40.00 Spring Fling
\$50.00 Spring Fling
\$30.00 Spring Fling
\$30.00 Spring Fling
\$30.00 Spring Fling
\$50.00 Spring Fling
\$165.00 Spring Fling
\$75.00 Spring Fling
\$135.00 Spring Fling
\$268.00 Spring Fling
\$50.00 Donation
\$40.00
\$35.00
\$35.00
\$30.00
\$75.00
\$2,500.00
\$22,407.66

4/19/11	Lynn Blatter	\$106.15 Reimbursement
4/26/11	GE Capital	\$203.20
5/18/11	Lynn Blatter	\$102.41
5/18/11	Alex Pfav	\$100.00 Scholarship
5/18/11	Ryan Burke	\$100.00 Scholarship
5/18/11	Evan Narehood	\$100.00 Scholarship
5/22/11	GE Capital	\$328.15
6/2/11	PGE	\$471.15
6/2/11	Central Fire Sales	\$69.95 Fire Extinguishers
6/2/11	Lynn Blatter	\$205.99 Reimbursement
6/15/11		
6/27/11	GE Capital	\$199.00
6/27/11	TOPS	\$26.00
7/6/11	PGE	\$90.28
7/18/11	Molalla Redl Mix	\$574.30
7/20/11	Secretary of State	\$50.00
7/21/11	GE Capital	\$293.35
7/21/11	Disc Golf Depot	\$2,925.00
7/21/11	Lynn Blatter	\$218.29
7/25/11	Lynn Blatter	\$145.17
7/28/11	PGE	\$65.03
8/9/11	OR Dept of Justice	\$10.00
8/10/11	Pepco Designs	\$142.37
8/30/11	Disc Golf Depot	\$140.00
8/31/11	GE Capital	\$224.40
8/31/11	PGE	\$70.12
9/12/11	MCTC	\$500.00
9/27/11	Lynn Blatter	\$201.96
10/3/11	Molalla PAL	\$210.00
10/3/11	JUU Mat Club	\$510.00
10/11/11	PGE	\$67.16
10/26/11	PGE	\$61.33
10/31/11	Correct CTC Grant	\$914.17
10/23/11	GE Capital	\$199.00
10/31/11	MCTC	\$134.63
11/7/11	Lynn Blatter	\$1,200.00
11/28/11	PGE	\$224.17
11/30/11	CTC Coded to O&M	\$156.93
12/28/11	PGE	\$326.37
	Total Expenditures	\$21,658.39
	Balance	\$749.27
	VOIDED CHECKS	
5/18/11	Alex Pfav	\$100.00 Scholarship
5/18/11	Ryan Burke	\$100.00 Scholarship
5/18/11	Evan Narehood	\$100.00 Scholarship
	DUE TO MCTC TO CLOSE ACCOUNT WITH CITY	\$1,049.27

Sublease Agreement Between Communities That Care and the City of Molalla

This Sublease Agreement is made and effective April 1, 2010 by and between The City of Molalla ("Lessor") and Communities That Care ("Tenant").

Grace Lutheran Church ("Landlord") is the owner of land and improvements ("premises") commonly known and numbered as 212 5th Street, Molalla, OR 97038 and more particularly described as Tax Lot Number 52E16BB01100.

Lessor desires to sublease the premises to Tenant, at the rental and upon the covenants, conditions and provisions herein set forth.

THEREFORE, in consideration of the mutual promises herein, contained and other good and valuable consideration, it is agreed:

1. Term.

Lessor hereby subleases the premises to Tenant on a month-to-month basis beginning April 1, 2010. Lessor may terminate this sublease for any reason upon one month's written notice to Tenant.

2. Rental.

A. Tenant shall pay to Lessor during the Initial Term rental of \$1.00 per month to be reviewed after 6 (six) months. Payment shall be due in advance on the first day of calendar month during the sublease term to Lessor at 117 N. Molalla Ave., Molalla, OR 97038 or at such other place designated by written notice from Lessor or Tenant. The rental payment amount for any partial calendar months included in the Sublease term shall be prorated on a daily basis.

B. Use

Tenant may use the subleased premises for community outreach and for no other purpose without Landlord's and Lessor's written consent. Tenant will not use the premises in a manner that obstructs, annoys, or interferes with the rights of other occupants of the premises. Tenant will not cause any nuisance nor permit any objectionable fumes, electromagnetic waves, vibration, noise, light, or radiation to be emitted from the premises.

Tenant shall not use the subleased premises for the purposes of storing, manufacturing or selling any explosives, flammables or other inherently dangerous substance, chemical, thing or device and shall otherwise comply with all laws regarding Hazardous Substances.

Tenant acknowledges that the provisions of the Americans with Disabilities Act (the "ADA") allow allocation of responsibility for compliance with the terms and conditions of the ADA in this sublease. Responsibility for compliance with the ADA is allocated as set forth in this Section. Tenant is responsible for compliance with the applicable provisions of the ADA with respect to all improvements on or within the premises.

The term *Hazardous Substances* means and includes all hazardous and toxic substances, waste, or materials, any pollutant or contaminant, including, without limitation, PCBs, asbestos, asbestos-containing materials, and raw materials that are included under or regulated by any Environmental laws. For purposes of this sublease, the term *Environmental Laws* means and includes all federal, state, and local statutes, ordinances, regulations, and rules presently in force or hereafter enacted relating to environmental quality, contamination, and clean-up of Hazardous Substances. References in this sublease to *Laws* are deemed to include Environmental laws.

Tenant will indemnify and hold harmless Landlord and Lessor and its and their respective partners, directors, officers, agents, and employees from and against any and all claims arising from or in connection with the violation of Laws including but not limited to the ADA and Environmental laws, occurring in, at, or about the Building and the Land due to the acts or omissions of Tenant or its partners, directors, officers, agents, and employees, together with all costs, expenses, and liabilities incurred or in connection with each such claim, action, proceeding, or appeal, including, without limitation, all attorney fees and expenses.

3. Joint Use.

Tenant understands and agrees that Landlord may occupy the premises at times. Tenant will have the use and possession of the premises from 6:00 a.m. until 6:00 p.m. on Monday through Friday except for Vacation Bible School. Landlord retains the use and possession of the premises at all other times. In addition, Landlord will have use and possession of the property for one week in the summer for Vacation Bible School which will run for one week Monday through Friday. The week of Vacation Bible School will be agreed upon by Landlord and Tenant. In the event that either party has need of use and possession of the property during the other's time as above, the parties will confer and try to reach an agreement to accommodate each other's needs.

4. Sublease.

Tenant shall have the right, subject to Lessor's express prior written consent, to further sublease all or any part of the subleased premises to a nonprofit corporation or organization, such consent not to be unreasonably withheld or delayed but request can be denied for any reason by Lessor.

5. Repairs.

During the sublease term, Tenant shall make, at Tenant's expense, all necessary repairs to the subleased premises. Repairs shall include such items as routine repairs of floors, walls, ceilings, and other parts of the subleased premises damaged or worn through normal occupancy, except for major mechanical systems or the roof, subject to the obligations of the parties otherwise set forth in this sublease.

6. Alterations and Improvements.

As long as the modification, alteration, or change does not materially interfere with the operation by Tenant of its business in the premises, Landlord may modify, alter, or change any improvements in the building, the parking area, and other common areas.

Tenant, at Tenant's expense, shall have the right following Landlord's express prior written consent to remodel, redecorate, and make improvements and replacements of and to all or any part of the subleased premises from time to time as Tenant may deem desirable, provided the same are made in a workmanlike manner and utilizing good quality materials of substantially the same kind as are currently existing in the premises. Tenant shall have the right to place and install personal property, trade fixtures, equipment and other temporary installations in and upon the subleased premises, and fasten the same to the premises. All personal property, equipment, machinery, trade fixtures and temporary installations, whether acquired by Tenant at the commencement of the sublease term or placed or installed on the subleased premises by Tenant thereafter, shall remain Tenant's property free and clear of any claim by Landlord. Tenant shall have the right to remove the same at any time during the term of this sublease provided that all damage to the premises are repaired and restored to the same or better quality as existed prior to the removal. Tenant shall make such removal, and the attendant repair and restoration upon notice from Landlord. All such repair and restoration to be completed within the term of the sublease. Tenant will obtain at Tenant's expense all necessary governmental permits and approvals for alterations, improvements and restoration and deliver copies thereof to Landlord.

7. Insurance.

A. If the subleased premises are damaged by fire or other casualty resulting from any act or negligence of Tenant or any of Tenant's agents, employees or invitees, rent shall not

be diminished or abated while such damages are under repair, and Tenant shall be responsible for the costs of repair not covered by insurance.

B. Lessor shall maintain fire and extended coverage insurance on the Building and the subleased premises in such amounts as Landlord shall deem appropriate. Tenant shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the subleased premises and naming the Lessor as a secondary insured on the Tenant's insurance binder.

C. Tenant shall maintain a policy or policies of comprehensive general liability insurance with respect to the activities on the premises, such insurance to afford minimum protection of not less than \$2,000,000 combined single limit coverage of bodily injury, property damage or combination thereof and the Lessor shall be listed as an additional insured on Tenant's policy or policies of comprehensive general liability insurance, and Tenant shall provide Lessor with current Certificates of Insurance evidencing Tenant's compliance with this Paragraph. Tenant shall obtain the agreement of Tenant's insurers to notify Lessor that a policy will be terminated or is due to expire at least (20) days prior to such termination or expiration. Landlord shall not be required to maintain insurance against thefts within the subleased premises or the Building.

8. Utilities.

Tenant shall pay all charges for water, sewer, gas, electricity, telephone and other services and utilities used by Tenant on the subleased premises during the term of this sublease unless otherwise expressly agreed in writing by Lessor. In the event that any utility or service provided to the subleased premises is not separately metered, Landlord shall pay the amount due and separately invoice Tenant for Tenant's pro rata share of the charges. Tenant shall pay such amounts within fifteen (15) days of invoice. Tenant acknowledges that the subleased premises are designed to provide standard office use electrical facilities and standard office lighting. Tenant shall not use any equipment or devices that utilizes excessive electrical energy or which may, in Landlord's reasonable opinion, overload the wiring or interfere with electrical services to other tenants or other parts of the Landlord's property not subleased by Tenant.

9. Signs.

Following Landlord's consent, Tenant shall have the right to place on the subleased premises, any signs which are permitted by applicable city ordinances. Lessor may assist at no cost or expense to Landlord and cooperate with Tenant in obtaining any necessary permission from governmental authorities or adjoining owners and occupants for Tenant to place or construct the foregoing signs. Tenant shall repair all damage to the subleased premises resulting from the removal of signs installed by Tenant.

10. Entry.

Landlord or the Lessor shall have the right to enter upon the subleased premises at reasonable hours to inspect the same, provided Landlord or Lessor shall not thereby unreasonably interfere with Tenant's business on the subleased premises.

11. Parking.

During the term of this sublease, Tenant shall have the non-exclusive use in common with Landlord, other tenants of the Building, their guests and invitees, of the non-reserved common automobile parking areas, driveways, and footways, subject to rules and regulations for the use thereof as prescribed from time to time by Landlord.

12. Building Rules.

Tenant will comply with the rules of the building adopted and altered by Landlord or Lessor from time to time and will cause all of its agents, employees, invitees and visitors to do so; all changes to such rules will be sent by Landlord or Lessor to Tenant in writing.

13. Damage and Destruction.

Subject to Section 7 A. above, if the subleased premises or any part thereof or any appurtenance thereto is so damaged by fire, casualty or structural defects that the same cannot be used for Tenant's purposes, then Tenant shall have the right within ninety (90) days following damage to elect by notice to Landlord to terminate this sublease as of the date of such damage. In the event of minor damage to any part of the subleased premises, and if such damage does not render the subleased premises unusable for Tenant's purposes, Landlord shall promptly repair such damage at the cost of the Landlord. In making the repairs called for in this paragraph, Landlord shall not be liable for any delays resulting from strikes, governmental restrictions, inability to obtain necessary materials or labor or other matters which are beyond the reasonable control of Landlord. Tenant shall be relieved from paying rent and other charges during any portion of the sublease term that the subleased premises are inoperable or unfit for occupancy, or use, in whole or in part, for Tenant's purposes. Rentals and other charges paid in advance for any such periods shall be credited on the next ensuing payments, if any, but if no further payments are to be made, any such advance payments shall be refunded to Tenant by the Landlord. The provisions of this paragraph extend not only to the matters aforesaid, but also to any occurrence which is beyond Tenant's reasonable control and which renders the subleased premises, or any appurtenance thereto, inoperable or unfit for occupancy or use, in whole or in part, for Tenant's purposes.

14. Default.

If default shall at any time be made by Tenant in the payment of rent when due to Lessor as herein provided or if default shall be made in any of the other covenants or conditions to be kept, observed and performed by Tenant, and such default shall continue for thirty (30) days after notice thereof in writing to Tenant by Lessor without correction thereof then having been commenced and thereafter diligently prosecuted, Lessor may declare the term of this sublease ended and terminated by giving Tenant written notice of such intention, and if possession of the subleased premises is not surrendered, Lessor may reenter said premises. Lessor shall have, in addition to the remedy above provided, any other right or remedy available to Lessor on account of any Tenant default, either in law or equity. Lessor shall use reasonable efforts to mitigate its damages.

Lessor may, but will not be obligated to, make any payment or perform any obligation under this sublease that Tenant has failed to perform, as and when required hereunder. Tenant will pay Lessor for all expenditures and costs incurred by Lessor in performing any obligation of Tenant, upon demand, with interest thereon at the rate of twelve percent (12%) per month, but in no event at a rate in excess of that allowed by law. Lessor's right to cure any Tenant default is for the sole protection of Landlord and in no event will Tenant be released from any obligation to perform all of Tenant's obligations and covenants under this sublease, and the contents of this Section will not be deemed a waiver by Lessor of any other right that Lessor may have arising from any default of this sublease by Tenant, whether or not Lessor exercises its rights under this Section.

15. Quiet Possession.

Lessor covenants and warrants that upon performance by Tenant of its obligations hereunder, Lessor will keep and maintain Tenant in exclusive, quiet, peaceable and undisturbed and uninterrupted possession of the subleased premises during the term of this sublease.

16. Condemnation.

If any legally, constituted authority condemns the building or such part thereof which shall make the subleased premises unsuitable for leasing, this sublease shall cease when the public authority takes possession, and Tenant shall account for rental as of that date. Any and all awards payable by the condemning authority in connection with a taking will be the sole property of Landlord; however, nothing contained herein will prevent Tenant from prosecuting a separate claim for the value of its interest, as long as that award does not diminish the award that Landlord would otherwise be entitled to as a result of the taking.

17. Subordination.

Tenant accepts this sublease subject and subordinate to any mortgage, deed of trust or other lien presently existing or hereafter arising upon the subleased premises, or upon the building and to any renewals, refinancing and extensions thereof, but Tenant agrees that any such mortgagee shall have the right at any time to subordinate such mortgage, deed of trust or other lien to this sublease on such terms and subject to such conditions as such mortgagee may deem appropriate in its discretion.

18. Indemnity.

Tenant will indemnify, defend, and hold harmless Landlord, Lessor and its agents and employees from any claim, liability, damage, or loss, or any cost or expense in connection therewith (including reasonable attorney fees), whether suffered directly or from a third-party claim arising out of (a) any damage to any person or property occurring in, on, or about the premises or the Property of which the premises are a part, (b) use by Tenant or its agents, invitees, or contractors of the Common Area and the premises, and/or (c) Tenant's breach or violation of any term of this sublease.

19. Notice.

Any notice required or permitted under this sublease shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to Landlord to: Grace Lutheran Church

[Landlord] Grace Lutheran Church

[Landlord's Address] 510 May St, Molalla, OR 97038

If to Lessor to:

[Lessor] City of Molalla

[Lessor's Address] 117 N. Molalla Ave, PO Box 248, Molalla, OR 97038

If to Tenant to:

[Tenant] Communities That Care

[Tenant's Address] 212 5th Street, Molalla, OR 97038

Landlord, Lessor and Tenant shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party. Notice is effective 48 hours after such deposit in the U.S. Mail.

21. Brokers.

Tenant represents that Tenant was not shown the premises by any real estate broker or agent and that Tenant has not otherwise engaged in, any activity which could form the basis for a claim for real estate commission, brokerage fee, finder's fee or other similar charge, in connection with this sublease.

22. Arbitration.

Any dispute between the parties relating to the interpretation of their rights and obligations under this sublease will be resolved solely by arbitration. Notwithstanding the foregoing, this Section will not be applicable to any dispute concerning the payment of Rent or use of the premises.

Such arbitration will be conducted in accordance with the Commercial Arbitration Rules of the American Arbitration Association as then in effect (the "Arbitration Rules"), except as provided below. Any such arbitration will be held and conducted before one (1) arbitrator who will be selected by mutual agreement of the parties; if agreement is not reached on the selection of an arbitrator within fifteen (15) days of receipt of a written demand for arbitration as set forth below, then an arbitrator will be appointed by the presiding judge of the Circuit Court of Clackamas County, Oregon. The provisions of the Arbitration Rules will apply and govern the arbitration subject, however, to the following:

Any demand for arbitration must be in writing and must be made within ninety (90) days after the claim, dispute, or other matter in question has arisen. The arbitration proceeding must commence within thirty (30) days of appointment of the arbitrator, and all document exchange and other discovery of evidence must be completed within twenty (20) days of the appointment.

The arbitrator appointed must be a former or retired judge or practicing attorney with at least ten (10) years experience in real property and commercial matters.

The arbitrator will resolve the controversy in accordance with the Arbitration Rules, applicable law, and the terms and conditions of this sublease. Thereafter, the arbitrator will prepare in writing and provide to the parties his or her decision, including factual findings and reasons on which the decision is based.

The arbitration proceeding must be conducted and completed within five (5) days after its commencement, and the decision of the arbitrator must be made within sixty (60) days from the date of receipt of the written demand for arbitration.

The prevailing party will be awarded reasonable attorneys' fees, expert and non-expert witness costs and expenses, and other costs and expenses incurred in connection with the arbitration, unless the arbitrator, for good cause, determines otherwise.

Costs and fees of the arbitrator will be borne by the non-prevailing party.

The decision of the arbitrator, which may include equitable relief, will be final, and judgment may be entered on the decision in accordance with applicable Law in any court having jurisdiction over the matter.

23. Waiver.

No waiver of any default of Landlord, Lessor or Tenant hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Landlord, Lessor or Tenant shall not be construed as a waiver of a subsequent breach of the same covenant, term or condition.

24. Memorandum of sublease.

The parties hereto contemplate that this sublease should not and shall not be filed for record, but in lieu thereof, at the request of either party, Lessor and Tenant shall execute a Memorandum of sublease to be recorded for the purpose of giving record notice of the appropriate provisions of this sublease.

25. Headings.

The headings used in this sublease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this sublease.

26. Successors.

The provisions of this sublease shall extend to and be binding upon Lessor and Tenant and their respective legal representatives, successors and assigns.

27. Consent.

Lessor shall not unreasonably withhold or delay its consent with respect to any matter for which Lessor's consent is required or desirable under this sublease.

28. Performance.

If there is a default with respect to any of Lessor's covenants, warranties or representations under this sublease, and if the default continues more than thirty (30) days after notice in writing from Tenant to Lessor specifying the default, Tenant may, at its option and without affecting any other remedy hereunder, cure such default and deduct the cost thereof from the next accruing installment or installments of rent payable hereunder until Tenant shall have been fully reimbursed for such expenditures, together with interest thereon at a rate equal to the lesser of twelve percent (12%) per annum or the then highest lawful rate. If this Sublease terminates prior to Tenant's receiving full reimbursement, Lessor shall pay the unreimbursed balance plus accrued interest to Tenant on demand.

29. Compliance with Law.

Tenant shall comply with all laws, orders, ordinances and other public requirements now or hereafter pertaining to Tenant's use of the subleased premises. Lessor shall comply with all laws, orders, ordinances and other public requirements now or hereafter affecting the subleased premises.

30. Final Agreement.

This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof. This Agreement may be modified only by a further writing that is duly executed by both parties.

IN WITNESS WHEREOF, the parties have executed this sublease as of the day and year first above written.

[Tenant]Signature

Lynne Blatter DATE *4/2/2010*

[Lessor]Signature

Jim H. Atkins, Jr. DATE *04-01-10*

City Of Molalla

City Council Meeting

Agenda Category: New Business

Subject: Review Warrant Register for March 2012.

Recommendation: Review and motion to approve warrant register

Date of Meeting to be Presented: April 11, 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.C.

City Recorder Use Only

Invoice Number	Description	Invoice Date	Amount
2000 AUTO REPAIR, INC.			
63235	24FEB2012	02/24/2012	547.68
A.C. GILBERT'S DISCOVERY VILLAGE			
63358	3559	03/12/2012	257.64
ACUITY GROUP PLLC			
63305	03122012 FORENSIC AUDIT	03/07/2012	2,500.00
ADVANTAGE FINANCIAL SERVICES			
63236	11946666	02/24/2012	419.91
AETNA			
315121	PR0310120 Aetna Pay Period: 3/10/2012	03/12/2012	75.00
330121	PR0325120 Aetna Pay Period: 3/25/2012	03/23/2012	75.00
AFLAC			
63423	PR0325120 AFLAC - AfterTax Pay Period: 3/10/2012	03/23/2012	124.30
	PR0325120 AFLAC - AfterTax Pay Period: 3/25/2012	03/23/2012	124.30
	PR0325120 AFLAC - PreTax Pay Period: 3/10/2012	03/23/2012	187.73
	PR0325120 AFLAC - PreTax Pay Period: 3/25/2012	03/23/2012	187.73
ALEXIN ANALYTICAL LABORATORIES			
63359	9728	03/15/2012	267.00
ALLEN ROSE			
63386	2006-1633 RESTITUTION - RUSH	03/15/2012	248.46
AMY KELLER			
63237	FEB 2012	02/29/2012	56.06
ARAMARK UNIFORM SERVICES			
63238	529-0082252	02/28/2012	105.81
	529-0082253	03/05/2012	46.63
	529-0082253	03/05/2012	46.62
	529-0082253	03/05/2012	46.62
	529-0092141	03/06/2012	25.68
	529-0092141	03/06/2012	25.68
	529-0092141	03/06/2012	25.67
63310	529-0102093	03/13/2012	48.04
	529-0102093	03/13/2012	48.04
	529-0102093	03/13/2012	48.03
	529-0102094	03/13/2012	84.81
	529-0102094	03/13/2012	84.80
63360	529-0112057	03/20/2012	41.22
	529-0112057	03/20/2012	41.22
	529-0112057	03/20/2012	41.21
ARONSON SECURITY GROUP			
63311	11385	03/07/2012	600.00
BATEMAN SENIOR MEALS			
63312	MOCLK212912	02/29/2012	283.93
	MOCLK212912	02/29/2012	421.83

Invoice Number	Description	Invoice Date	Amount
BBC STEEL			
63361	12030211	03/07/2012	2,422.00
BEERY, ELSNER & HAMMOND, LLP			
63313	10023	03/01/2012	40.00
	10023	03/01/2012	157.50
	10023	03/01/2012	2,461.52
	10023	03/01/2012	1,155.14
BI-MART CORPORATION			
63239	930102 02/12	02/29/2012	101.04
	930102 02/12	02/29/2012	9.99
	930102 02/12	02/29/2012	21.47
	930102 02/12	02/29/2012	21.46
	930102 02/12	02/29/2012	2.59
	930102 02/12	02/29/2012	1.39
	930102 02/12	02/29/2012	2.97
BLACKSTONE AUDIOBOOKS			
63240	602186	02/29/2012	131.25
63362	603491	03/14/2012	67.50
BOARDMAN COMPUTER SUPPORT			
63241	1391	01/18/2012	720.00
BOOK WHOLESALERS, INC,			
63242	250235D LIBRARY BOOKS	01/30/2012	31.54
	254281D LIBRARY BOOKS	02/06/2012	16.12
	257429D LIBRARY BOOKS	02/13/2012	762.28
	259757D LIBRARY BOOKS	02/16/2012	105.16
	261680D LIBRARY BOOKS	02/15/2012	42.86
	266067D LIBRARY BOOKS	02/21/2012	36.78
BROADWAY CAB			
63243	JAN/FEB STMT	02/29/2012	329.40
CAMCO EXCAVATION & PLUMBING			
63363	54	03/13/2012	425.00
CARQUEST AUTO PARTS, SITE #3344			
63314	FEB 2012	03/13/2012	164.91
	FEB 2012	03/13/2012	126.13
	FEB 2012	03/13/2012	12.58
	FEB 2012	03/13/2012	30.22
CASCADE COLUMBIA DISTRIBUTION			
63244	564163	02/22/2012	169.00
63315	563761	02/17/2012	17,164.60
	564819	03/02/2012	6,176.39
63364	565099	03/09/2012	453.20
CCPOBF			
63413	PR0325120 CCPOBF CCPO BENEVOLENT FOUNDATION Pay Period: 3/10/2	03/23/2012	47.50
	PR0325120 CCPOBF CCPO BENEVOLENT FOUNDATION Pay Period: 3/25/2	03/23/2012	47.50

Invoice Number	Description	Invoice Date	Amount
CENTER POINT PUBLISHING			
63365			
1000337		03/19/2012	170.16
1002867		03/04/2012	22.17
CHARTER MECHANICAL			
63316			
392725		03/10/2012	456.13
392726		02/29/2012	587.10
493901-02/12		03/13/2012	1,340.00
CHEMTRAC SYSTEM, INC			
63245			
21239		02/16/2012	1,165.00
CHRYSTIN CREW			
63246			
FEB 2012		02/29/2012	98.24
CIT			
63247			
20989097		03/01/2012	266.18
CITISTREET - STATE OF OREGON			
63306			
PR0310120	Oregon Growth Savings Pay Period: 3/10/2012	03/12/2012	23.31
PR0310120	Oregon Growth Savings Pay Period: 3/10/2012	03/12/2012	346.40
63414			
PR0325120	Oregon Growth Savings Pay Period: 3/25/2012	03/23/2012	23.31
PR0325120	Oregon Growth Savings Pay Period: 3/25/2012	03/23/2012	346.40
CITY OF MOLALLA			
63415			
PR0325120	Coffee Fund Pay Period: 3/25/2012	03/23/2012	45.00
CITY OF TOLEDO			
63248			
02/2012	CPO PRIMER / EXAM	02/27/2012	200.00
CLACK CNTY CRIMINAL JUSTICE			
62972			
2012 DUES		01/25/2012	50.00-
CLACKAMAS 800 RADIO GROUP			
63249			
02/21/2012		03/05/2012	5,988.00
CLACKAMAS COMMUNITY COLLEGE			
63319			
SPRING 2012 CLASSES	CROMWELL, DARRYL 0620099	03/14/2012	265.50
SPRING 2012 CLASSES	PATRICK, JONATHAN 0470322	03/14/2012	265.50
CLACKAMAS COUNTY PEACE OFFICER			
63416			
PR03251215	Police Union Dues Pay Period: 3/10/2012	03/23/2012	255.24
PR03251215	Police Union Dues Pay Period: 3/25/2012	03/23/2012	255.24
CLACKAMAS COUNTY RECORDING			
63320			
367516		02/02/2012	5.00
CLACKAMAS COUNTY SHERIFF'S OFF			
63250			
15044-FAF		02/27/2012	50.00
CLACKAMAS COUNTY TREASURER			
63299			
FEB 2012	COURT ASSESSMENTS	03/06/2012	1,153.09
CLACKAMAS FEDERAL CREDIT UNION			
63307			
PR0310120	Credit Union Pay Period: 3/10/2012	03/12/2012	225.00

Invoice Number	Description	Invoice Date	Amount
63417			
PR0325120	Credit Union Pay Period: 3/25/2012	03/23/2012	225.00
CLIFF KLANG			
63251			
FEB 2012	JANITORIAL SERVICES	02/29/2012	640.00
FEB 2012	JANITORIAL SERVICES	02/29/2012	740.00
COASTWIDE LABORATORIES			
63321			
2408963		03/09/2012	28.70
63366			
2410329		03/14/2012	294.88
COLONIAL LIFE & ACCIDENT			
63418			
PR0325120	Colonial Pay Period: 3/25/2012	03/23/2012	37.55
PR0325120	Colonial Pay Period: 3/10/2012	03/23/2012	37.55
COMMERCIAL BANK			
315122			
PR0310120	Federal Withholding Tax Pay Period: 3/10/2012	03/12/2012	11,247.61
PR0310120	Social Security Pay Period: 3/10/2012	03/12/2012	4,532.90
PR0310120	Social Security Pay Period: 3/10/2012	03/12/2012	6,691.38
PR0310120	Medicare Pay Period: 3/10/2012	03/12/2012	1,564.93
PR0310120	Medicare Pay Period: 3/10/2012	03/12/2012	1,564.93
330122			
PR0325120	Federal Withholding Tax Pay Period: 3/25/2012	03/23/2012	12,417.50
PR0325120	Social Security Pay Period: 3/25/2012	03/23/2012	4,841.96
PR0325120	Social Security Pay Period: 3/25/2012	03/23/2012	7,147.68
PR0325120	Medicare Pay Period: 3/25/2012	03/23/2012	1,671.66
PR0325120	Medicare Pay Period: 3/25/2012	03/23/2012	1,671.66
COMPUSMART			
63252			
2255		02/24/2012	13.75
2255		02/24/2012	13.75
2255		02/24/2012	27.50
2255		02/24/2012	198.49
COPYTRONIX			
63367			
080866		03/13/2012	18.75
COSTCO WHOLESALE MEMBERSHIP			
63368			
2012 RENEWAL		03/19/2012	110.00
COUGAR ENTERPRISES, INC.			
63369			
480961		03/08/2012	210.00
480964		03/08/2012	560.00
480966		03/19/2012	560.00
CRUSHER DAWGS, INC.			
63253			
13042-02/12		02/25/2012	172.60
CRYSTAL AND SIERRA SPRINGS			
63254			
72013405		02/23/2012	61.83
63322			
72224782		03/01/2012	23.85
63370			
T120685174030		03/08/2012	47.76
DALLAS TOWING			
63371			
16168		03/03/2012	223.00

Invoice Number	Description	Invoice Date	Amount
DARREN PENNI 63323			
	COSTCO	03/13/2012	25.30
DAY WIRELESS SYSTEMS, INC. 63255			
	128684	02/27/2012	30.00
63372			
	128684-00	02/27/2012	30.00
	128684-00	02/27/2012	30.00-
DEMCO, INC. 63373			
	4542965	03/14/2012	63.63
DENISE KIMBALL 63256			
	FEB 2012	02/29/2012	56.61
DEPARTMENT OF FINANCE 63324			
	36215	03/01/2012	6,495.00
DEPT OF MOTOR VEHICLES 63325			
	64891	02/29/2012	11.50
DEQ 63374			
	LEVEL 3 EXAM JONATHAN PATRICK	03/19/2012	190.00
DOUGLAS REIF 63277			
	11-0719 Municipal Court Bail Refund	03/05/2012	20.00
EBS 63424			
	PR0325120 Life Insurance CIS Life Pay Period: 3/25/2012	03/23/2012	218.23
	PR0325120 Life Insurance CIS Life Pay Period: 3/25/2012	03/23/2012	161.09
EOFF ELECTRIC SUPPLY 63375			
	S001133758.001	03/05/2012	166.47
	S001133814.001	03/14/2012	99.43
FINEST CUSTOM CONSTRUCTION 63257			
	03012012	03/01/2012	990.00
First Investors 315123			
	PR0310120 First Investors Pay Period: 3/10/2012	03/12/2012	260.76
	PR0310120 First Investors Pay Period: 3/10/2012	03/12/2012	3,626.73
330123			
	PR0325120 First Investors Pay Period: 3/25/2012	03/23/2012	260.76
	PR0325120 First Investors Pay Period: 3/25/2012	03/23/2012	3,626.73
FIRWOOD DESIGN GROUP LLC 63326			
	9593	02/08/2012	2,018.75
63410			
	9603	03/12/2012	2,481.25
FREEDOM MAILING SERVICES, INC 63258			
	20192	02/28/2012	461.09
	20192	02/28/2012	461.08
	20192	02/28/2012	96.23
	20192	02/28/2012	96.23
	20192	02/28/2012	96.23

Invoice Number	Description	Invoice Date	Amount
FRIENDS OF FAMILY FARMERS			
63343			
300 E MAIN ST	WATER/SEWER DEPOSIT REFUND	03/14/2012	40.28
GALE			
63376			
95784183		03/12/2012	160.48
GARY BUNNELL			
63406			
710 W. MAIN ST	710 W MAIN ST OVERPAYMENT	03/20/2012	31.73
710 W. MAIN ST	710 W MAIN ST OVERPAYMENT	03/20/2012	31.73
GE CAPITAL			
63259			
56856779		02/15/2012	34.30
GE MONEY BANK/AMAZON			
63377			
FEB 2012		03/16/2012	1,242.70
GENEVRA MOLINA			
63327			
03/06/2012	PROFESSIONAL SERVICES	03/13/2012	90.00
63378			
03202012	03/20/2012	03/20/2012	90.00
GRAINGER			
63260			
9769671372		03/02/2012	48.96
63328			
9771660595		03/06/2012	86.66
GRANGE INSURANCE GROUP			
63300			
FEB 2012	RESTITUTION - MCGARVEY	03/06/2012	50.00
GREGORY MOORE			
63407			
785 JUNE DRIVE	WATER/SEWER DEPOSIT REFUND	03/15/2012	39.69
GROVE, MUELLER & SWANK			
63261			
56080	ANNUAL AUDIT	02/29/2012	7,000.00
HRA VEBA TRUST			
63425			
PR0325120	Health Insurance HSA Health Insurance Pay Period: 3/25/2012	03/23/2012	4,750.00
HUMANA INC.			
63419			
PR0325120	Humana Pay Period: 3/25/2012	03/23/2012	646.12
ICC			
62733			
2864406-2011		12/20/2011	125.00-
INGRAM LIBRARY SERVICES			
63262			
03617694	LIBRARY BOOKS	02/23/2012	8.92
03617695	LIBRARY BOOKS	02/23/2012	97.82
03728196	LIBRARY BOOKS	03/01/2012	35.67
03728197	LIBRARY BOOKS	03/01/2012	104.04
03728198	LIBRARY BOOKS	03/01/2012	376.10
63379			
03740384	LIBRARY BOOKS	03/02/2012	163.07
03835698	LIBRARY BOOKS	03/08/2012	25.95
03835699	LIBRARY BOOKS	03/08/2012	8.92
03848119	LIBRARY BOOKS	03/09/2012	36.46
03872064	LIBRARY BOOKS	03/12/2012	22.46-
03938412	LIBRARY BOOKS	03/15/2012	19.24

Invoice Number	Description	Invoice Date	Amount
J.D. PETERKIN CO 63263	03938413 LIBRARY BOOKS	03/15/2012	624.34
63329	FEB 12 STMT	03/05/2012	18.00
JACK RAWLINGS 63330	FEB STMT	02/29/2012	6.00
	2998	03/07/2012	283.00
JEFF SUMPTER 63380			
	03/20/2012 03/20/2012	03/20/2012	50.00
JOHN DEERE CO 63381			
	P19723	02/27/2012	60.63
JONATHAN PATRICK 63317			
	UPS 03122012	03/12/2012	138.07
JOYCE STAHL 63303			
	03072012	03/07/2012	64.56
	03072012	03/07/2012	64.56
	03072012	03/07/2012	147.45
	03072012	03/07/2012	147.44
KUSTOM SIGNALS INC 63347			
	458882	03/01/2012	10,844.64
LAKESIDE INDUSTRIES 63264			
	11207510MB	02/29/2012	260.28
LANA BREWER 63382			
	03212012	03/21/2012	96.57
LEGISLATIVE COUNCIL COMMITTEE 63383			
	2012 CRIMINAL CODE	03/19/2012	180.00
LES SCHWAB - MOLALLA 63265			
	262-00394 02/12	02/29/2012	50.48
MAEGHAN SANDBERG 63318			
	030712	03/13/2012	138.38
MARION SCHROEDER 63266			
	FEB STMT	02/29/2012	90.47
MARYANN K. MEANEY 63331			
	030712	03/07/2012	787.50
MELVIN G. PAYNE 63267			
	FEB 2012	02/29/2012	13.32
MILWAUKIE POLICE DEPARTMENT 63384			
	2012 DUES CRIMINAL JUSTICE COUNCIL	03/20/2012	50.00
MINUTEMAN PRESS 63268			
	35883	02/22/2012	144.13

Invoice Number	Description	Invoice Date	Amount
MOLALLA AREA SENIORS			
63269			
	D. WEBSTER DELORA WEBSTER DUES	02/29/2012	7.00
MOLALLA CAR WASH			
63270			
	59	02/09/2012	76.00
63385			
	60	03/05/2012	80.00
MOLALLA COMMUNICATIONS			
63271			
	03052012 604520	03/05/2012	195.09
	03052012 604519	03/05/2012	152.15
	03052012 604521	03/05/2012	369.84
	03052012 604550	03/05/2012	1,610.99
	03052012 604583	03/05/2012	2.43
	03052012 604438	03/05/2012	301.26
	03052012 604467	03/05/2012	1.24
	03052012 604502	03/05/2012	221.85
MOLALLA FFA			
63272			
	30512	03/05/2012	1,054.00
MOLALLA KIWANIS CLUB			
63273			
	02292012 CHRISTMAS TREE DECORATIONS	03/05/2012	104.70
MOLALLA PIONEER - CANBY			
63274			
	02/15/2012 ADVERTISING	02/15/2012	12.00
63332			
	FEB STMT AQUATIC CENTER	02/29/2012	150.00
MOLALLA PUMP			
63275			
	FEB STMT	02/29/2012	1.39
	FEB STMT	02/29/2012	4.89
MOLALLA SAW SHOP			
63276			
	FEB STMT	02/28/2012	87.95
NEXTEL COMMUNICATIONS			
63278			
	949862046-068	02/27/2012	505.71
63387			
	922122318-124	03/18/2012	195.54
	922122318-124	03/18/2012	106.41
	922122318-124	03/18/2012	80.58
NORTHSTAR CHEMICAL, INC.			
63279			
	29282	03/02/2012	1,840.60
NW NATURAL GAS			
63388			
	03192012	03/19/2012	168.29
	03192012	03/19/2012	153.92
	03192012	03/19/2012	4,814.37
	03212012	03/21/2012	313.28
	03212012	03/21/2012	136.26
	03212012	03/21/2012	696.68
O.T.E.T.			
63426			
	PR0325120 Health Insurance Pay Period: 3/10/2012	03/23/2012	777.14
	PR0325120 Health Insurance Pay Period: 3/25/2012	03/23/2012	43,872.06

Invoice Number	Description	Invoice Date	Amount
OACP 63334	PR0325120 Health Insurance Pay Period: 3/25/2012	03/23/2012	777.14
ODOT ATTN: CAO COORDINATOR 63301	20111250	12/16/2011	200.00
OFFICE OF THE TRUSTEE 63308	FEB 2012 RESTITUTION - GIBSON	03/06/2012	50.00
63420	PR031512 CASE #11-40544 TMB-13	03/15/2012	500.00
OHA CASHIER 63348	PR033012 CHRISTOPHERSON	03/30/2012	500.00
63411	2012 EXAM	03/14/2012	85.00
OR DEPARTMENT OF JUSTICE 63309	EDMUNDS - 2012	03/21/2012	70.00
63421	PR031512 CASE #005BE1211J41	03/15/2012	1,000.00
	PR031512 CASE #043AAAA61141	03/15/2012	449.00
	PR033012 CASE #043AAAA61141	03/30/2012	449.00
OREGON DEPT OF REVENUE 63302	PR03302012 CASE #005BE1211J41	03/30/2012	1,000.00
315124	COURT FEB 2012 FEB 2012 UNITARY	03/06/2012	2,261.86
	COURT FEB 2012 FEB 2012 OTHER STATE FEES	03/06/2012	1,069.00
330124	PR0310120 State Withholding Tax Pay Period: 3/10/2012	03/12/2012	7,052.15
ORICK'S TAXI 63280	PR0325120 State Withholding Tax Pay Period: 3/25/2012	03/23/2012	7,643.78
63389	02162012	02/16/2012	50.00
	02172012	02/17/2012	40.00
ORWEF 63304	3/20/2012	03/21/2012	260.00
PACIFIC OFFICE AUTOMATION - PA 63281	SHULTZ ADAM SHULTZ	03/08/2012	195.00
PENNY WEIDE 63390	12772490	02/25/2012	164.30
	12784847	03/01/2012	331.78
	12822533	03/01/2012	596.78
PINE VALLEY ECO PRODUCTS 63391	03162012	03/16/2012	95.46
PITNEY BOWES INC. 63392	0047964	02/28/2012	1,244.90
	0876599-MR12	03/19/2012	148.80
	0876599-MR12	03/19/2012	148.80
	0876599-MR12	03/19/2012	148.80
	0876599-MR12	03/19/2012	148.80

Invoice Number	Description	Invoice Date	Amount
0876599-MR12		03/19/2012	148.80
0876599-MR12		03/19/2012	148.80
0876599-MR12		03/19/2012	148.80
0876599-MR12		03/19/2012	148.80
0876599-MR12		03/19/2012	148.80
0876599-MR12		03/19/2012	148.80
PLEASE HOLD			
63282			
81131	TELEPHONE RECORDING	03/01/2012	15.00
POLYLINE CORP.			
63393			
00823382		03/05/2012	228.17
PORTLAND ELECTRICAL CONST.			
63335			
115-315		03/09/2012	985.00
63394			
115-314		03/09/2012	305.00
115-316		03/09/2012	745.00
PORTLAND GENERAL ELECTRIC			
63283			
03052012		03/05/2012	108.78
03052012		03/05/2012	1,181.18
03052012		03/05/2012	623.99
03052012		03/05/2012	679.73
03052012		03/05/2012	649.77
03052012		03/05/2012	564.03
03052012		03/05/2012	2,568.58
03052012		03/05/2012	5,235.17
63395			
03192012		03/19/2012	6,500.99
03192012		03/19/2012	12,842.01
PREMIER FLEET SERVICES			
63284			
CL58789		02/16/2012	415.55
CL58935		03/05/2012	230.21
CL58935		03/05/2012	230.21
CL58935		03/05/2012	230.21
CL58935		03/05/2012	434.50
CL58935		03/05/2012	230.19
63336			
CL58934		03/10/2012	1,889.27
CL58936		02/29/2012	286.47
63396			
CL59071		03/15/2012	2,169.73
CL59072		03/15/2012	286.81
CL59072		03/15/2012	286.81
CL59072		03/15/2012	286.81
CL59072		03/15/2012	371.27
CL59072		03/15/2012	286.83
CL59073		03/15/2012	115.53
PREWIRES UNLIMITED INC			
63285			
2012-2-29		02/29/2012	345.00
PROFESSIONAL CODE SERVICES, IN			
63337			
133		02/02/2012	250.00
QUILL CORPORATION			

Invoice Number	Description	Invoice Date	Amount
63338	1509636 OFFICE SUPPLIES	02/29/2012	34.18
63397	1765944 OFFICE SUPPLIES	03/12/2012	183.64
	1796995 OFFICE SUPPLIES	03/13/2012	447.09
	1890564 OFFICE SUPPLIES	03/16/2012	23.79
RANDOM HOUSE, INC. 63286	1083480984	02/25/2012	36.00
63398	1083603593	03/09/2012	32.00
REBECCA SCHALEGER 63339	1 BUCKLEY	03/04/2012	150.00
	2 FUNK	03/04/2012	150.00
	2157	03/04/2012	544.80
	3 ORAL	03/04/2012	150.00
	4 CALDERA	03/04/2012	150.00
	5 MENDOZA	03/04/2012	150.00
	6 OWEN	03/04/2012	150.00
	7 SPARKS	03/04/2012	150.00
REGISTER TAPES UNLIMITED, LP 63340	J120159	03/07/2012	3,600.00
RICKY MEYER 63287	FEB 2012	02/29/2012	93.24
RUSS MABRY 63288	35 MEETINGS BROADCASTING	03/05/2012	350.00
SANDY CASTERLINE 63289	FEB 2012	02/29/2012	69.38
SECRETARY OF STATE 63349	FY 2010/2011 AUDIT FY 2010/2011 AUDIT	03/15/2012	300.00
SHERI SMITH 63333	030612 T-SHIRT REFUND	03/06/2012	10.00
SHRED-IT USA - PORTLAND 63399	9400095165	02/27/2012	85.00
SOUTH FORK COFFEE COMPANY 63400	340433 COFFEE & SUPPLIES	03/15/2012	92.15
SPORTS MEDIA 63290	SPRING 2012 2012 SPRING SPORTS POSTER	03/05/2012	99.50
STATEWIDE RENT-A-FENCE OF OREGON 63401	12848	02/23/2012	229.50
STELLA SMITH 63297	175 SHIRLEY ST WATER/SEWER DEPOSIT REFUND	03/05/2012	30.05
STEPHEN COX 63291	FEB 2012 HDM MILEAGE REIMBURSEMENT	03/05/2012	219.78

Invoice Number	Description	Invoice Date	Amount
SYSCO PORTLAND INC. 63292			
202102213		02/10/2012	117.32
TEAMSTERS LOCAL 223 63422			
PR0325120	Teamsters Union Dues Pay Period: 3/10/2012	03/23/2012	354.00
PR0325120	Teamsters Union Dues Pay Period: 3/25/2012	03/23/2012	354.00
THE BANK OF NEW YORK TRUST 63402			
252-1614743		03/19/2012	351.75
252-1614743		03/19/2012	351.75
252-1614744		03/19/2012	352.10
THE DESSERT TRAY INC 63293			
03/10/2012		03/05/2012	42.00
THOMAS BOUREGY & COMPANY 63294			
67676A		02/07/2012	139.50
TODOS JUNTOS (CANBY) 63403			
3.12.4		03/20/2012	5,103.60
TONY LAPOINTE 63341			
030612	03/06/2012	03/13/2012	50.00
63404			
03202012	03/20/2012	03/20/2012	50.00
TRACY RUSH 63344			
804 E 3RD	WATER/SEWER DEPOSIT REFUND	03/13/2012	33.36
TRAFFIC SAFETY SUPPLY CO.,INC. 63412			
954330		03/14/2012	395.40
954540		03/16/2012	101.50
TRUE VALUE 63295			
FEB 2012		02/29/2012	7.18
FEB 2012		02/29/2012	12.14
FEB 2012		02/29/2012	3.86
FEB STMT		02/29/2012	33.19
FEB STMT		02/29/2012	5.84
FEB STMT		02/29/2012	4.49
FEB STMT		02/29/2012	85.91
FEB STMT		02/29/2012	19.14
FEB STMT		02/29/2012	83.33
FEB STMT		02/29/2012	11.23
UNITED GROCERS CASH & CARRY 63296			
237231	ADULT CENTER SUPPLIES	02/20/2012	19.64
63342			
POOL 159039	AQUATIC CENTER SUPPLIES	03/12/2012	457.26
VERIZON WIRELESS 63405			
1061345474	CELL PHONE	02/26/2012	612.88
WIBBING PUMP SERVICE LLC 63408			
12018		03/06/2012	1,844.00
WILDWOOD PLAYGROUNDS			

Invoice Number	Description	Invoice Date	Amount
63345	10208	03/06/2012	685.00
WILSONVILLE LOCK & SECURITY			
63346	0044867-IN	03/13/2012	59.85
WITHERS LUMBER			
63298	02/2012 STMT	03/05/2012	11.21
ZEE MEDICAL			
63409	0161481196	12/14/2011	77.40
Grand Totals:			309,641.58

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-12: A Resolution Approving an Administrative Cost Allocation Plan

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: \$339,693 from other operating funds will be transferred to the General Fund for administrative cost allocation. Detail provided in Attachment A to the resolution.

Background:

The budget for fiscal year 2011-12 was adopted by the Molalla City Council on June 8, 2011. Since that time, adjustments have been identified as being necessary to ensure adequate appropriations are in place and to prevent ending the year with a deficit.

A supplemental budget is required to recognize additional revenues, increase appropriations, create new funds, reallocate appropriations, and appropriate from contingency. A proposed administrative cost allocation plan also is incorporated into the supplemental budget. The administrative cost allocation plan will distribute central administrative services costs throughout all operation funds. This is a cost accounting concept used to identify and distribute indirect costs (internal city service costs not assignable to a specific department, program or activity). Cost allocation is a method to promote internal efficiencies within the organization. For Molalla, implementation of an administrative cost allocation plan is essential to help prevent the General Fund from ending the fiscal year in deficit.

SUBMITTED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

8.A

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

RESOLUTION NO. 2012 - 12

**A RESOLUTION APPROVING AN ADMINISTRATIVE
COST ALLOCATION PLAN**

WHEREAS: On June 8, 2011, the Molalla City Council passed Resolution 2011-08 adopting a budget, making appropriations, imposing taxes and categorizing the taxes for fiscal year 2011-12; and

WHEREAS: The FY 2011-12 budget adopted by Resolution 2011-08 contained a \$275,228 budgeted negative beginning fund balance, which is not permitted by state statute; and

WHEREAS: The actual beginning fund for FY 2011-12 as identified in the audited financial statements for year ending June 30, 2011 is negative \$321,757, a deficit \$46,529 larger than budgeted; and

WHEREAS: Budgeted revenues in the General Fund are inadequate to pay for budgeted expenditures and reverse the negative beginning fund balance; and

WHEREAS: It is unlawful for a municipality to end the fiscal year with negative fund balance in any fund; and

WHEREAS: Implementation of an administrative cost allocation plan is essential to help prevent the General Fund from ending the fiscal year in deficit; and

WHEREAS: Implementation of an administrative cost allocation plan is a method used to promote internal efficiencies with organizations.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES: to approve the FY 2011-12 administrative cost allocation plan, attached hereto as Exhibit A.

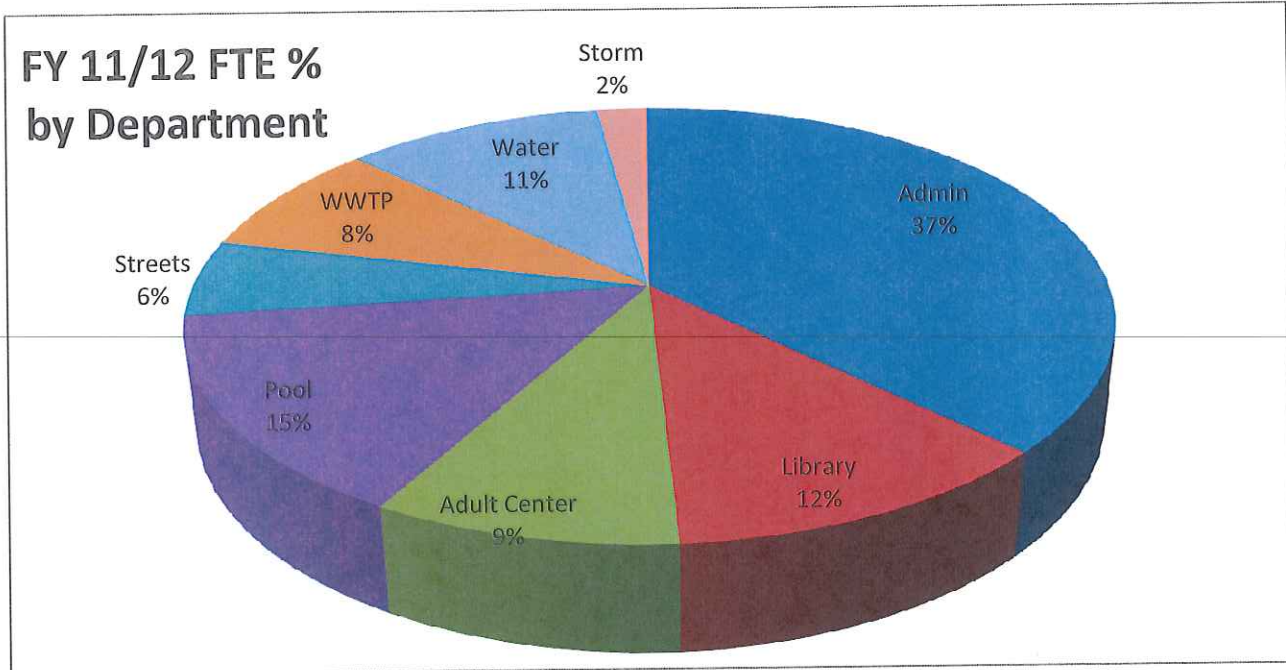
Adopted by the City Council this ____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder

The cost allocation for FY 2011/2012



Fiscal Year 2011/2012 Allocatable Expenses

		Budget	Projected Actuals
Personnel Services	\$	385,208.00	\$ 405,056.94
Power	\$	15,000.00	\$ 11,654.61
Phone	\$	22,000.00	\$ 19,383.01
73% Operations	\$	102,200.00	\$ 94,720.72
Building Maintenance	\$	10,000.00	\$ 9,199.35
Training / Conference	\$	6,000.00	\$ 5,080.07
Dues & Memberships	\$	9,000.00	\$ 10,493.29
Printing/Publications	\$	1,500.00	\$ 9,063.37
Professional Services	\$	25,000.00	\$ 16,493.20
Insurance	\$	5,200.00	\$ 7,237.41
Miscellaneous	\$	500.00	\$ -
Custodian	\$	11,000.00	\$ 4,133.00
Custodian Supplies	\$	2,400.00	\$ 5,421.99
Office Supplies	\$	6,000.00	\$ 6,200.18
City Attorney	\$	30,000.00	\$ 36,211.20
Audit	\$	15,000.00	\$ 15,000.00
Council Broadcast	\$	5,000.00	\$ 3,450.00
Council Meetings	\$	8,700.00	\$ 10,281.00
	\$	659,708.00	\$ 669,079.34

	Budget Allocation	Actual Allocation	Paid This FY
Adult Center - 9%	\$ 59,373.72	\$ 59,373.72	\$ 3,772.68
Library - 12%	\$ 79,164.96	\$ 79,164.96	\$ 9,144.12
Aquatic Center - 10%	\$ 65,971.00	\$ 65,971.00	\$ -
Streets - 6%	\$ 39,582.48	\$ 38,582.00	\$ -
Water - 11%	\$ 72,567.88	\$ 72,567.88	\$ 15,000.00
WWTP - 8%	\$ 52,776.64	\$ 52,776.64	\$ 15,000.00
Storm - 2%	\$ 13,194.16	\$ 13,194.16	\$ -
	\$ 382,630.84	\$ 381,630.36	

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-13: A Resolution Establishing a Molalla Arts Commission Fund

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: Removes \$23,344 from the General Fund revenues and expenditures and creates at Molalla Arts Commission Fund with a budget of \$23,344

Background:

Currently, revenues for the Molalla Arts Commission are accounted for in the General Fund budget under Administrative Pass Thru and expenditures for the Commission are accounted for in the General Fund in Materials and Services. The Molalla Arts Commission receives donations and other funds that are restricted to Molalla Arts Commission activities. In the current budget, these restricted funds are comingled with other General Fund revenues making them difficult to account for properly. Creating a new special revenue fund specifically for Molalla Arts Commission activities will ensure proper accounting of the Commission's financial activity.

SUBMITTED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

8.B

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

RESOLUTION NO. 2012 - 13

A RESOLUTION ESTABLISHING A MOLALLA ARTS COMMISSION FUND

WHEREAS: On June 8, 2011, the Molalla City Council passed Resolution 2011-08 adopting a budget, making appropriations, imposing taxes and categorizing the taxes for fiscal year 2011-12; and

WHEREAS: The Molalla Arts Commission receives donations and other funds that are restricted to Molalla Arts Commission activities; and

WHEREAS: In the adopted FY 2011-12 budget, donations and other revenues for the Molalla Arts Commission are comingled with other General Fund revenues, making them difficult to account for; and

WHEREAS: Creating a new special revenue fund specifically for the Molalla Arts Commission will help ensure proper accounting of Commission financial activity.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES: to establish a new special revenue fund to be known as the Molalla Arts Commission Fund to account for financial activity of the Molalla Arts Commission.

Adopted by the City Council this ____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-14: A Resolution Establishing a Fox Park Pavilion Fund

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: Reduces \$11,000 from the General Fund: General Miscellaneous revenues and the same amount from General Fund Materials and Services expenditures, transfers \$5,000 from the Fox Park Fund and \$11,640 from Park SDC Fund to create the Fox Park Pavilion Fund, a new special revenue fund with a budget of \$32,640.

Background:

The Ford Foundation leadership program selected construction of a pavilion in Fox Park as their community project. The City agreed to serve as fiscal agent for the project and contribute \$5,000 from the Fox Park Fund and \$15,000 in Park SDCs. However, after applying the Park SDC methodology, the maximum amount of SDCs permitted for the project is \$11,640. The Fox Park pavilion project also receives donations from the community and funds from Ford Family Foundation grant that are restricted to the project. In the current budget, these funds are comingled with other General Fund revenues, making them difficult to account for. Creating a new special revenue fund specifically for the Fox Park Pavilion project will ensure proper accounting of the financial activities associated with the project.

SUBMITTED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

8.C

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

RESOLUTION NO. 2012 - 14

A RESOLUTION ESTABLISHING A FOX PARK PAVILION FUND

WHEREAS: On June 8, 2011, the Molalla City Council passed Resolution 2011-08 adopting a budget, making appropriations, imposing taxes and categorizing the taxes for fiscal year 2011-12; and

WHEREAS: The Ford Foundation Leadership program selected construction of a pavilion as a community project to benefit the citizens of Molalla; and

WHEREAS: The Ford Foundation agreed to contribute \$5,000 in grant funding toward construction of the pavilion in Fox Park; and

WHEREAS: The City of Molalla agreed to contribute funding to the project from the Fox Park Fund and from Park system development charges; and

WHEREAS: The Fox Park pavilion project receives donations that are restricted to pavilion construction project; and

WHEREAS: The City of Molalla agreed to serve as fiscal agent for the Fox Park pavilion construction project; and

WHEREAS: In the adopted FY 2011-12 budget, donations and other revenues for the Fox Park pavilion project are comingled with other General Fund revenues, making them difficult to account for; and

WHEREAS: Creating a new special revenue fund specifically for the Fox Park pavilion project will help ensure proper accounting of Commission financial activity.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES: to establish a new special revenue fund to be known as the Fox Park Pavilion Fund to account for financial activity of the pavilion project.

Adopted by the City Council this ____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-15: A Resolution Establishing a Logging Mural Fund

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: Reduces \$21,000 from the General Fund: General Miscellaneous revenues and the same amount from General Fund Materials and Services expenditures to create the Logging Mural Fund, a new special revenue fund with a budget of \$21,000.

Background:

The City of Molalla has engaged a well renown artist to create a logging mural in Fox Park. The logging mural project receives donations from the community that are restricted to the project. Currently, revenues for the Logging Mural project are comingled with other General Fund revenues, making them difficult to account for. Creating a new special revenue fund specifically for the Logging Mural project will ensure proper accounting of the financial activities associated with the project.

SUBMITTED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

8.D

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

RESOLUTION NO. 2012 - 15

A RESOLUTION ESTABLISHING A LOGGING MURAL FUND

WHEREAS: On June 8, 2011, the Molalla City Council passed Resolution 2011-08 adopting a budget, making appropriations, imposing taxes and categorizing the taxes for fiscal year 2011-12; and

WHEREAS: The City of Molalla received funding from the Clackamas County Arts Alliance to commission a logging mural in Fox Park; and

WHEREAS: The logging mural also receives donations that are restricted to completion of the project; and

WHEREAS: In the adopted FY 2011-12 budget, donations and other revenues for the logging mural project comingled with other General Fund revenues, making them difficult to account for; and

WHEREAS: Creating a new special revenue fund specifically for the logging mural project will help ensure proper accounting of contributions and other financial activity associated with the project.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES: to establish a new special revenue fund to be known as the Logging Mural Fund to account for financial activity associated with the mural project.

Adopted by the City Council this ____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-16: A Resolution Establishing a Molalla Police Department Special Revenue Fund

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: Reduces \$2,000 from the General Fund: Police Department General Miscellaneous revenues and the same amount from General Fund PD Materials and Services expenditures to create the Molalla Police Department Special Revenue Fund, a new special revenue fund with a budget of \$2,000.

Background:

The Molalla Police Department funds scholarships for local students through the sale of surplus and unclaimed equipment and through voluntary payroll deductions. The sale of surplus and unclaimed equipment funds are committed funds and *should* be accounted for separately. The voluntary payroll deductions are restricted revenues that *must be* accounted for separately. In the current budget, these funds are comingled with other general miscellaneous police department revenues, making them difficult to account for. Also, a local business has offered to donate funds toward the City's K-9 program. Creating a new special revenue fund specifically will ensure proper accounting of the payroll deductions and equipment sale and allow the City to account for donations to the K-9 program.

SUBMITTED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

8.E

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

RESOLUTION NO. 2012 - 16

**A RESOLUTION ESTABLISHING A MOLALLA POLICE DEPARTMENT SPECIAL
REVENUE FUND**

WHEREAS: On June 8, 2011, the Molalla City Council passed Resolution 2011-08 adopting a budget, making appropriations, imposing taxes and categorizing the taxes for fiscal year 2011-12; and

WHEREAS: The Molalla Police Department funds scholarships for local students through the sale of surplus and unclaimed equipment; and

WHEREAS: These are committed funds and should be accounted for separately; and

WHEREAS: The Molalla Police Department also funds scholarship for local students through payroll dedications; and

WHEREAS: Funds from payroll deductions are restricted funds and must be accounted for separately; and

WHEREAS: A local Molalla business has offered to contribute funds toward the City's K-9 program; and

WHEREAS: These donated funds are restricted funds and must be accounted for separately; and

WHEREAS: In the adopted FY 2011-12 budget, the voluntary payroll deductions and other revenue for the PD scholarship program and other donations are comingled with other General Fund revenues, making them difficult to account for; and

WHEREAS: Creating a new special revenue fund specifically for the Molalla Police Department scholarship program and other donations will help ensure proper accounting of contributions and financial activity associated with expenditure of the funds.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES: to establish a new special revenue fund to be known as the Molalla Police Department Special Revenue Fund to account for financial activity associated with the Molalla Police Department scholarship program and other donations.

Adopted by the City Council this ____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-17: A Resolution Declaring an Unforeseen Occurrence in the Adult Center Fund and Recognizing and Appropriating Beginning Fund Revenues

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: Identifies and appropriates \$55,501 in unrecognized revenue as cost allocation to the general fund.

Background:

The budget for fiscal year 2011-12 was adopted by the Molalla City Council on June 8, 2011. Since that time, adjustments have been identified as being necessary to ensure adequate appropriations are in place and to prevent ending the year with a deficit. To prevent ending the fiscal year with a deficit in the General Fund, the City will implement an administrative cost allocation process by which costs for administrative services are allocated to all operations funds. To accommodate the cost allocation in the Adult Center Fund, revenue identified in the actual beginning fund balance but not budgeted will be recognized and appropriated for cost allocation. No beginning fund balance was budgeted in the adopted FY 2011-12 budget. According to the audited financial statements, the actual beginning fund balance in the Adult Center Fund is \$65,229.75. Appropriating \$55,501 for cost allocation leaves \$9,728.75 as unrecognized beginning fund balance.

SUBMITTED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

8.F

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

RESOLUTION NO. 2012 - 17

A RESOLUTION DECLARING AN UNFORESEEN OCCURRENCE IN THE ADULT CENTER FUND AND RECOGNIZING AND APPROPRIATING BEGINNING FUND REVENUES

WHEREAS: On June 8, 2011, the Molalla City Council passed Resolution 2011-08 adopting a budget, making appropriations, imposing taxes and categorizing the taxes for fiscal year 2011-12; and

WHEREAS: In the adopted FY 2011-12 budget, no beginning fund balance was budgeted in the Adult Center Fund; and

WHEREAS: According to the audited financial statements for the City of Molalla for year ended June 30, 2011, the actual beginning fund balance for the Adult Center Fund for FY 2011-12 is \$65,229.75; and

WHEREAS: ORS 294.326(4) permits the City Council to recognize and declare this difference in beginning fund balance in the Adult Center Fund as an unforeseen occurrence or condition; and

WHEREAS: It is financially advantageous to the City of Molalla for the City Council to recognize and declare this beginning fund balance in the Adult Center Fund as an unforeseen occurrence or condition; and

WHEREAS: It is in the City's financial interest to recognize \$55,501 of this beginning fund balance and appropriate that amount for cost allocation to the General Fund.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES as follows:

1. To declare an unforeseen occurrence or condition in the Adult Center Fund involving an unexpected beginning fund balance of \$65,229.75.
2. To recognize and appropriate \$55,501 of the unexpected beginning fund balance as cost allocation to the General Fund.

Adopted by the City Council this ____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-18: A Resolution Declaring an Unforeseen Occurrence in the Aquatic Center Fund and Recognizing and Appropriating Beginning Fund Revenues

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: Identifies and appropriates \$27,756 in unrecognized revenue as cost allocation to the general fund.

Background:

The budget for fiscal year 2011-12 was adopted by the Molalla City Council on June 8, 2011. Since that time, adjustments have been identified as being necessary to ensure adequate appropriations are in place and to prevent ending the year with a deficit. To prevent ending the fiscal year with a deficit in the General Fund, the City will implement an administrative cost allocation process by which costs for administrative services are allocated to all operations funds. To accommodate the cost allocation in the Aquatic Center Fund, revenue identified in the actual beginning fund balance but not budgeted will be recognized and appropriated for cost allocation. \$45,000 was budgeted as beginning fund balance in the adopted FY 2011-12 budget. According to the audited financial statements, the actual beginning fund balance in the Aquatic Center Fund is \$117,756.91. On December 21, 2011, Council adopted Resolution 2011-17 recognizing and appropriating \$45,000 for a pool heater repair, leaving \$27,757 unrecognized and unappropriated.

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SUBMITTED BY: Ellen Barnes, City Manager

Agenda Item

8.G

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

RESOLUTION NO. 2012 - 18

**A RESOLUTION DECLARING AN UNFORESEEN OCCURRENCE IN THE AQUATIC
CENTER FUND AND RECOGNIZING AND APPROPRIATING BEGINNING FUND
REVENUES**

- WHEREAS:** On June 8, 2011, the Molalla City Council passed Resolution 2011-08 adopting a budget, making appropriations, imposing taxes and categorizing the taxes for fiscal year 2011-12; and
- WHEREAS:** In the adopted FY 2011-12 budget, \$45,000 was budgeted as beginning fund balance in the Aquatic Center Fund; and
- WHEREAS:** According to the audited financial statements for the City of Molalla for year ended June 30, 2011, the actual beginning fund balance for the Aquatic Center Fund for FY 2011-12 is \$117,756.91; and
- WHEREAS:** ORS 294.326(4) permits the City Council to recognize and declare this difference in beginning fund balance in the Aquatic Center Fund as an unforeseen occurrence or condition; and
- WHEREAS:** On December 21, 2011 the City Council adopted Resolution 2011-17 recognizing and appropriating \$45,000 of the actual beginning fund balance for pool heater replacement, leaving \$27,757 yet unrecognized and unappropriated; and
- WHEREAS:** It is financially advantageous to the City of Molalla for the City Council to recognize and declare this beginning fund balance in the Aquatic Center Fund as an unforeseen occurrence or condition; and
- WHEREAS:** It is in the City's financial interest to recognize \$27,756 of this beginning fund balance and appropriate that amount for cost allocation to the General Fund.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES as follows:

1. To declare an unforeseen occurrence or condition in the Aquatic Center Fund involving an unexpected beginning fund balance of \$27,757.
2. To recognize and appropriate \$27,756 of the unexpected beginning fund balance as cost allocation to the General Fund.

Adopted by the City Council this _____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-19: A Resolution Declaring an Unforeseen Occurrence in the Library Fund and Recognizing and Appropriating Beginning Fund Revenues

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: Identifies and appropriates \$70,000 in unrecognized revenue as cost allocation to the general fund.

Background:

The budget for fiscal year 2011-12 was adopted by the Molalla City Council on June 8, 2011. Since that time, adjustments have been identified as being necessary to ensure adequate appropriations are in place and to prevent ending the year with a deficit. To prevent ending the fiscal year with a deficit in the General Fund, the City will implement an administrative cost allocation process by which costs for administrative services are allocated to all operations funds. To accommodate the cost allocation in the Library Fund, revenue identified in the actual beginning fund balance but not budgeted will be recognized and appropriated for cost allocation. \$200,000 was budgeted as beginning fund balance in the adopted FY 2011-12 budget. According to the audited financial statements, the actual beginning fund balance in the Library Fund is \$576,435. Recognizing and reallocating \$70,000 to cost allocation leaves \$506,435 in unrecognized beginning fund, \$306,435 greater than what was budgeted.

SUBMITTED BY: Ellen Barnes, City Manager

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Agenda Item
8.H

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

RESOLUTION NO. 2012 - 19

A RESOLUTION DECLARING AN UNFORESEEN OCCURRENCE IN THE LIBRARY FUND AND RECOGNIZING AND APPROPRIATING BEGINNING FUND REVENUES

- WHEREAS:** On June 8, 2011, the Molalla City Council passed Resolution 2011-08 adopting a budget, making appropriations, imposing taxes and categorizing the taxes for fiscal year 2011-12; and
- WHEREAS:** In the adopted FY 2011-12 budget, \$200,000 was budgeted as beginning fund balance in the Library Fund; and
- WHEREAS:** According to the audited financial statements for the City of Molalla for year ended June 30, 2011, the actual beginning fund balance for the Library Fund for FY 2011-12 is \$576,435, a difference of \$376,435; and
- WHEREAS:** ORS 294.326(4) permits the City Council to recognize and declare this difference in beginning fund balance in the Library Fund as an unforeseen occurrence or condition; and
- WHEREAS:** It is financially advantageous to the City of Molalla for the City Council to recognize and declare this actual beginning fund balance in the Library Fund as an unforeseen occurrence or condition; and
- WHEREAS:** It is in the City's financial interest to recognize \$70,000 of the actual beginning fund balance as additional budgeted beginning fund and appropriate that amount for cost allocation to the General Fund.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES as follows:

1. To declare an unforeseen occurrence or condition in the Library Fund involving an unexpectedly large beginning fund balance \$376,435 greater than budgeted.
2. To recognize and appropriate \$70,000 of the unexpectedly large beginning fund balance as cost allocation to the General Fund.

Adopted by the City Council this ____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-20: A Resolution Adopting a Supplemental Budget and Making Supplemental Appropriations for Fiscal Year 2011-12

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: The impact to the budget is significant and detailed in the Supplemental Budget

Background:

The budget for fiscal year 2011-12 was adopted by the Molalla City Council on June 8, 2011. Since that time, adjustments have been identified as being necessary to ensure adequate appropriations are in place and to prevent ending the year with a deficit.

A supplemental budget is required to recognize additional revenues, increase appropriations, create new funds, reallocate appropriations, and appropriate from contingency. A public hearing to receiving comments is required when the supplemental budget will adjust a fund by 10 percent or more of the expenditures of that fund. Notice of the public hearing inviting citizen comments was published in the Pioneer on March 28, 2012.

A public hearing was held on April 4, 2011. Council received public comments and Council recommended staff proceed with resolutions to adopt the Recommended Supplemental Budget for Fiscal Year 2011-12.

SUBMITTED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

8.I

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

RESOLUTION NO. 2012 - 20

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET AND MAKING
SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2011-12**

WHEREAS: On June 8, 2011, the Molalla City Council passed Resolution 2011-08 adopting a budget, making appropriations, imposing taxes and categorizing the taxes for fiscal year 2011-12; and

WHEREAS: The FY 2011-12 budget adopted by Resolution 2011-08 contained a negative beginning fund balance, which is not permitted by state statute; and

WHEREAS: Revenues in the General Fund were grossly overestimated in the adopted FY 2011-12 budget; and

WHEREAS: Expenditures identified in the General Fund in the adopted FY 2011-12 budget were grossly underestimated in comparison to actual expenses; and

WHEREAS: As a result of expenditures being underestimated, several appropriations in the General Fund for FY 2011-12 are inadequate to cover actual city expenses; and

WHEREAS: The supplemental budget requires a public hearing before City Council because it will adjust funds by 10 percent or more of expenditures.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES: to adopt the FY 2011-12 supplemental budget, attached hereto as Exhibit A and authorizes the appropriations, attached hereto as Exhibit B.

Adopted by the City Council this ____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder

Recommended
SUPPLEMENTAL BUDGET
Fiscal Year 2011-12

City of Molalla

*Public Hearing by the Molalla City Council on April 4, 2012
Resolution 2012-20 – Adopted April 11, 2012*

EXHIBIT A

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Supplemental Budget Overview

The following is an explanation of the amounts and justifications for the recommended changes in appropriations for the FY 2011-12 Adopted Budget, which requires authorization of the City Council. The supplemental budget overview is organized by category, budget adjustment and fund, showing related impacts on other funds.

Recognize New Revenue

1. Recognize Revenue from Weed and Seed Grant

The Weed and Seed program has \$214,163 in grant revenues that were not recognized in the FY 2011-12 Adopted Budget. Expenditures for the Weed and Seed program also were not recognized in the budget. This adjustment will enable the Weed and Seed program to spend grant funds on program expenses.

GENERAL FUND

Resources

Administrative Pass-Thru: Weed and Seed	\$214,163
---	-----------

Requirements

Materials & Services: Weed and Seed Grant	\$214,163
---	-----------

2. Recognize Revenue from ODOT TSP Grant

The Molalla Police Department received a \$10,900 grant from the Oregon Department of Transportation (ODOT) Transportation Safety Program (TSP). These funds are dedicated for purchase of radar equipment for police cars. This is an unexpected grant and was not included in the adopted FY 2011-12 budget. To expend the grant funds, an ODOT grant revenue line-item will be created in Police Department Pass-Thru resources and Police Capital Outlay for police equipment will be increased.

GENERAL FUND

Resources

Police Department Pass-Thru: ODOT Grant	\$10,900
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Requirements

Police Capital Outlay: Police Equipment	\$10,900
---	----------

3. Recognize Revenue from PGE Franchise

Instead of allocating the majority of the PGE franchise funds to the General Fund, the majority of revenue received from the PGE franchise will be allocated to the Street Fund. The PGE Franchise Fee revenue line item will be increased from \$87,500 budgeted in the FY 2011-12 adopted budget to \$140,000, an increase of \$52,500. This revenue will be used to fund a cost allocation transfer to the General Fund (see Cost Allocation Plan, page 9) and be allocated, as shown below, to prevent over-expending the Personnel Services appropriation in the Street Fund.

EXHIBIT A

STREET FUND

Resources

PGE Franchise Fee	\$52,500
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Requirements

Transfer Out: Cost Allocation to General Fund	\$39,582
Personnel Services: PERS	\$2,473
Personnel Services: SAIF	\$3,565
Personnel Services: Insurance	\$6,880

Create New Funds

1. Create Molalla Arts Commission Fund

To ensure proper accounting of donations and other restricted revenue dedicated to the Molalla Arts Commission, \$23,344 identified as Molalla Arts Commission revenues and expenditures will be removed from the General Fund budget and a separate Molalla Arts Commission special revenue fund will be created.

GENERAL FUND

Resources

Administrative Pass-Thru: Molalla Arts Commission	(\$23,344)
---	------------

Requirements

Materials & Services: Molalla Arts Commission	(\$23,344)
---	------------

MOLALLA ARTS COMMISSION FUND (*new*)

Resources

MAC Donations & Fundraisers	\$18,344
Seed Funding	\$5,000

Requirements

Materials & Services: Operations & Maintenance	\$13,344
Materials & Services: Professional Service	\$5,000
Materials & Services: Reimbursements	\$5,000

2. Create Fox Park Pavilion Fund

To ensure proper accounting of donations and other restricted revenue dedicated to the Fox Park pavilion project, \$11,000 identified as Fox Park pavilion project revenues and expenditures will be removed from the General Fund budget and used to create a separate Fox Park Pavilion special revenue fund.

Also, the City committed \$5,000 in revenue from the Fox Park Fund and \$11,640 in Park SDC Fund revenue to the project. This will require a transfer of revenue from the Fox Park Fund and Park SDC Fund to the newly created Fox Park Pavilion Fund.

\$5,000 in grant funding from the Ford Foundation for the Fox Park pavilion project was never recognized. The new Fox Park Pavilion Fund shows the grant revenue committed from the Foundation.

EXHIBIT A

The Fox Park pavilion project was added to the City's Park SDC Capital Improvement Project list on February 22, 2012 by adoption of Resolution 2012-09. Total costs for the project are \$40,150, of which \$7,510 will be through in-kind labor donations. The pavilion project was determined not to be eligible for 100% SDC funding. That portion of the project eligible for SDC funding was determined using the adopted methodology for Park SDCs (29% of project expenses). $\$40,150 \times 29\% = \$11,644$.

GENERAL FUND

Resources

Administration Charges For Service: General Miscellaneous (\$11,000)

Requirements

Materials & Services: Operations & Maintenance (\$11,000)

FOX PARK FUND

Requirements

Materials & Services: Park Improvements (\$5,000)

Transfers Out: To Fox Park Pavilion Fund \$5,000

PARK SDC FUND

Requirements

Park SDC Reserve (\$11,640)

Transfers Out: To Fox Park Pavilion Fund \$11,640

FOX PARK PAVILION FUND (*new*)

Resources

Transfers In: From Fox Park Fund \$5,000

Transfers In: From Park SDC Fund \$11,640

Pavilion Donations/Fundraisers \$11,000

Ford Foundation Grant \$5,000

Requirements

Materials & Services: Operations & Maintenance \$31,140

Materials & Services: Professional Service \$1,500

3. Create Logging Mural Fund

To ensure proper accounting of donations and other restricted revenue dedicated to the Logging Mural project, \$21,000 identified as Logging Mural project revenues and expenditures will be removed from the General Fund budget and used to create a separate Logging Mural special revenue fund.

GENERAL FUND

Resources

Administration Charges For Service: General Miscellaneous (\$21,000)

Requirements

Materials & Services: Operations & Maintenance (\$21,000)

LOGGING MURAL FUND (*new*)

Resources

Logging Mural Donations/Fundraisers \$21,000

Requirements

EXHIBIT A

Materials & Services: Operations & Maintenance	\$5,000
Materials & Services: Professional Service	\$15,000
Materials & Services: Printing & Publication	\$1,000

4. Create Molalla Police Department Special Revenue Fund

The Molalla Police Department funds scholarships for local students through the sale of surplus and unclaimed equipment and through voluntary payroll deductions. In the current budget, these funds are comingled with other general miscellaneous police department revenues. Likewise, expenditures are drawn from police department operations and maintenance. These are restricted funds and need to be accounted for separately. To ensure proper accounting of these funds, the City is creating a Molalla Police Department Special Revenue Fund. \$2,000 in revenues and expenditures will be removed from the General Fund budget and used to create a separate Molalla Police Department Special Revenue Fund. This new fund also will be used to account for donations to the PD's K-9 program.

GENERAL FUND

Resources

Police Dept Charges for Services: PD General Miscellaneous	(\$2,000)
--	-----------

Requirements

PD Materials & Services: Operations & Maintenance	(\$2,000)
---	-----------

MOLALLA POLICE DEPARTMENT SPECIAL REVENUE FUND (*new*)

Resources

PD Payroll Deductions	\$1,500
Surplus & Unclaimed Equipment Sales	\$500
Donations	\$0

Requirements

Materials & Services: Scholarships	\$2,000
Materials & Services: K-9 Program	\$0

Transfer Contingency

1. Transfer Contingency in General Fund

To prevent over-expending appropriations in the General Fund, \$113,340 in funding from Contingency & Reserves will be reallocated as follows, leaving \$536 remaining in Contingency & Reserves:

GENERAL FUND

Requirements

Contingency & Reserves	(\$113,340)
Personnel Services: Insurance	\$28,000
Planning Personnel: Planner	\$44,840
Police Capital Outlay: Emergency Vehicles	\$6,500
Planning Materials & Services: Clackamas CO Contract Payoff	\$34,000

EXHIBIT A

2. Transfer Contingency in Aquatic Center Fund

To create resources necessary for a cost allocation transfer to the General Fund (see Cost Allocation Plan, pages 9-10), funding from Contingency will be reallocated to a new object class Transfer Out: Cost Allocation to General Fund. \$3,735 will remain in Contingency.

AQUATIC CENTER FUND

Requirements

Aquatic Center Contingency: Operating Contingency	(\$8,765)
Transfer Out: Cost Allocation to General Fund	\$8,765

3. Transfer Contingency in Storm Water Fund

To prevent over-expending appropriations in the Storm Water Fund and provide resources necessary for a cost allocation transfer to the General Fund, \$18,194 in funding from Storm Water Contingency will be reallocated as follows, leaving \$10,074 remaining in Contingency:

STORM WATER

Requirements

Storm Water Contingency: Contingency	(\$18,194)
Storm Materials & Services: Operations & Maintenance	\$5,000
Storm Water Transfers: Cost Allocation to General Fund	\$13,194

Intra-fund Transfers between Appropriations

1. Transfer of Appropriations within the General Fund

To prevent over-expending appropriations in the General Fund, the following transfers between appropriations will be made:

GENERAL FUND

Requirements

City Hall Capital Outlay: Capital Improvements	(\$20,000)
City Hall Capital Outlay: Capital Improvements	(\$10,000)
Planning Materials & Services: Professional Services	\$30,000

GENERAL FUND

Requirements

Municipal Court Personnel: Insurance	(\$2,500)
Municipal Court Personnel: Assistant Court Clerk	(\$8,000)
Municipal Court Personnel: Overtime	(\$2,000)
Planning Materials & Services: Professional Services	\$12,500

2. Transfer of Appropriations within the Street Fund

To prevent over-expending appropriations in the Street Fund, the following transfers between appropriations will be made:

EXHIBIT A

STREET FUND

Requirements

Capital Outlay: Street Capital Improvements	(\$20,000)
Street Personnel Services: Insurance	\$8,592
Street Personnel Services: Crew	\$4,360
Street Personnel Services: Overtime	\$7,048

Cost Allocation Plan

Oregon state budget law does not permit funds to end the fiscal year with a deficit. The current adopted budget includes a \$278,228 negative beginning fund balance in the General Fund. To correct for the budgeted negative beginning fund balance in the General Fund, the City will decrease the amount budgeted for current year property tax revenue by \$339,693 and implement a cost allocation plan to allocate administrative costs to other funds. This will result in transfers in from other funds as described below.

GENERAL FUND

Resources

Property Taxes: Property Tax Current	(\$339,693)
Transfers In: From Adult Center Fund	\$55,601
Transfers In: From Library Fund	\$70,000
Transfers In: From Aquatic Center Fund	\$65,971
Transfers In: From Streets Fund	\$39,582
Transfers In: From Water Utility Fund	\$57,568
Transfers In: From Sewer Utility Fund	\$37,777
Transfers In: From Storm Water Fund	\$13,194

1. Cost Allocation Plan Calculations – Adult Center Fund

To generate the resources necessary for cost allocation from the Adult Center Fund, the City will recognize and appropriate additional beginning fund balance. No beginning fund balance was budgeted in the Adult Center Fund in the FY 2011-12 adopted budget. Actual beginning fund balance is \$65,229.75. Of this amount, \$55,601 will be recognized as a beginning fund balance for the adult center. A transfer out object class will be added to the Adult Center Fund budgeted expenditures, with a line item for cost allocation to the General Fund.

ADULT CENTER FUND

Resources

Beginning Fund Balance	\$55,601
------------------------	----------

Requirements

Transfers Out: Cost Allocation (to General Fund)	\$55,601
--	----------

2. Cost Allocation Plan Calculations – Aquatic Center Fund

In addition to accessing \$8,765 in operating contingency (see Transfer Contingency in Aquatic Center, page 8), the City will recognize and appropriate additional beginning fund balance in the Aquatic Center Fund to generate the resources necessary for cost allocation. In the FY 2011-12 adopted budget, only \$45,000 was budgeted for begging fund balance. Actual beginning fund

EXHIBIT A

balance for the Aquatic Center Fund is \$117,756.91. On December 21, 2011 the City Council adopted Resolution 2011-17 recognizing and appropriating \$45,000 of the actual beginning fund balance for a pool heater repair, leaving \$27,757 yet unappropriated. To fund the cost allocation, the City will recognize and appropriate \$27,756. The Materials and Services appropriation also will be reduced by \$29,450.

AQUATIC CENTER FUND

Resources

Beginning Fund Balance	\$27,756
------------------------	----------

Requirements

Transfers Out: Cost Allocation (to General Fund)	\$57,206
Aquatic Center Materials & Services: Power	(\$17,200)
Aquatic Center Materials & Services: Natural Gas	(\$5,000)
Aquatic Center Materials & Services: Insurance/Liability/Gen	(\$2,250)
Aquatic Center Materials & Services: Office Supplies	(\$1,000)
Aquatic Center Materials & Services: Chlorine & Chemicals	(\$4,000)

3. Cost Allocation Plan Calculations – Library Fund

To generate the resources necessary for cost allocation from the Library Fund, the City will recognize and appropriate additional beginning fund balance. The beginning fund balance for the Library Fund was budgeted for \$200,000. Actual beginning fund balance in the fund is \$576,435. Of this amount, \$70,000 will be recognized as additional beginning fund balance and appropriated for cost allocation. A transfer out object class will be added to the Library Fund, with a line item for cost allocation to the General Fund.

LIBRARY FUND

Resources

Beginning Fund Balance	\$70,000
------------------------	----------

Requirements

Transfers Out: Cost Allocation (to General Fund)	\$70,000
--	----------

4. Cost Allocation Plan Calculations – Street Fund

The cost allocation calculation for the Street Fund is explained under the Recognize Revenue from PGE Franchise section on pages 4 - 5.

5. Cost Allocation Plan Calculations – Sewer Fund

To generate the resources necessary for cost allocation from the Sewer Fund, the City will decrease the Sewer Capital Outlay appropriation by \$37,777. A transfer out to cost allocation line item within Sewer Transfers will be added.

SEWER FUND

Requirements

Sewer Capital Outlay: Capital Improvements	(\$37,777)
Transfers Out: Cost Allocation (to General Fund)	\$37,777

EXHIBIT A

6. Cost Allocation Plan Calculations – Water Fund

To generate the resources necessary for cost allocation from the Water Fund, the City will decrease the Water Capital Outlay appropriation by \$57,568. A transfer out to cost allocation line item within Water Transfers will be added.

WATER FUND

Requirements

Water Capital Improvements: Capital Improvements	(\$57,568)
Transfers Out: Cost Allocation (to General Fund)	\$57,568

7. Cost Allocation Plan Calculations – Storm Water Fund

The cost allocation calculation for the Storm Water Fund is explained under the Transfer Contingency in Storm Water Fund section on page 8.

EXHIBIT B

Fund Summary Spreadsheets

General Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

GENERAL FUND

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
REVENUES			
PROPERTY TAXES			
PROPERTY TAXES CURRENT	\$ 2,478,404.00	\$ (339,693.00)	\$ 2,138,711.00
PROPERTY TAXES PRIOR YEAR	\$ 132,134.00	\$ -	\$ 132,134.00
TOTAL PROPERTY TAXES	\$ 2,610,538.00	\$ (339,693.00)	\$ 2,270,845.00
FRANCHISE FEES			
NW NATURAL GAS	\$ 57,000.00	\$ -	\$ 57,000.00
TELEPHONE	\$ 23,000.00	\$ -	\$ 23,000.00
TELEVISION	\$ 25,000.00	\$ -	\$ 25,000.00
SEWER	\$ 75,000.00	\$ -	\$ 75,000.00
WATER	\$ 66,000.00	\$ -	\$ 66,000.00
STORM WATER	\$ 4,600.00	\$ -	\$ 4,600.00
PGE	\$ 95,000.00	\$ -	\$ 95,000.00
TOTAL FRANCHISE FEES	\$ 345,600.00	\$ -	\$ 345,600.00
INTERGOVERNMENTAL			
LIQUOR TAX	\$ 93,132.00	\$ -	\$ 93,132.00
CIGARETTE TAX	\$ 11,310.00	\$ -	\$ 11,310.00
STATE REVENUE SHARING	\$ 55,000.00	\$ -	\$ 55,000.00
CAPITAL IMPROVEMENT TRANSFER	\$ 11,000.00	\$ -	\$ 11,000.00
TOTAL INTERGOVERNMENTAL	\$ 170,442.00	\$ -	\$ 170,442.00
ADMINISTRATIVE PASS THRU			
WEED & SEED	\$ -	\$ 214,163.00	\$ 214,163.00
ECONOMIC IMPROVEMENT DISTRICT	\$ 45,072.00	\$ -	\$ 45,072.00
COFFEE PAYROLL DEDUCTION	\$ 1,200.00	\$ -	\$ 1,200.00
PARK RENTAL	\$ 250.00	\$ -	\$ 250.00
MOLALLA ARTS COMMISSION	\$ 23,344.00	\$ (23,344.00)	\$ -
COMMUNITIES THAT CARE	\$ 13,000.00	\$ -	\$ 13,000.00
TOTAL ADMINISTRATIVE PASS THRU	\$ 82,866.00	\$ 190,819.00	\$ 273,685.00
ADMINISTRATION CHARGES FOR SERVICES			
BUSINESS, AMUSEMENT, LIQUOR LICENSES	\$ 25,000.00	\$ -	\$ 25,000.00
LEINS	\$ 10,000.00	\$ -	\$ 10,000.00
INTEREST	\$ 500.00	\$ -	\$ 500.00
Interest DARE	\$ -	\$ -	\$ -

EXHIBIT B

Interest EVF	\$ 25.00	\$ -	\$ 25.00
Interest Cap Imp Fund	\$ 28.00	\$ -	\$ 28.00
Interest Drug Investigation	\$ -	\$ -	\$ -
WATER/SEWER DEPOSITS	\$ 15,000.00	\$ -	\$ 15,000.00
PARK IN LIEU	\$ 5,000.00	\$ -	\$ 5,000.00
GENERAL MISCELLANEOUS	\$ 140,000.00	\$ (32,000.00)	\$ 108,000.00
TOTAL ADMIN CHARGES FOR SERVICES	\$ 195,553.00	\$ (32,000.00)	\$ 163,553.00
<u>POLICE DEPARTMENT PASS THRU</u>			
COPFAST GRANT	\$ 25,000.00	\$ -	\$ 25,000.00
ODOT GRANT	\$ -	\$ 10,900.00	\$ 10,900.00
WEED & SEED PD OT GRANT	\$ 20,000.00	\$ -	\$ 20,000.00
WEED & SEED DIVERSION GRANT	\$ 13,000.00	\$ -	\$ 13,000.00
WEYERHAUSER OT GRANT	\$ 5,000.00	\$ -	\$ 5,000.00
911 PHONE TAX	\$ 38,454.00	\$ -	\$ 38,454.00
YOUTH FUND DONATIONS	\$ 250.00	\$ -	\$ 250.00
TOTAL POLICE DEPT PASS THRU	\$ 101,704.00	\$ 10,900.00	\$ 112,604.00
<u>POLICE DEPARTMENT CHARGES FOR SERVICES</u>			
ALARM PERMITS	\$ 1,600.00	\$ -	\$ 1,600.00
FINGERPRINTS	\$ 1,700.00	\$ -	\$ 1,700.00
TOW FEES	\$ 4,500.00	\$ -	\$ 4,500.00
PD GENERAL MISC	\$ 15,000.00	\$ (2,000.00)	\$ 13,000.00
SCHOOL OFFICER REIMBURSE	\$ 1,500.00	\$ -	\$ 1,500.00
TOTAL POLICE DEPT CHARGES FOR SERV	\$ 24,300.00	\$ (2,000.00)	\$ 22,300.00
<u>COURT CHARGES FOR SERVICES</u>			
FINES & BAILS	\$ 275,000.00	\$ -	\$ 275,000.00
EVF Court Assessments	\$ 5,500.00	\$ -	\$ 5,500.00
TOTAL COURT CHARGES FOR SERVICES	\$ 280,500.00	\$ -	\$ 280,500.00
<u>PLANNING CHARGES FOR SERVICES</u>			
PLANNING MISCELLANEOUS	\$ 42,000.00	\$ -	\$ 42,000.00
PLANNING FEES	\$ 35,000.00	\$ -	\$ 35,000.00
DEVELOPMENTAL PERMITS	\$ 12,000.00	\$ -	\$ 12,000.00
BUILDING PERMITS	\$ 75,000.00	\$ -	\$ 75,000.00
ELECTRICAL PERMITS	\$ 10,000.00	\$ -	\$ 10,000.00
ENGINEERING REVIEW	\$ 5,000.00	\$ -	\$ 5,000.00
SCHOOL EXCISE TAX	\$ -	\$ -	\$ -
TOTAL PLANNING CHARGES FOR SERV	\$ 179,000.00	\$ -	\$ 179,000.00
<u>TRANSFERS INTO GENERAL FUND</u>			
TRANS FROM SEWER	\$ 15,000.00	\$ -	\$ 15,000.00
TRANS FROM WATER	\$ 15,000.00	\$ -	\$ 15,000.00
TOTAL TRANSFERS INTO GENERAL FUND	\$ 30,000.00	\$ -	\$ 30,000.00
<u>ADMINISTRATIVE COST ALLOCATION</u>			
TRANS FROM ADULT CENTER	\$ -	\$ 55,601.00	\$ 55,601.00
TRANS FROM LIBRARY	\$ -	\$ 70,000.00	\$ 70,000.00
TRANS FROM AQUATIC CENTER	\$ -	\$ 65,971.00	\$ 65,971.00
TRANS FROM STREETS	\$ -	\$ 39,582.00	\$ 39,582.00
TRANS FROM WATER	\$ -	\$ 57,568.00	\$ 57,568.00

EXHIBIT B

TRANS FROM WWTP	\$ -	\$ 37,777.00	\$ 37,777.00
TRANS FROM STORM	\$ -	\$ 13,194.00	\$ 13,194.00
TOTAL ADMIN COST ALLOCATION	\$ -	\$ 339,693.00	\$ 339,693.00

TOTAL GENERAL FUND REVENUES	\$ 4,020,503.00	\$ 167,719.00	\$ 4,188,222.00
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<u>EXPENDITURES</u>	<u>ORIGINAL BUDGET</u>	<u>CHANGES</u>	<u>REVISED BUDGET</u>
<u>PERSONNEL SERVICES</u>			
PERS	33,726.00		33,726.00
SAIF	483.00		483.00
FICA	19,984.00		19,984.00
INSURANCE	38,500.00	28,000.00	66,500.00
CITY ADMINISTRATOR	75,414.00		75,414.00
ASSISTANT TO CITY RECORDER	44,767.00		44,767.00
OVERTIME	3,000.00		3,000.00
FINANCE DIRECTOR	65,052.00		65,052.00
ASST TO CITY MANAGER	0.00		0.00
CITY RECORDER	59,809.00		59,809.00
ASSISTANT FINANCE DIRECTOR	27,060.00		27,060.00
TOTAL PERSONNEL	367,795.00	28,000.00	395,795.00

MATERIALS AND SERVICES

POWER	\$ 15,000.00	\$ -	\$ 15,000.00
PHONE	\$ 22,000.00	\$ -	\$ 22,000.00
OPERATIONS & MAINTENANCE	\$ 140,000.00	\$ (32,000.00)	\$ 108,000.00
BUILDING MAINTENANCE	\$ 10,000.00	\$ -	\$ 10,000.00
TRAINING & CONF TRAVEL	\$ 6,000.00	\$ -	\$ 6,000.00
DUES & MEMBERSHIP	\$ 9,000.00	\$ -	\$ 9,000.00
POSTAGE	\$ 3,000.00	\$ -	\$ 3,000.00
PRINTING & PUBLICATION	\$ 1,500.00	\$ -	\$ 1,500.00
PROFESSIONAL SERVICES	\$ 25,000.00	\$ -	\$ 25,000.00
INSURANCE/LIABILITY	\$ 5,200.00	\$ -	\$ 5,200.00
MISCELLANEOUS	\$ 500.00	\$ -	\$ 500.00
CUSTODIAN	\$ 11,000.00	\$ -	\$ 11,000.00
CUSTODIAL SUPPLIES	\$ 2,400.00	\$ -	\$ 2,400.00
OFFICE SUPPLIES	\$ 6,000.00	\$ -	\$ 6,000.00
FIDELITY BONDS	\$ -	\$ -	\$ -
CITY ATTORNEY	\$ 30,000.00	\$ -	\$ 30,000.00
ECONOMIC DEVELOPMENT	\$ -	\$ -	\$ -
AUDITS & BUDGET	\$ 15,000.00	\$ -	\$ 15,000.00
MEETINGS BROADCAST	\$ 5,000.00	\$ -	\$ 5,000.00
COUNCIL MEETINGS	\$ 8,700.00	\$ -	\$ 8,700.00
AWARDS & RECOGNITION	\$ 250.00	\$ -	\$ 250.00
COFFEE & COFFEE SUPPLIES	\$ 1,600.00	\$ -	\$ 1,600.00
SPWF LOAN	\$ 5,520.00	\$ -	\$ 5,520.00
CHARITABLE COMMUNITY DONATION	\$ 1,000.00	\$ -	\$ 1,000.00

EXHIBIT B

CHAMBER OF COMMERCE GRANT	\$ 10,160.00	\$ -	\$ 10,160.00
CTC GRANT	\$ -	\$ -	\$ -
WEED & SEED GRANT	\$ -	\$ 214,163.00	\$ 214,163.00
ECONOMIC IMPROVEMENT DISTRICT	\$ 35,729.00	\$ -	\$ 35,729.00
WATER/SEWER DEPOSIT REFUNDS	\$ 15,000.00	\$ -	\$ 15,000.00
PARK IN LIEU	\$ 5,000.00	\$ -	\$ 5,000.00
COMMUNITIES THAT CARE	\$ 13,000.00	\$ -	\$ 13,000.00
MOLALLA ARTS COMMISSION	\$ 23,344.00	\$ (23,344.00)	\$ -
FLOWER BASKET	\$ 2,500.00	\$ -	\$ 2,500.00
EMERGENCY MANAGEMENT DISASTER LN	\$ 972.00	\$ -	\$ 972.00
TOTAL MATERIALS AND SERVICES	\$ 429,375.00	\$ 158,819.00	\$ 588,194.00
<u>CITY HALL CAPITAL OUTLAY</u>			
CAPITAL IMPROVEMENTS	\$ 25,000.00	\$ (20,000.00)	\$ 5,000.00
CAPITAL IMPROVEMENTS	\$ 11,028.00	\$ (10,000.00)	\$ 1,028.00
TOTAL CAPITAL OUTLAY	\$ 36,028.00	\$ (30,000.00)	\$ 6,028.00
<u>GENERAL FUND TRANSFERS</u>			
TO SENIOR CENTER	\$ 195,252.00	\$ -	\$ 195,252.00
TO CAPITAL IMPROVEMENT	\$ -	\$ -	\$ -
STATE REV TO ADULT CENTER	\$ -	\$ -	\$ -
STATE REV TO STREET	\$ 27,000.00	\$ -	\$ 27,000.00
STATE REV TO GF	\$ -	\$ -	\$ -
TO STREET IMPROVEMENT	\$ -	\$ -	\$ -
TO WATER CAP	\$ -	\$ -	\$ -
TO LIBRARY	\$ -	\$ -	\$ -
TO AQUATIC CENTER	\$ 139,000.00	\$ -	\$ 139,000.00
TOTAL PERSONNEL	\$ 361,252.00	\$ -	\$ 361,252.00
<u>CONTINGENCY & RESERVE</u>			
OPERATING CONTINGENCY	\$ 113,876.00	\$ (113,340.00)	\$ 536.00
RESERVE	\$ -	\$ -	\$ -
TOTAL PERSONNEL	\$ 113,876.00	\$ (113,340.00)	\$ 536.00
<u>POLICE PERSONNEL SERVICES</u>			
PERS	\$ 135,602.00	\$ -	\$ 135,602.00
SAIF	\$ 35,830.00	\$ -	\$ 35,830.00
FICA	\$ 89,815.00	\$ -	\$ 89,815.00
INSURANCE	\$ 245,025.00	\$ -	\$ 245,025.00
POLICE CHIEF	\$ 75,000.00	\$ -	\$ 75,000.00
SERGEANTS	\$ 217,767.00	\$ -	\$ 217,767.00
PATROL OFFICERS	\$ 491,802.00	\$ -	\$ 491,802.00
ADMINISTRATIVE SECRETARY	\$ 48,847.00	\$ -	\$ 48,847.00
POLICE CLERK	\$ 40,327.00	\$ -	\$ 40,327.00
INCENTIVES	\$ 19,989.00	\$ -	\$ 19,989.00
HOLIDAY BUY OUT	\$ 37,989.00	\$ -	\$ 37,989.00
OVERTIME	\$ 100,000.00	\$ -	\$ 100,000.00
WEED & SEED OVERTIME	\$ -	\$ -	\$ -
BUCKEROO OVERTIME	\$ 4,000.00	\$ -	\$ 4,000.00
CONTRACT OVERTIME	\$ 5,000.00	\$ -	\$ 5,000.00

EXHIBIT B

PROPERTY OFFICER	\$ 50,828.00	\$ -	\$ 50,828.00
GRANT OVERTIME	\$ 9,000.00	\$ -	\$ 9,000.00
TOTAL PERSONNEL	\$ 1,606,821.00	\$ -	\$ 1,606,821.00
<u>MATERIALS AND SERVICES</u>			
POWER	\$ 3,600.00	\$ -	\$ 3,600.00
PHONE	\$ 12,000.00	\$ -	\$ 12,000.00
OPERATIONS & MAINTENANCE	\$ 32,000.00	\$ (2,000.00)	\$ 30,000.00
BUILDING MAINTENANCE	\$ 10,000.00	\$ -	\$ 10,000.00
TRAINING & CONF TRAVEL	\$ 16,000.00	\$ -	\$ 16,000.00
DUES & MEMBERSHIP	\$ 1,200.00	\$ -	\$ 1,200.00
POSTAGE	\$ 2,100.00	\$ -	\$ 2,100.00
PROFESSIONAL SERVICES	\$ 10,000.00	\$ -	\$ 10,000.00
INSURANCE/LIABILITY	\$ 18,000.00	\$ -	\$ 18,000.00
VEHICLE FUEL	\$ 55,000.00	\$ -	\$ 55,000.00
VEHICLE REPAIR	\$ 40,000.00	\$ -	\$ 40,000.00
UNIFORMS & SAFETY GEAR	\$ 14,000.00	\$ -	\$ 14,000.00
MISC	\$ 100.00	\$ -	\$ 100.00
JANITOR	\$ 8,500.00	\$ -	\$ 8,500.00
JANITOR SUPPLIES	\$ 7,500.00	\$ -	\$ 7,500.00
OFFICE SUPPLIES	\$ 2,000.00	\$ -	\$ 2,000.00
RADIO REPAIR	\$ 8,000.00	\$ -	\$ 8,000.00
CENTRAL DISPATCH	\$ 35,380.00	\$ -	\$ 35,380.00
SPECIAL INVESTIGATIONS	\$ 5,000.00	\$ -	\$ 5,000.00
OFFICE MACHINES & MAINT	\$ 8,200.00	\$ -	\$ 8,200.00
K-9 UNITS	\$ 4,000.00	\$ -	\$ 4,000.00
FIREARMS TRAINING	\$ 7,500.00	\$ -	\$ 7,500.00
DIVERSION GRANT	\$ 13,000.00	\$ -	\$ 13,000.00
DRUG INVESTIGATION	\$ 1,500.00	\$ -	\$ 1,500.00
911 EMERGENCY	\$ 38,454.00	\$ -	\$ 38,454.00
DARE	\$ 250.00	\$ -	\$ 250.00
COMPUTER REPAIR & UPGRADE	\$ 15,000.00	\$ -	\$ 15,000.00
SUPPLIES	\$ -	\$ -	\$ -
TACTICAL TEAM EQUIPMENT	\$ 500.00	\$ -	\$ 500.00
CRIME SCENE INV SUPPLIES	\$ 2,500.00	\$ -	\$ 2,500.00
TOTAL MATERIALS AND SERVICES	\$ 371,284.00	\$ (2,000.00)	\$ 369,284.00
<u>POLICE CAPITAL OUTLAY</u>			
POLICE EQUIPMENT	\$ 50,000.00	\$ 10,900.00	\$ 60,900.00
EMERGENCY VEHICLES	\$ 14,325.00	\$ 6,500.00	\$ 20,825.00
TOTAL CAPITAL OUTLAY	\$ 64,325.00	\$ 17,400.00	\$ 81,725.00
<u>MUNICIPAL COURT PERSONNEL</u>			
PERS	\$ 9,871.00	\$ -	\$ 9,871.00
SAIF	\$ 365.00	\$ -	\$ 365.00
FICA	\$ 5,849.00	\$ -	\$ 5,849.00
INSURANCE	\$ 24,502.00	\$ (2,500.00)	\$ 22,002.00
COURT ADMINISTRATOR	\$ 43,056.00	\$ -	\$ 43,056.00

EXHIBIT B

ASSISTANT COURT CLERK	\$ 27,060.00	\$ (8,000.00)	\$ 19,060.00
OVERTIME	\$ 3,000.00	\$ (2,000.00)	\$ 1,000.00
TOTAL PERSONNEL	\$ 113,703.00	\$ (12,500.00)	\$ 101,203.00
<u>MATERIALS AND SERVICES</u>			
OPERATIONS & MAINTENANCE	\$ 7,500.00	\$ -	\$ 7,500.00
TRAINING & CONF TRAVEL	\$ 2,000.00	\$ -	\$ 2,000.00
DUES & MEMBERSHIP	\$ 125.00	\$ -	\$ 125.00
POSTAGE	\$ 1,200.00	\$ -	\$ 1,200.00
PRINTING & PUBLICATION	\$ 500.00	\$ -	\$ 500.00
PROFESSIONAL SERVICES	\$ 10,000.00	\$ -	\$ 10,000.00
INSURANCE/LIABILITY	\$ 500.00	\$ -	\$ 500.00
REIMBURSEMENT	\$ 100.00	\$ -	\$ 100.00
OFFICE SUPPLIES	\$ 1,500.00	\$ -	\$ 1,500.00
FIDELITY INSURANCE	\$ -	\$ -	\$ -
LEGAL EXPENSES	\$ 11,500.00	\$ -	\$ 11,500.00
MUNICIPAL COURT JUDGE	\$ 20,400.00	\$ -	\$ 20,400.00
COURT APPOINTED ATTORNEY	\$ 14,000.00	\$ -	\$ 14,000.00
BAIL REFUND	\$ 8,500.00	\$ -	\$ 8,500.00
CLACKAMAS COUNTY	\$ 13,000.00	\$ -	\$ 13,000.00
OR DEPT OF REVENUE	\$ 29,000.00	\$ -	\$ 29,000.00
OJD	\$ 3,000.00	\$ -	\$ 3,000.00
VICITIM RESTITUTION	\$ 1,500.00	\$ -	\$ 1,500.00
TOTAL MATERIALS AND SERVICES	\$ 124,325.00	\$ -	\$ 124,325.00
<u>PLANNING PERSONNEL</u>			
PERS	\$ -	\$ -	\$ -
SAIF	\$ -	\$ -	\$ -
FICA	\$ -	\$ -	\$ -
INSURANCE	\$ -	\$ -	\$ -
CITY ADMINISTRATOR	\$ -	\$ -	\$ -
FINANCE DIRECTOR	\$ -	\$ -	\$ -
PLANNER	\$ -	\$ 44,840.00	\$ 44,840.00
PERMIT TECH	\$ -	\$ -	\$ -
ASST TO PLANNER	\$ -	\$ -	\$ -
BUILDING INSPECTOR	\$ -	\$ -	\$ -
CODE ENFORCEMENT OFFICER	\$ -	\$ -	\$ -
EXTRA HELP	\$ -	\$ -	\$ -
OVERTIME	\$ -	\$ -	\$ -
TOTAL PERSONNEL	\$ -	\$ 44,840.00	\$ 44,840.00
<u>MATERIALS AND SERVICES</u>			
OPERATIONS & MAINTENANCE	\$ 82,197.00	\$ -	\$ 82,197.00
TRAINING & CONF TRAVEL	\$ 2,000.00	\$ -	\$ 2,000.00
DUES & MEMBERSHIP	\$ 800.00	\$ -	\$ 800.00
POSTAGE	\$ 3,000.00	\$ -	\$ 3,000.00
PRINTING & PUBLICATION	\$ 750.00	\$ -	\$ 750.00
PROFESSIONAL SERVICES	\$ 20,000.00	\$ -	\$ 20,000.00
PROFESSIONAL SERVICES - ARCARI	\$ -	\$ 12,500.00	\$ 12,500.00

EXHIBIT B

PROFESSIONAL SERVICES - GLASGOW	\$ -	\$ 30,000.00	\$ 30,000.00
CLACKAMAS COUNTY INSPECTION SERVICES	\$ -	\$ -	\$ -
CLACKAMAS COUNTY CONTRACT PAYOFF	\$ -	\$ 34,000.00	\$ 34,000.00
INSURANCE/LIABILITY	\$ 1,800.00	\$ -	\$ 1,800.00
REIMBURSEMENT	\$ 3,300.00	\$ -	\$ 3,300.00
GAS & VEHICLE MAINTENANCE	\$ 1,500.00	\$ -	\$ 1,500.00
VEHICLE REPAIR	\$ 2,000.00	\$ -	\$ 2,000.00
SCHOOL EXCISE TAX	\$ -	\$ -	\$ -
HEARINGS OFFICER	\$ -	\$ -	\$ -
ENGINEERING REVIEW	\$ 1,000.00	\$ -	\$ 1,000.00
SUPPLIES	\$ -	\$ -	\$ -
TOTAL MATERIALS AND SERVICES	\$ 118,347.00	\$ 76,500.00	\$ 194,847.00
<u>TRANSFERS OUT</u>			
TO GENERAL FUND	\$ -	\$ -	\$ -
WATER LOAN REPAYMENT	\$ 35,144.00	\$ -	\$ 35,144.00
TOTAL PLANNING TRANSFERS	\$ 35,144.00	\$ -	\$ 35,144.00
TOTAL GENERAL FUND EXPENDITURES	3,742,275.00	167,719.00	3,909,994.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ 278,228.00		\$ 278,228.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	(\$278,228.00)		(\$278,228.00)
BEGINNING FUND BALANCE (ACTUAL)			
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00		\$0.00
FUND ENDING BANALCE	\$0.00		\$0.00

EXHIBIT B

Adult Center

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

ADULT CENTER

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
REVENUES			
REVENUE			
GRANTS	\$ 15,000.00	\$ -	\$ 15,000.00
TITLE III - B OUTREACH	\$ 13,400.00	\$ -	\$ 13,400.00
VTI MEDICAL TRANSPORTATION	\$ 500.00	\$ -	\$ 500.00
VTI NONMEDICAL TRANSPORT	\$ 15,000.00	\$ -	\$ 15,000.00
TRANSPORTATION GRANT	\$ 7,000.00	\$ -	\$ 7,000.00
CENTER GIFTS & DONATIONS	\$ 10,000.00	\$ -	\$ 10,000.00
CENTER RENTALS	\$ 8,000.00	\$ -	\$ 8,000.00
MEDICAID MATCH TITLE XIX	\$ -	\$ -	\$ -
FEDERAL NUTRITION ALLOCATION	\$ -	\$ -	\$ -
TRANSPORTATION CONTRACT SERVICES	\$ 27,000.00	\$ -	\$ 27,000.00
WELLNESS	\$ 1,500.00	\$ -	\$ 1,500.00
CLIENT DONATION/MEALS	\$ 17,000.00	\$ -	\$ 17,000.00
FUNDRAISER	\$ 18,000.00	\$ -	\$ 18,000.00
MEDICAID MEALS	\$ 12,000.00	\$ -	\$ 12,000.00
DONATIONS & MEMORIALS	\$ 7,000.00	\$ -	\$ 7,000.00
TRANSPORTATION DONATIONS	\$ 5,000.00	\$ -	\$ 5,000.00
TRANSFER FROM GENERAL FUND	\$ 191,252.00	\$ -	\$ 191,252.00
TRANSFER FROM STATE REVENUE SHARE	\$ 4,000.00	\$ -	\$ 4,000.00
TOTAL REVENUES	\$ 351,652.00	\$ -	\$ 351,652.00
TOTAL REVENUES	\$ 351,652.00	\$ -	\$ 351,652.00
EXPENDITURES & REQUIREMENTS			
ADULT CENTER PERSONNEL SERVICES			
PERS	\$ 20,334.00	\$ -	\$ 20,334.00
SAIF	\$ 7,638.00	\$ -	\$ 7,638.00
FICA	\$ 10,978.00	\$ -	\$ 10,978.00
INSURANCE/BONDS	\$ 47,840.00	\$ -	\$ 47,840.00
CENTER DIRECTOR	\$ 49,880.00	\$ -	\$ 49,880.00
NUTRITION MANAGER	\$ 36,652.00	\$ -	\$ 36,652.00
CLIENT SERVICES COORDINATOR	\$ 32,292.00	\$ -	\$ 32,292.00
ADMINISTRATIVE SUPPORT	\$ 13,600.00	\$ -	\$ 13,600.00
VAN DRIVERS	\$ 13,000.00	\$ -	\$ 13,000.00
FINANCE DIRECTOR	\$ 4,748.00	\$ -	\$ 4,748.00
EXTRA HELP	\$ 12,500.00	\$ -	\$ 12,500.00
TOTAL ADULT CENTER PERSONNEL SERV	\$ 249,462.00	\$ -	\$ 249,462.00
ADULT CENTER MATERIALS & SERVICES			
POWER	\$ 6,500.00	\$ -	\$ 6,500.00
PHONE	\$ 4,000.00	\$ -	\$ 4,000.00
NATURAL GAS	\$ 3,000.00	\$ -	\$ 3,000.00

EXHIBIT B

OPERATIONS & MAINTENANCE	\$ 11,540.00	\$ -	\$ 11,540.00
BUILDING MAINTENANCE	\$ 5,000.00	\$ -	\$ 5,000.00
TRAINING & CONF. TRAVEL	\$ 2,500.00	\$ -	\$ 2,500.00
DUES & MEMBERSHIP	\$ 1,000.00	\$ -	\$ 1,000.00
POSTAGE	\$ 400.00	\$ -	\$ 400.00
PRINTING & PUBLICATIONS	\$ 1,500.00	\$ -	\$ 1,500.00
INSURANCE/GEN	\$ 5,600.00	\$ -	\$ 5,600.00
REIMBURSEMENT	\$ -	\$ -	\$ -
GAS & VEHICLE MAINTENANCE	\$ 6,000.00	\$ -	\$ 6,000.00
VEHICLE REPAIR	\$ 2,000.00	\$ -	\$ 2,000.00
MISC	\$ 500.00	\$ -	\$ 500.00
CUSTODIAN	\$ 8,500.00	\$ -	\$ 8,500.00
CUSTODIAL SUPPLIES	\$ 1,500.00	\$ -	\$ 1,500.00
OFFICE SUPPLIES	\$ 1,500.00	\$ -	\$ 1,500.00
VOLUNTEER RECOGNITION	\$ 800.00	\$ -	\$ 800.00
MEDICAID MATCH TITLE XIX	\$ -	\$ -	\$ -
VTI NONMEDICAL TRANSPORT	\$ 4,000.00	\$ -	\$ 4,000.00
III F WELLNESS	\$ 750.00	\$ -	\$ 750.00
FUNDRAISING EXPENSES	\$ 1,500.00	\$ -	\$ 1,500.00
HDM MILEAGE REIMBURSEMENT	\$ 8,500.00	\$ -	\$ 8,500.00
FOOD EXPENSES	\$ 8,000.00	\$ -	\$ 8,000.00
HDM SUPPLIES	\$ 7,000.00	\$ -	\$ 7,000.00
TRANSPORT CONTRACTED SER	\$ 5,000.00	\$ -	\$ 5,000.00
TOTAL ADULT CENTER MATERIALS & SERV	\$ 96,590.00	\$ -	\$ 96,590.00
<u>CAPITAL OUTLAY</u>			
CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
<u>ADULT CENTER CONTINGENCY</u>			
OPERATING CONTINGENCY	\$ 5,600.00	\$ -	\$ 5,600.00
TOTAL ADULT CENTER CONTINGENCY	\$ 5,600.00	\$ -	\$ 5,600.00
<u>TRANSFERS OUT</u>			
COST ALLOCATION TO GENERAL FUND	\$ -	\$ 55,601.00	\$ 55,601.00
TOTAL TRANSFERS OUT	\$ -	\$ 55,601.00	\$ 55,601.00
TOTAL ADULT CENTER EXPENDITURES	351,652.00	55,601.00	407,253.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ -		(\$55,601.00)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	\$0.00	\$55,601.00	\$55,601.00
ACTUAL BEGINNING FUND BALANCE	\$65,229.75		\$9,628.75
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00		\$0.00
FUND ENDING BALANCE	\$0.00		\$0.00

EXHIBIT B

Aquatic Center

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)
AQUATIC CENTER

	Adopted Budget 7/1/2011	Transfers/ Resolutions 7/1/11-4/4/12	Revised Adopted Budget 12/21/2012	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
<u>REVENUES</u>					
<u>TRANSFERS FROM GENERAL</u>					
TRANSFERS FROM GENERAL	\$ 139,000.00	\$ -	\$ 139,000.00	\$ -	\$ 139,000.00
TOTAL TRANSFER FROM GENERAL	\$ 139,000.00	\$ -	\$ 139,000.00	\$ -	\$ 139,000.00
<u>PARKS & RECREATION FEE</u>					
PARKS & RECREATION FEE	\$ 175,000.00	\$ -	\$ 175,000.00	\$ -	\$ 175,000.00
TOTAL PARKS & RECREATION FEE	\$ 175,000.00	\$ -	\$ 175,000.00	\$ -	\$ 175,000.00
<u>RECREATION FEE</u>					
RECREATION FEE	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	\$ 100,000.00
TOTAL RECREATION FEE	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	\$ 100,000.00
TOTAL REVENUES	\$ 414,000.00	\$ -	\$ 414,000.00	\$ -	\$ 414,000.00
<u>EXPENDITURES & REQUIREMENTS</u>					
<u>AQUATIC CENTER PERSONNEL SERVICES</u>					
PERS	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
SAIF	\$ 9,500.00	\$ -	\$ 9,500.00	\$ -	\$ 9,500.00
FICA	\$ 14,750.00	\$ -	\$ 14,750.00	\$ -	\$ 14,750.00
INSURANCE/BONDS	\$ 16,025.00	\$ -	\$ 16,025.00	\$ -	\$ 16,025.00
COMMUNITIES SERVICES					
DIRECTOR	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00
PART TIME EMPLOYEES	\$ 144,300.00	\$ -	\$ 144,300.00	\$ -	\$ 144,300.00
TOTAL PERSONNEL SERVICES	\$ 244,575.00	\$ -	\$ 244,575.00	\$ -	\$ 244,575.00
<u>AQUATIC CENTER MATERIALS & SERVICES</u>					
POWER	\$ 47,200.00	\$ -	\$ 47,200.00	\$ (17,200.00)	\$ 30,000.00
PHONE	\$ 4,000.00	\$ -	\$ 4,000.00	\$ -	\$ 4,000.00
NATURAL GAS	\$ 46,875.00	\$ -	\$ 46,875.00	\$ (5,000.00)	\$ 41,875.00
OPERATIONS & MAINTENANCE	\$ 27,925.00	\$ -	\$ 27,925.00	\$ -	\$ 27,925.00
BUILDING MAINTENANCE	\$ 3,050.00	\$ -	\$ 3,050.00	\$ -	\$ 3,050.00
EQUIPMENT MAINTENANCE & REPAIR	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ 15,000.00
TRAINING	\$ 4,000.00	\$ -	\$ 4,000.00	\$ -	\$ 4,000.00
DUES & MEMBERSHIP	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00
POSTAGE	\$ 625.00	\$ -	\$ 625.00	\$ -	\$ 625.00
PRINTING/PUBLICATIONS	\$ 6,500.00	\$ -	\$ 6,500.00	\$ -	\$ 6,500.00
PROFESSIONAL SERVICES	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00
INSURANCE/LIABILITY/GEN	\$ 17,500.00	\$ -	\$ 17,500.00	\$ (2,250.00)	\$ 15,250.00

EXHIBIT B

GAS & VEHICLE MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
VEHICLE REPAIR	\$ -	\$ -	\$ -	\$ -	\$ -
OFFICE SUPPLIES	\$ 2,000.00	\$ -	\$ 2,000.00	\$ (1,000.00)	\$ 1,000.00
CONCESSIONS	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
CHLORINE & CHEMICALS	\$ 8,750.00	\$ -	\$ 8,750.00	\$ (4,000.00)	\$ 4,750.00
MOLALLA YOUTH FOOTBALL	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL MATETRIALS & SERVICES	\$ 186,925.00	\$ -	\$ 186,925.00	\$ (29,450.00)	\$ 157,475.00
<u>AQUATIC CENTER CAPITAL OUTLAY</u>					
CAPITAL IMPROVEMENTS	\$ 15,000.00	\$ 45,000.00	\$ 60,000.00	\$ -	\$ 60,000.00
TOTAL CAPITAL OUTLAY	\$ 15,000.00	\$ 45,000.00	\$ 60,000.00	\$ -	\$ 60,000.00
<u>AQUATIC CENTER CONTINGENCY</u>					
OPERATING CONTINGENCY	\$ 12,500.00	\$ -	\$ 12,500.00	\$ (8,765.00)	\$ 3,735.00
TOTAL CONTINGENCY	\$ 12,500.00	\$ -	\$ 12,500.00	\$ (8,765.00)	\$ 3,735.00
<u>TRANSFERS OUT</u>					
COST ALLOCATION TO GENERAL FUND	\$ -	\$ -	\$ -	\$ 65,971.00	\$ 65,971.00
TOTAL TRANSFERS OUT	\$ -	\$ -	\$ -	\$ 65,971.00	\$ 65,971.00
TOTAL AQUATIC CENTER EXPENDITURES	459,000.00	45,000.00	504,000.00	27,756.00	531,756.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$45,000.00)		(\$90,000.00)	(\$27,756.00)	(\$117,756.00)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)					
BUDGETED BEGINNING FUND BALANCE	\$45,000.00	\$90,000.00	\$90,000.00	\$27,756.00	\$117,756.00
ACTUAL BEGINNING FUND BALANCE	\$117,756.91	\$27,756.91	\$27,756.91	\$0.91	
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00		\$0.00	\$0.00	\$0.00
FUND ENDING BALANCE	\$0.00		\$0.00	\$0.00	\$0.00

EXHIBIT B

Library Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

LIBRARY FUND

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
<u>REVENUES</u>			
<u>INTERGOVERNMENTAL</u>			
COUNTY FUNDS	\$ 661,413.00	\$ -	\$ 661,413.00
DISTRICT CAPITAL IMPROVEMENT	\$ 6,688.00	\$ -	\$ 6,688.00
TOTAL INTERGOVERNMENTAL	\$ 668,101.00	\$ -	\$ 668,101.00
<u>LIBRARY PASS THROUGH</u>			
GRANTS	\$ 3,000.00	\$ -	\$ 3,000.00
TOTAL LIBRARY PASS THROUGH	\$ 3,000.00	\$ -	\$ 3,000.00
<u>LIBRARY CHARGES FOR SERVICES</u>			
INTEREST	\$ 1,000.00	\$ -	\$ 1,000.00
COPIER INCOME	\$ 1,500.00	\$ -	\$ 1,500.00
MISC	\$ 2,000.00	\$ -	\$ 2,000.00
FINES	\$ 20,000.00	\$ -	\$ 20,000.00
DONATION	\$ 3,000.00	\$ -	\$ 3,000.00
TOTAL LIBRARY CHARGES FOR SERVICES	\$ 27,500.00	\$ -	\$ 27,500.00
<u>LIBRARY TRANSFERS</u>			
TRANSFERS FROM GENERAL FUND	\$ -	\$ -	\$ -
TOTAL LIBRARY TRANSFERS	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 698,601.00	\$ -	\$ 698,601.00
<u>EXPENDITURES & REQUIREMENTS</u>			
<u>LIBRARY PERSONNEL SERVICES</u>			
PERS	\$ 44,940.00	\$ -	\$ 44,940.00
SAIF	\$ 875.00	\$ -	\$ 875.00
FICA	\$ 25,000.00	\$ -	\$ 25,000.00
INSURANCE/BONDS	\$ 48,950.00	\$ -	\$ 48,950.00
LIBRARY DIRECTOR	\$ 54,710.00	\$ -	\$ 54,710.00
CITY ADMINISTRATOR	\$ 10,000.00	\$ -	\$ 10,000.00
FINANCE DIRECTOR	\$ 2,665.00	\$ -	\$ 2,665.00
ASST LIBRARY DIRECTOR	\$ 44,804.00	\$ -	\$ 44,804.00
ASST LIBRARIAN	\$ 38,400.00	\$ -	\$ 38,400.00
OVERTIME	\$ -	\$ -	\$ -
PART TIME ASSISTANTS	\$ 143,765.00	\$ -	\$ 143,765.00
TOTAL LIBRARY PERSONNEL SERVICES	\$ 414,109.00	\$ -	\$ 414,109.00
<u>LIBRARY MATERIALS & SERVICES</u>			
POWER	\$ 15,000.00	\$ -	\$ 15,000.00
PHONE	\$ 8,000.00	\$ -	\$ 8,000.00

EXHIBIT B

OPERATIONS & MAINTENANCE	\$ 35,000.00	\$ -	\$ 35,000.00
BUILDING MAINTENANCE	\$ 35,000.00	\$ -	\$ 35,000.00
TRAINING & CONF TRAVEL	\$ 5,000.00	\$ -	\$ 5,000.00
DUES & MEMBERSHIP	\$ 1,000.00	\$ -	\$ 1,000.00
POSTAGE	\$ 500.00	\$ -	\$ 500.00
PROFESSIONAL SERVICES	\$ 5,000.00	\$ -	\$ 5,000.00
INSURANCE/GEN	\$ 10,000.00	\$ -	\$ 10,000.00
MATERIALS, REBINDING	\$ 1,000.00	\$ -	\$ 1,000.00
MISC	\$ 1,000.00	\$ -	\$ 1,000.00
CUSTODIAN	\$ 15,000.00	\$ -	\$ 15,000.00
OFFICE SUPPLIES	\$ 20,000.00	\$ -	\$ 20,000.00
FURNITURE & FIXTURES	\$ 2,000.00	\$ -	\$ 2,000.00
COPIER EXPENSES	\$ 8,000.00	\$ -	\$ 8,000.00
PROGRAMS	\$ 20,000.00	\$ -	\$ 20,000.00
PERODICALS	\$ 5,000.00	\$ -	\$ 5,000.00
EQUIPMENT	\$ 5,000.00	\$ -	\$ 5,000.00
TOTAL LIBRARY MATERIALS & SERVICES	\$ 191,500.00	\$ -	\$ 191,500.00
<u>CAPITAL OUTLAY</u>			
CAPITAL IMPROVEMENTS	\$ 30,000.00	\$ -	\$ 30,000.00
DISTRICT CAPITAL IMPROVEMENTS	\$ 6,688.00	\$ -	\$ 6,688.00
BOOKS	\$ 125,304.00	\$ -	\$ 125,304.00
READY TO READ MATERIAL	\$ 3,000.00	\$ -	\$ 3,000.00
AUDIO-VISUAL MATERIAL	\$ 42,000.00	\$ -	\$ 42,000.00
DATA BASES	\$ 4,000.00	\$ -	\$ 4,000.00
TOTAL CAPITAL OUTLAY	\$ 210,992.00	\$ -	\$ 210,992.00
<u>LIBRARY CONTINGENCY</u>			
OPERATING CONTINGENCY	\$ 82,000.00	\$ -	\$ 82,000.00
TOTAL LIBRARY CONTINGENCY	\$ 82,000.00	\$ -	\$ 82,000.00
<u>TRANSFERS OUT</u>			
COST ALLOCATION TO GENERAL FUND	\$ -	\$ 70,000.00	\$ 70,000.00
TOTAL TRANSFERS OUT	\$ -	\$ 70,000.00	\$ 70,000.00
TOTAL LIBRARY EXPENDITURES	898,601.00	70,000.00	968,601.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES			
	(\$200,000.00)		(\$270,000.00)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	\$200,000.00	\$70,000.00	\$270,000.00
ACTUAL BEGINNING FUND BALANCE	\$576,435.11		\$506,435.11
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00		\$0.00
FUND ENDING BALANCE	\$0.00		\$0.00

EXHIBIT B

Street Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

STREET FUND

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
REVENUES			
REVENUE			
STATE GAS TAX	\$ 439,000.00	\$ -	\$ 439,000.00
PGE FRANCHISE FEE	\$ 87,500.00	\$ 52,500.00	\$ 140,000.00
CDBG	\$ -	\$ -	\$ -
LEROY AVENUE	\$ -	\$ -	\$ -
STREET SDC	\$ -	\$ -	\$ -
PARK SDC	\$ -	\$ -	\$ -
ODOT GRANT	\$ 153,000.00	\$ -	\$ 153,000.00
INTEREST	\$ -	\$ -	\$ -
INTEREST STREET CAP	\$ -	\$ -	\$ -
MISC	\$ 35,000.00	\$ -	\$ 35,000.00
PERMITS	\$ 5,000.00	\$ -	\$ 5,000.00
TRANSFER FROM STATE REV TO ST CAP	\$ -	\$ -	\$ -
TRANSFER FROM STAT REV TO STREETS	\$ 27,000.00	\$ -	\$ 27,000.00
STP ALLOCATION	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 746,500.00	\$ 52,500.00	\$ 799,000.00
TOTAL REVENUES	\$ 746,500.00	\$ 52,500.00	\$ 799,000.00
EXPENDITURES & REQUIREMENTS			
STREETS PERSONNEL SERVICES			
PERS	\$ 24,777.00	\$ 2,473.00	\$ 27,250.00
SAIF	\$ 11,115.00	\$ 3,565.00	\$ 14,680.00
FICA	\$ 15,921.00	\$ -	\$ 15,921.00
INSURANCE/BONDS	\$ 39,898.00	\$ 15,472.00	\$ 55,370.00
PW DIRECTOR	\$ 28,968.00	\$ -	\$ 28,968.00
PW DIRECTOR ASST	\$ 11,393.00	\$ -	\$ 11,393.00
FOREMAN	\$ 24,033.00	\$ -	\$ 24,033.00
CREW	\$ 105,120.00	\$ 4,360.00	\$ 109,480.00
CODE ENFORCEMENT	\$ 17,702.00	\$ -	\$ 17,702.00
EXTRA HELP	\$ 1,000.00	\$ -	\$ 1,000.00
OVERTIME	\$ 26,539.00	\$ 7,048.00	\$ 33,587.00
TOTALSTREETS PERSONNEL SERV	\$ 306,466.00	\$ 32,918.00	\$ 339,384.00
STREETS MATERIALS & SERVICES			
POWER	\$ 83,000.00	\$ -	\$ 83,000.00
PHONE	\$ 4,000.00	\$ -	\$ 4,000.00
NATURAL GAS	\$ 2,500.00	\$ -	\$ 2,500.00
OPERATIONS & MAINTENANCE	\$ 38,000.00	\$ -	\$ 38,000.00
OPERATIONS & MAINTENANCE (PARKS)	\$ 15,000.00	\$ -	\$ 15,000.00
BUILDING MAINTENANCE	\$ 2,500.00	\$ -	\$ 2,500.00

EXHIBIT B

TRAINING & CONF. TRAVEL	\$ 3,500.00	\$ -	\$ 3,500.00
DUES & MEMBERSHIP	\$ 500.00	\$ -	\$ 500.00
POSTAGE	\$ 1,000.00	\$ -	\$ 1,000.00
COMPUTER HARDWARE & SOFTWARE	\$ 6,000.00	\$ -	\$ 6,000.00
PROFESSIONAL SERVICES	\$ 3,000.00	\$ -	\$ 3,000.00
INSURANCE/LIABILITY/GEN	\$ 16,500.00	\$ -	\$ 16,500.00
REIMBURSEMENT	\$ 500.00	\$ -	\$ 500.00
GAS & VEHICLE MAINTENANCE	\$ 12,500.00	\$ -	\$ 12,500.00
GAS & VEHICLE MAINTENANCE (PARKS)	\$ 3,000.00	\$ -	\$ 3,000.00
VEHICLE REPAIR	\$ 5,700.00	\$ -	\$ 5,700.00
VEHICLE REPAIR (PARKS)	\$ 250.00	\$ -	\$ 250.00
UNIFORMS & SAFETY GEAR	\$ 5,000.00	\$ -	\$ 5,000.00
UNIFORMS & SAFETY GEAR (PARKS)	\$ 500.00	\$ -	\$ 500.00
MISC	\$ 250.00	\$ -	\$ 250.00
STREET REPAIR	\$ 6,500.00	\$ -	\$ 6,500.00
SIGNS	\$ 1,500.00	\$ -	\$ 1,500.00
SIDEWALKS	\$ 1,000.00	\$ -	\$ 1,000.00
NEW STREET LIGHTS	\$ 1,800.00	\$ -	\$ 1,800.00
FOOTPATH/BICYCLE TRAILS	\$ 500.00	\$ -	\$ 500.00
TOTAL STREETS MATERIALS & SERVICES	\$ 214,500.00	\$ -	\$ 214,500.00
<u>CAPITAL OUTLAY</u>			
CAPITAL IMPROVEMENTS	\$ 349,125.00	\$ -	\$ 349,125.00
STREET CAPITAL IMPROVEMENT	\$ 350,000.00	\$ (20,000.00)	\$ 330,000.00
STREET EQUIPMENT	\$ 58,207.00	\$ -	\$ 58,207.00
PARK EQUIPMENT	\$ 18,189.00	\$ -	\$ 18,189.00
PARK CAPITAL	\$ 65,000.00	\$ -	\$ 65,000.00
CDBG	\$ -	\$ -	\$ -
STP FUND CAP IMPROVEMENTS	\$ 76,048.00	\$ -	\$ 76,048.00
TOTAL CAPITAL OUTLAY	\$ 916,569.00	\$ (20,000.00)	\$ 896,569.00
<u>STREETS TRANSFERS</u>			
TRANSFER TO GENERAL FUND	\$ -	\$ 39,582.00	\$ 39,582.00
TRANSFER TO STREET SDC FUND	\$ 116,282.00	\$ -	\$ 116,282.00
TRANSFER TO PARK SDC	\$ 44,000.00	\$ -	\$ 44,000.00
TOTAL STREETS TRANSFERS	\$ 160,282.00	\$ 39,582.00	\$ 199,864.00
TOTAL STREETS EXPENDITURES	\$ 1,597,817.00	\$ 52,500.00	\$ 1,650,317.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$851,317.00)		(\$851,317.00)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	\$851,317.00		\$851,317.00
ACTUAL BEGINNING FUND BALANCE	\$446,160.17		\$446,160.17
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00		\$0.00
FUND ENDING BALANCE	\$0.00	\$	-

EXHIBIT B

Sewer Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

SEWER FUND

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
REVENUES			
REVENUE			
INTEREST	\$ 1,500.00	\$ -	\$ 1,500.00
INTEREST - SEWER CAPTIAL	\$ -	\$ -	\$ -
MISC	\$ 1,000.00	\$ -	\$ 1,000.00
MONTHLY USER FEES	\$ 1,485,565.00	\$ -	\$ 1,485,565.00
SERVICE CONNECTIONS	\$ 16,500.00	\$ -	\$ 16,500.00
SEWER SDC	\$ -	\$ -	\$ -
SEWER TRANSFER REVENUE	\$ -	\$ -	\$ -
SEWER CAPITAL TRANSFER REVENUE	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 1,504,565.00	\$ -	\$ 1,504,565.00
TOTAL REVENUES	\$ 1,504,565.00	\$ -	\$ 1,504,565.00
EXPENDITURES & REQUIREMENTS			
SEWER PERSONNEL SERVICES			
PERS	\$ 26,463.00	\$ -	\$ 26,463.00
SAIF	\$ 10,453.00	\$ -	\$ 10,453.00
FICA	\$ 16,632.00	\$ -	\$ 16,632.00
INSURANCE/BONDS	\$ 70,540.00	\$ -	\$ 70,540.00
PW DIRECTOR	\$ 19,796.00	\$ -	\$ 19,796.00
PW DIRECTOR ASST	\$ 17,090.00	\$ -	\$ 17,090.00
PLANT OPERATOR	\$ 49,451.00	\$ -	\$ 49,451.00
ASST PLANT OPERATOR	\$ 41,031.00	\$ -	\$ 41,031.00
FOREMAN	\$ 6,008.00	\$ -	\$ 6,008.00
LAB TECH	\$ 41,031.00	\$ -	\$ 41,031.00
CREW	\$ 25,137.00	\$ -	\$ 25,137.00
UTILITY BILLING CLERK	\$ 8,710.00	\$ -	\$ 8,710.00
EXTRA HELP	\$ 10,000.00	\$ -	\$ 10,000.00
OVERTIME	\$ 12,000.00	\$ -	\$ 12,000.00
TOTAL SEWER PERSONNEL SERV	\$ 354,342.00	\$ -	\$ 354,342.00
SEWER MATERIALS & SERVICES			
POWER	\$ 140,000.00	\$ -	\$ 140,000.00
PHONE	\$ 5,000.00	\$ -	\$ 5,000.00
NATURAL GAS	\$ 1,600.00	\$ -	\$ 1,600.00
OPERATIONS & MAINTENANCE	\$ 82,000.00	\$ -	\$ 82,000.00
BUILDING MAINTENANCE	\$ 7,000.00	\$ -	\$ 7,000.00
TRAINING & CONF. TRAVEL	\$ 3,500.00	\$ -	\$ 3,500.00
DUES & MEMBERSHIP	\$ 500.00	\$ -	\$ 500.00

EXHIBIT B

POSTAGE	\$ 6,000.00	\$ -	\$ 6,000.00
COMPUTER HARDWARE & SOFTWARE	\$ 5,000.00	\$ -	\$ 5,000.00
PROFESSIONAL SERVICES	\$ 15,000.00	\$ -	\$ 15,000.00
INSURANCE/LIABILITY/GEN	\$ 6,000.00	\$ -	\$ 6,000.00
REIMBURSEMENT	\$ 2,500.00	\$ -	\$ 2,500.00
GAS & VEHICLE MAINTENANCE	\$ 25,000.00	\$ -	\$ 25,000.00
VEHICLE REPAIR	\$ 5,000.00	\$ -	\$ 5,000.00
IRRIGATION FUEL	\$ 17,000.00	\$ -	\$ 17,000.00
UNIFORMS & SAFETY GEAR	\$ 6,000.00	\$ -	\$ 6,000.00
MISC	\$ 250.00	\$ -	\$ 250.00
CHLORINE & CHEMICALS	\$ 186,000.00	\$ -	\$ 186,000.00
REHABILITATION	\$ 2,500.00	\$ -	\$ 2,500.00
SEWER LINE REPAIR	\$ 7,000.00	\$ -	\$ 7,000.00
NEW SEWER CONNECTIONS	\$ -	\$ -	\$ -
FRANCHISE FEE	\$ 75,000.00	\$ -	\$ 75,000.00
SRFL INTEREST	\$ -	\$ -	\$ -
SRFL PRINCIPAL	\$ -	\$ -	\$ -
TOTAL SEWER MATERIALS & SERVICES	\$ 597,850.00	\$ -	\$ 597,850.00
<u>SEWER CAPITAL OUTLAY</u>			
CAPITAL IMPROVEMENTS	\$ 550,000.00	\$ (37,777.00)	\$ 512,223.00
SEWER CAPITAL IMPROVEMENT	\$ -	\$ -	\$ -
SEWER PLANT IMPROVEMENT	\$ 130,000.00	\$ -	\$ 130,000.00
SEWER EQUIPMENT	\$ 26,678.00	\$ -	\$ 26,678.00
TOTAL CAPITAL OUTLAY	\$ 706,678.00	\$ (37,777.00)	\$ 668,901.00
<u>SEWER TRANSFERS</u>			
TRANSFER TO GENERAL FUND	\$ 15,000.00	\$ -	\$ 15,000.00
COST ALLOCATION TO GENERAL FUND	\$ -	\$ 37,777.00	\$ 37,777.00
TRANSFER TO EQUIPMENT FUND	\$ -	\$ -	\$ -
TRANSFER TO SEWER CAPITAL	\$ -	\$ -	\$ -
TRANSFER TO SEWER DEBT RETIREMENT	\$ 215,000.00	\$ -	\$ 215,000.00
TRANSFER TO SEWER SDC	\$ -	\$ -	\$ -
TOTAL SEWER CONTINGENCY	\$ 230,000.00	\$ 37,777.00	\$ 267,777.00
<u>SEWER CONTINGENCY</u>			
OPERATING CONTINGENCY	\$ 123,095.00	\$ -	\$ 123,095.00
TOTAL SEWER CONTINGENCY	\$ 123,095.00	\$ -	\$ 123,095.00
TOTAL SEWER EXPENDITURES	\$ 2,011,965.00	\$ -	\$ 2,011,965.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(507,400.00)		(507,400.00)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	\$507,400.00		\$507,400.00
ACTUAL BEGINNING FUND BALANCE	\$244,189.14		\$244,189.14
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00		\$0.00
FUND ENDING BALANCE	\$0.00		\$0.00

EXHIBIT B

Water Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

WATER FUND

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
REVENUES			
REVENUE			
INTEREST	\$ 6,000.00	\$ -	\$ 6,000.00
INTEREST - WATER CAPTIAL	\$ -	\$ -	\$ -
MISC	\$ 100.00	\$ -	\$ 100.00
MONTHLY USER FEES	\$ 1,330,006.00	\$ -	\$ 1,330,006.00
SERVICE CONNECTIONS	\$ 17,500.00	\$ -	\$ 17,500.00
WATER SDC	\$ -	\$ -	\$ -
WATERTRANSFER REVENUEUES	\$ -	\$ -	\$ -
WATER TRANSFER REVENUES	\$ -	\$ -	\$ -
WATER TRANSFER REVENUES	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 1,353,606.00	\$ -	\$ 1,353,606.00
TOTAL REVENUES	\$ 1,353,606.00	\$ -	\$ 1,353,606.00

EXPENDITURES & REQUIREMENTS			
WATER PERSONNEL SERVICES			
PERS	\$ 42,941.00	\$ -	\$ 42,941.00
SAIF	\$ 15,373.00	\$ -	\$ 15,373.00
FICA	\$ 27,129.00	\$ -	\$ 27,129.00
INSURANCE/BONDS	\$ 98,389.00	\$ -	\$ 98,389.00
PW DIRECTOR	\$ 27,713.00	\$ -	\$ 27,713.00
PW DIRECTOR ASST	\$ 14,242.00	\$ -	\$ 14,242.00
PLANT OPERATOR	\$ 56,352.00	\$ -	\$ 56,352.00
ASST PLANT OPERATOR	\$ 50,578.00	\$ -	\$ 50,578.00
FOREMAN	\$ 24,033.00	\$ -	\$ 24,033.00
CREW	\$ 102,673.00	\$ -	\$ 102,673.00
UTILITY BILLING CLERK	\$ 24,388.00	\$ -	\$ 24,388.00
CODE ENFORCEMENT	\$ 27,818.00	\$ -	\$ 27,818.00
OVERTIME	\$ 14,000.00	\$ -	\$ 14,000.00
TOTAL WATER PERSONNEL SERV	\$ 525,629.00	\$ -	\$ 525,629.00
WATER MATERIALS & SERVICES			
POWER	\$ 50,000.00	\$ -	\$ 50,000.00
PHONE	\$ 5,000.00	\$ -	\$ 5,000.00
OPERATIONS & MAINTENANCE	\$ 50,000.00	\$ -	\$ 50,000.00
BUILDING MAINTENANCE	\$ 10,000.00	\$ -	\$ 10,000.00
TRAINING & CONF. TRAVEL	\$ 3,000.00	\$ -	\$ 3,000.00
DUES & MEMBERSHIP	\$ 700.00	\$ -	\$ 700.00
POSTAGE	\$ 7,250.00	\$ -	\$ 7,250.00
COMPUTER HARDWARE & SOFTWARE	\$ 5,000.00	\$ -	\$ 5,000.00

EXHIBIT B

PROFESSIONAL SERVICES	\$ 11,000.00	\$ -	\$ 11,000.00
INSURANCE/LIABILITY/GEN	\$ 6,000.00	\$ -	\$ 6,000.00
REIMBURSEMENT	\$ 2,000.00	\$ -	\$ 2,000.00
GAS & VEHICLE MAINTENANCE	\$ 6,000.00	\$ -	\$ 6,000.00
VEHICLE REPAIR	\$ 3,000.00	\$ -	\$ 3,000.00
UNIFORMS & SAFETY GEAR	\$ 2,000.00	\$ -	\$ 2,000.00
MISC	\$ 250.00	\$ -	\$ 250.00
CHLORINE & CHEMICALS	\$ 36,000.00	\$ -	\$ 36,000.00
WATER LINE REPAIR	\$ 10,000.00	\$ -	\$ 10,000.00
NEW WATER CONNECTIONS	\$ 10,000.00	\$ -	\$ 10,000.00
NEW WATER METERS	\$ 40,000.00	\$ -	\$ 40,000.00
FRANCHISE FEE	\$ 66,000.00	\$ -	\$ 66,000.00
TOTAL WATER MATERIALS & SERVICES	\$ 323,200.00	\$ -	\$ 323,200.00
<u>WATER CAPITAL OUTLAY</u>			
CAPITAL IMPROVEMENTS	\$ 325,000.00	\$ -	\$ 325,000.00
WATER CAPITAL IMPROVEMENT	\$ 338,732.00	\$ (57,568.00)	\$ 281,164.00
WATER EQUIPMENT	\$ 121,268.00	\$ -	\$ 121,268.00
		\$	
TOTAL CAPITAL OUTLAY	\$ 785,000.00	(57,568.00)	\$ 727,432.00
<u>WATER TRANSFERS</u>			
TRANSFER TO GENERAL FUND	\$ 15,000.00	\$ -	\$ 15,000.00
TRANSFER TO GENERAL FUND (LOAN)	\$ -	\$ -	\$ -
COST ALLOCATION TO GENERAL FUND	\$ -	\$ 57,568.00	\$ 57,568.00
TRANSFER TO PLANNING DEPT (LOAN)	\$ -	\$ -	\$ -
TRANSFER TO SEWER RETIREMENT (LOAN)	\$ -	\$ -	\$ -
TRANSFER TO WATER SDC	\$ -	\$ -	\$ -
TRANSFER TO EQUIPMENT FUND	\$ -	\$ -	\$ -
TRANSFER TO WATER DEBT RETIREMENT	\$ 240,000.00	\$ -	\$ 240,000.00
TRANSFER TO H2O CAP IMP	\$ -	\$ -	\$ -
TRANSFER TO BONDED DEBT	\$ -	\$ -	\$ -
TOTAL WATER TRANSFERS	\$ 255,000.00	\$ 57,568.00	\$ 312,568.00
<u>WATER RESERVE & CONTINGENCY</u>			
RESERVE	\$ 135,000.00	\$ -	\$ 135,000.00
CONTINGENCY	\$ 411,777.00	\$ -	\$ 411,777.00
TOTAL WATER RESERVE & CONTINGENCY	\$ 546,777.00	\$ -	\$ 546,777.00
TOTAL WATER DEPT EXPENDITURES	\$ 2,435,606.00	\$ -	\$ 2,435,606.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$1,082,000.00)		(\$1,082,000.00)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BEGINNING FUND BALANCE	\$1,082,000.00		\$1,082,000.00
ACTUAL BEGINNING FUND BALANCE	\$593,201.75		\$593,201.75
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00		\$0.00
FUND ENDING BALANCE	\$0.00		\$0.00

EXHIBIT B

Storm Water Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

STORM WATER

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
REVENUES			
REVENUE			
INTEREST	\$ 5,000.00	\$ -	\$ 5,000.00
INTEREST - STORM WATER CAPITAL	\$ -	\$ -	\$ -
MISC	\$ 100.00	\$ -	\$ 100.00
MONTHLY USER FEES	\$ 91,994.00	\$ -	\$ 91,994.00
STORM SDC	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 97,094.00	\$ -	\$ 97,094.00
TOTAL REVENUES	\$ 97,094.00	\$ -	\$ 97,094.00
EXPENDITURES & REQUIREMENTS			
STORM PERSONNEL SERVICES			
PERS	\$ 9,390.00	\$ -	\$ 9,390.00
SAIF	\$ 2,671.00	\$ -	\$ 2,671.00
FICA	\$ 2,724.00	\$ -	\$ 2,724.00
INSURANCE/BONDS	\$ 16,239.00	\$ -	\$ 16,239.00
PW DIRECTOR	\$ 7,918.00	\$ -	\$ 7,918.00
PW DIRECTOR ASST	\$ 14,242.00	\$ -	\$ 14,242.00
FOREMAN	\$ 6,008.00	\$ -	\$ 6,008.00
CREW	\$ 25,290.00	\$ -	\$ 25,290.00
UTILITY BILLING CLERK	\$ 1,742.00	\$ -	\$ 1,742.00
CODE ENFORCEMENT	\$ 5,058.00	\$ -	\$ 5,058.00
EXTRA HELP	\$ -	\$ -	\$ -
OVERTIME	\$ 12,000.00	\$ -	\$ 12,000.00
TOTAL STORM PERSONNEL SERVICES	\$ 103,282.00	\$ -	\$ 103,282.00
STORM MATERIALS & SERVICES			
OPERATIONS & MAINTENANCE	\$ 15,000.00	\$ 5,000.00	\$ 20,000.00
PROFESSIONAL SERVICES	\$ 3,000.00	\$ -	\$ 3,000.00
INSURANCE/LIABILITY/GEN	\$ 2,500.00	\$ -	\$ 2,500.00
REIMBURSEMENT	\$ 250.00	\$ -	\$ 250.00
GAS & VEHICLE MAINTENANCE	\$ 13,000.00	\$ -	\$ 13,000.00
VEHICLE REPAIR	\$ 7,500.00	\$ -	\$ 7,500.00
UNIFORMS & SAFETY GEAR	\$ 750.00	\$ -	\$ 750.00
MISC	\$ 100.00	\$ -	\$ 100.00
STORM DRAINS	\$ 5,000.00	\$ -	\$ 5,000.00
FRANCHISE FEE	\$ 4,600.00	\$ -	\$ 4,600.00
TOTAL STORM MATERIALS & SERVICES	\$ 51,700.00	\$ 5,000.00	\$ 56,700.00
STORM WATER CAPITAL OUTLAY			

EXHIBIT B

CAPITAL IMPROVEMENTS	\$ 20,000.00	\$ -	\$ 20,000.00
STORM WATER CAPITAL IMPROVEMENT	\$ 18,000.00	\$ -	\$ 18,000.00
STORM WATER EQUIPMENT	\$ 18,189.00	\$ -	\$ 18,189.00
TOTAL CAPITAL OUTLAY	\$ 56,189.00	\$ -	\$ 56,189.00
<u>STORM WATER TRANSFERS</u>			
TRANSFER TO STORM WATER SDC	\$ -	\$ -	\$ -
COST ALLOCATION TO GENERAL FUND	\$ -	\$ 13,194.00	\$ 13,194.00
TOTAL STORM WATER TRANSFERS	\$ -	\$ 13,194.00	\$ 13,194.00
<u>STORM WATER CONTINGENCY</u>			
CONTINGENCY	\$ 28,268.00	\$ (18,194.00)	\$ 10,074.00
TOTAL STORM WATER CONTINGENCY	\$ 28,268.00	\$ (18,194.00)	\$ 10,074.00
TOTAL STORM WATER EXPENDITURES	\$ 239,439.00	\$ -	\$ 239,439.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$142,345.00)		(\$142,345.00)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BEGINNING FUND BALANCE	\$142,345.00		\$142,345.00
ACTUAL BEGINNING FUND BALANCE	\$105,337.41		\$105,337.41
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00		\$0.00
FUND ENDING BALANCE	\$0.00		\$0.00

EXHIBIT B

Molalla Police Department Special Revenue Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

MOLALLA POLICE DEPARTMENT SPECIAL REVENUE FUND (new)

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
REVENUES			
REVENUE			
PD PAYROLL DEDUCTIONS	\$ -	\$ 1,500.00	\$1,500.00
SURPLUS & UNCLAIMED EQUIP SALES	\$ -	\$ 500.00	\$ 500.00
DONATIONS	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ -	\$ 2,000.00	\$2,000.00
TOTAL REVENUES	\$ -	\$ 2,000.00	\$2,000.00
EXPENDITURES & REQUIREMENTS			
MATERIALS & SERVICES			
SCHOLARSHIPS	\$ -	\$ 2,000.00	\$2,000.00
K-9 PROGRAM	\$ -	\$ -	\$ -
TOTAL MATERIALS & SERVICES	\$ -	\$ 2,000.00	\$2,000.00
TOTAL EXPENDITURES	\$ -	\$ 2,000.00	\$2,000.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ -	\$ -	\$ -
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00
ACTUAL BEGINNING FUND BALANCE			
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00	\$0.00	\$0.00
FUND ENDING BALANCE	\$ -	\$ -	\$ -

EXHIBIT B

Logging Mural Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

LOGGING MURAL FUND (*new*)

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
REVENUES			
REVENUE			
MURAL DONATIONS/FUNDRAISERS	\$ -	\$ 21,000.00	\$ 21,000.00
TOTAL REVENUES	\$ -	\$ 21,000.00	\$ 21,000.00
TOTAL REVENUES	\$ -	\$ 21,000.00	\$ 21,000.00
EXPENDITURES & REQUIREMENTS			
MATERIALS & SERVICES			
OPERATIONS & MAINTENANCE	\$ -	\$ 5,000.00	\$ 5,000.00
PRINTING & PUBLICATIONS	\$ -	\$ 1,000.00	\$ 1,000.00
PROFESSIONAL SERVICES	\$ -	\$ 15,000.00	\$ 15,000.00
TOTAL MATERIALS & SERVICES	\$ -	\$ 21,000.00	\$ 21,000.00
TOTAL EXPENDITURES	\$ -	\$ 21,000.00	\$ 21,000.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ -	\$ -	\$ -
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00
ACTUAL BEGINNING FUND BALANCE			
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00	\$0.00	\$0.00
FUND ENDING BALANCE	\$ -	\$ -	\$ -

EXHIBIT B

Fox Park Pavilion Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

FOX PARK PAVILLION FUND (*new*)

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
<u>REVENUES</u>			
<u>GRANTS AND DONATIONS</u>			
PAVILLION DONATIONS/FUNDRAISERS	\$ -	\$ 11,000.00	\$ 11,000.00
FORD FOUNDATION GRANT	\$ -	\$ 5,000.00	\$ 5,000.00
TOTAL GRANTS & DONATIONS	\$ -	\$ 16,000.00	\$ 16,000.00
<u>TRANSFERS IN</u>			
TRANSFER IN: SALLY FOX PARK	\$ -	\$ 5,000.00	\$ 5,000.00
TRANSFER IN: PARK SDC	\$ -	\$ 11,640.00	\$ 11,640.00
TOTAL TRANSFERS IN	\$ -	\$ 16,640.00	\$ 16,640.00
TOTAL REVENUES	\$ -	\$ 32,640.00	\$ 32,640.00
<u>EXPENDITURES & REQUIREMENTS</u>			
<u>MATERIALS & SERVICES</u>			
OPERATIONS & MAINTENANCE	\$ -	\$ 31,140.00	\$ 31,140.00
PROFESSIONAL SERVICES	\$ -	\$ 1,500.00	\$ 1,500.00
TOTAL MATERIALS & SERVICES	\$ -	\$ 32,640.00	\$ 32,640.00
TOTAL EXPENDITURES	\$ -	\$ 32,640.00	\$ 32,640.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00	\$0.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00
ACTUAL BEGINNING FUND BALANCE			
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00	\$0.00	\$0.00
FUND ENDING BALANCE	\$ -	\$ -	\$ -

EXHIBIT B

Molalla Arts Commission Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

MOLALLA ARTS COMMISSION FUND (*new*)

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
<u>REVENUES</u>			
<u>REVENUE</u>			
MAC DONATIONS/FUNDRAISERS	\$ -	\$ 18,344.00	\$ 18,344.00
SEED FUNDING	\$ -	\$ 5,000.00	\$ 5,000.00
TOTAL REVENUES	\$ -	\$ 23,344.00	\$ 23,344.00
TOTAL REVENUES	\$ -	\$ 23,344.00	\$ 23,344.00
<u>EXPENDITURES & REQUIREMENTS</u>			
<u>MATERIALS & SERVICES</u>			
OPERATIONS & MAINTENANCE	\$ -	\$ 13,344.00	\$ 13,344.00
PROFESSIONAL SERVICES	\$ -	\$ 5,000.00	\$ 5,000.00
REIMBURSEMENTS	\$ -	\$ 5,000.00	\$ 5,000.00
TOTAL MATERIALS & SERVICES	\$ -	\$ 23,344.00	\$ 23,344.00
TOTAL EXPENDITURES	\$ -	\$ 23,344.00	\$ 23,344.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00	\$0.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00
ACTUAL BEGINNING FUND BALANCE			
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00	\$0.00	\$0.00
FUND ENDING BALANCE	\$ -	\$ -	\$ -

EXHIBIT B

Park SDC Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

PARK SDC FUND

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
REVENUES			
REVENUE			
PARK SDC'S	\$ 4,500.00	\$ -	\$ 4,500.00
TRANSFER FROM PARK CAPITAL	\$ 44,000.00	\$ -	\$ 44,000.00
TOTAL REVENUES	\$ 48,500.00	\$ -	\$ 48,500.00
TOTAL REVENUES	\$ 48,500.00	\$ -	\$ 48,500.00
EXPENDITURES & REQUIREMENTS			
PARK SDC RESERVE			
RESERVE	\$ 78,500.00	\$ (11,640.00)	\$ 66,860.00
TOTAL RESERVE	\$ 78,500.00	\$ (11,640.00)	\$ 66,860.00
TRANSFERS OUT			
TRANSFER TO FOX PARK PAVILION FUND	\$ -	\$ 11,640.00	\$ 11,640.00
TOTAL TRANSFERS OUT	\$ -	\$ 11,640.00	\$ 11,640.00
TOTAL EXPENDITURES & REQUIREMENTS	\$ 78,500.00	\$ -	\$ 78,500.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$30,000.00)		(\$30,000.00)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	\$30,000.00	\$0.00	\$30,000.00
ACTUAL BEGINNING FUND BALANCE			
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00	\$0.00	\$0.00
FUND ENDING BALANCE	\$ -	\$ -	\$ -

EXHIBIT B

Sally Fox Park Fund

City of Molalla Fiscal Year 2012 (July 2011 - June 2012)

SALLY FOX PARK FUND

	Adopted Budget 7/1/2011	Recommended Supplemental 4/4/2012	Revised Adopted Budget 4/4/2012
REVENUES			
REVENUE			
INTEREST	\$ 450.00	\$ -	\$ 450.00
TOTAL REVENUES	\$ 450.00	\$ -	\$ 450.00
TOTAL REVENUES	\$ 450.00	\$ -	\$ 450.00
EXPENDITURES & REQUIREMENTS			
SALLY FOX MATERIALS & SERVICES			
PARK IMPROVEMENTS	\$ 13,450.00	\$ (5,000.00)	\$ 8,450.00
TOTAL EXPENDITURES	\$ 13,450.00	\$ (5,000.00)	\$ 8,450.00
TRANSFERS OUT			
TRANSFER TO FOX PARK PAVILION FUND	\$ -	\$ 5,000.00	\$ 5,000.00
TOTAL TRANSFERS	\$ -	\$ 5,000.00	\$ 5,000.00
SALLY FOX RESERVE			
RESERVE	\$ 90,000.00	\$ -	\$ 90,000.00
TOTAL RESERVE	\$ 90,000.00	\$ -	\$ 90,000.00
TOTAL EXPENDITURES AND REQUIREMENTS	\$ 103,450.00	\$ -	\$ 103,450.00
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$103,000.00)	\$0.00	(\$103,000.00)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES (CUMULATIVE)			
BUDGETED BEGINNING FUND BALANCE	\$103,000.00	\$0.00	\$103,000.00
ACTUAL BEGINNING FUND BALANCE			
UNAPPROPRIATED ENDING FUND BALANCE	\$0.00	\$0.00	\$0.00
FUND ENDING BALANCE	\$ -	\$ -	\$ -

EXHIBIT B

Supplemental Budget Summary of Appropriations

OPERATING FUNDS

GENERAL FUND

Resources:	
Administrative Pass-Thru: Weed & Seed	214,163
Police Department Pass-Thru: ODOT Grant	10,900
Administrative Pass-Thru: Molalla Arts Commission	(23,344)
Administration Charges for Service: General Misc.	(32,000)
Police Dept Charges for Service: PD General Misc.	(2,000)
Property Taxes: Property Tax Current	(339,693)
Transfers In: Adult Center Fund	55,601
Transfers In: Library Fund	70,000
Transfers In: Aquatic Center Fund	65,971
Transfers In: Streets Fund	39,582
Transfers In: Water Utility Fund	57,568
Transfers In: Sewer Fund	37,777
Transfers In: Storm Water Fund	13,194
Requirements:	
Materials & Services: Weed & Seed	214,163
Police Capital Outlay: Police Equipment	10,900
Materials & Services: Molalla Arts Commission	(23,344)
Materials & Services: Operations & Maintenance	(32,000)
PD Materials & Services: Operations & Maintenance	(2,000)
Contingency & reserves	(113,340)
Personnel Services: Insurance	28,000
Planning Personnel: Planner	44,840
Police Capital Outlay: Emergency Vehicles	6,500
Planning Materials & Services: Clackamas CO Contract Pay.	34,000
City Hall Capital Outlay: Capital Improvements	(20,000)
City Hall Capital Outlay: Capital Improvements	(10,000)
Municipal Court Personnel: Insurance	(2,500)
Municipal Court Personnel: Assistant Court Clerk	(8,000)
Municipal Court Personnel: Overtime	(2,000)
Planning Materials & Services: Professional Services	42,500

ADULT CENTER FUND

Resources:	
Beginning Fund Balance	55,601
Requirements:	
Transfer Out: Cost Allocation	55,601

AQUATIC CENTER FUND

Resources:	
Beginning Fund Balance	27,756
Requirements:	

EXHIBIT B

Aquatic Center Materials & Services: Power	(17,200)
Aquatic Center Materials & Services: Natural Gas	(5,000)
Aquatic Center Materials & Services: Insurance/Liability	(2,250)
Aquatic Center Materials & Services: Office Supplies	(1,000)
Aquatic Center Materials & Services: Chlorine & Chemicals	(4,000)
Transfers Out: Cost Allocation	57,206

LIBRARY FUND

Resources:	
Beginning Fund Balance	70,000
Requirements:	
Transfer Out: Cost Allocation	70,000

SEWER FUND

Requirements:	
Sewer Capital Outlay: Capital Improvements	(37,777)
Transfer Out: Cost Allocation	37,777

STORM WATER FUND

Requirements:	
Storm Water Contingency: Contingency	(18,194)
Storm Materials & Services: Operations & Maintenance	5,000
Storm Water Transfers: Cost Allocation to General Fund	13,194

STREET FUND

Resources:	
PGE Franchise Fee	52,500
Requirements:	
Transfer Out: Cost Allocation to General Fund	39,582
Personnel Services: PERS	2,473
Personnel Services: SAIF	3,565
Personnel Services: Insurance	15,472
Personnel Services: Crew	4,360
Personnel Services: Overtime	7,048
Capital Outlay: Street Capital Improvements	(20,000)

WATER FUND

Requirements:	
Water Capital Outlay: Capital Improvements	(57,568)
Transfer Out: Cost Allocation	57,568

SPECIAL REVENUE FUNDS

MOLALLA ARTS COMMISSION FUND (NEW)

Resources:	
MAC Donations & Fundraisers	18,344
Seed Funding	5,000
Requirements:	
Materials & Services: Operations & Maintenance	13,344

EXHIBIT B

Materials & Services: Professional Services	5,000
Materials & Services: Reimbursements	5,000

FOX PARK FUND

Requirements:	
Materials & Services: Park Improvements	(5,000)
Transfers Out: To Fox Park Pavilion Fund	5,000

PARK SDC FUND

Requirements:	
Park SDC Reserve	(11,640)
Transfers Out: To Fox Park Pavilion Fund	11,640

FOX PARK PAVILION FUND (NEW)

Resources:	
Transfers In: From Fox Park Fund	5,000
Transfers In: From Park SDC Fund	11,640
Pavilion Donations/Fundraisers	11,000
Ford Foundation Grant	5,000
Requirements:	
Materials & Services: Operations & Maintenance	31,140
Materials & Services: Professional Services	1,500

LOGGING MURAL FUND (NEW)

Resources:	
Logging Mural Donations/Fundraisers	21,000
Requirements:	
Materials & Services: Operations & Maintenance	5,000
Materials & Services: Professional Services	15,000
Materials & Services: Printing & Publication	1,000

MOLALLA POLICE DEPARTMENT SPECIAL REVENUE FUND (NEW)

Resources:	
PD Payroll Deductions	1,500
Surplus & Unclaimed Equipment Sales	500
Donations	0
Requirements:	
Materials & Services: Scholarships	2,000
Materials & Services: K-9	0

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-21: A Resolution Authorizing Inter-fund Transfers

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: Reallocates \$16,640 to a newly-created Fox Park Pavilion Fund to pay for construction of a pavilion in Fox Park and \$339,693 to the General Fund for administrative cost allocation. Detail provided in Attachment A to the resolution.

Background:

Adoption of a resolution is required to effect transfers between funds. These transfers were approved with adoption of the Supplemental Budget: Resolution 2012-20, adopted on April 11, 2012.

SUBMITTED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

8.J

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

RESOLUTION NO. 2012 - 21

A RESOLUTION AUTHORIZING INTER-FUND TRANSFERS

WHEREAS: On June 8, 2011, the Molalla City Council passed Resolution 2011-08 adopting a budget, making appropriations, imposing taxes and categorizing the taxes for fiscal year 2011-12; and

WHEREAS: To prevent over-expending appropriations and to prevent funds from ending the fiscal year with a deficit, the Council passed Resolution 2012-20 adopting a supplemental budget and making supplemental appropriations for fiscal year 2011-12; and

WHEREAS: To prevent ending the fiscal year with a negative balance in the General Fund, the Council passed Resolution 2012-12 approving an administrative cost allocation plan to transfer revenues from other operation funds to the General Fund to pay for administrative expenses; and

WHEREAS: It is necessary to transfer funding between funds before the end of fiscal year 2011-12 in order to prevent over-expending appropriations in some funds.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES: as follows:

1. The Finance Director is authorized to execute transfers as set forth in Exhibit A, attached, totaling \$356,333.

Adopted by the City Council this ____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder

ATTACHMENT A

Inter-Fund Transfers for Supplemental Budget Adopted April 11, 2012

Transfers Out		Transfers In		<u>Purpose</u>
<u>Fund</u>	<u>Amount</u>	<u>Fund</u>	<u>Amount</u>	
Fox Park Fund	\$ 5,000	to Fox Park Pavilion Fund	\$ 5,000	to pay for park pavilion
Park SDC Fund	\$ 11,640	to Fox Park Pavilion Fund	\$ 11,640	to pay for park pavilion
Adult Center Fund	\$ 55,601	to General Fund	\$ 55,601	administrative cost allocation
Aquatic Center Fund	\$ 65,971	to General Fund	\$ 65,971	administrative cost allocation
Library Fund	\$ 70,000	to General Fund	\$ 70,000	administrative cost allocation
Street Fund	\$ 39,582	to General Fund	\$ 39,582	administrative cost allocation
Sewer Fund	\$ 37,777	to General Fund	\$ 37,777	administrative cost allocation
Water Fund	\$ 57,568	to General Fund	\$ 57,568	administrative cost allocation
Storm Water Fund	\$ 13,194	to General Fund	\$ 13,194	administrative cost allocation
	\$ 356,333		\$ 356,333	

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2012-22: A Resolution Recognizing Molalla Centennial 2013 As the Representative for the City in Connection with the 2013 Centennial

Staff Recommendation: Adopt the resolution.

Date of Meeting to be Presented: April 11, 2012

Fiscal Impact: None

Background:

During the March 28, 2012 Council meeting, Council heard a presentation from Molalla Centennial 2013, an unincorporated association, about the upcoming Molalla centennial celebration. The association prepared a resolution for council to consider. The resolution was modified slightly with suggestions from the city attorney. The association presented the modified resolution to Council. Council directed staff to add the resolution to the next council agenda for formal action.

SUBMITTED BY: Molalla Centennial 2013

APPROVED BY: Ellen Barnes, City Manager

ADMIN USE ONLY

Agenda Item

8.K

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

RESOLUTION NO. 2012 - 22

**A RESOLUTION RECOGNIZING MOLALLA CENTENNIAL 2013 AS THE
REPRESENTATIVE FOR THE CITY IN CONNECTION WITH THE 2013
CENTENNIAL**

WHEREAS: The year 2013 marks the 100th anniversary of the incorporation of Molalla as a city, the arrival of the first steam train, and the first Wild West show (predecessor of the Molalla Buckeroo); and

WHEREAS: The City Council considers the anniversary year to be an appropriate time to celebrate the history and traditions of Molalla and to promote the City's cultural, recreational and commercial opportunities; and

WHEREAS: The City Council deems it appropriate to recognize a single organization to represent the City in coordinating various events in connection with the anniversary, including the creation of an appropriate trademark or logo with the exclusive rights to market items bearing that trademark or logo.

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES: as follows:

1. That the Molalla Centennial, an unincorporated association, of which Connie Farrens, Chairman; Dennis Stafford, Vice Chair; Mary Lynn Jacob, Secretary; and Debbie Rogge, Treasurer, is hereby recognized as the exclusive representative for the City in connection with the celebration of the Anniversary and is hereby authorized to adopt a trademark or logo for these purposes, which trademark or logo shall be recognized by the City as the official trademark or logo of the Anniversary celebration.
2. That Molalla Centennial 2013 is encouraged to market items bearing the trademark or logo, provided that all proceeds shall be used solely in connection with the Anniversary Celebration and that any funds remaining after October 1, 2013, shall be divided equally between and donated to the Molalla Historical Society and the Molalla Buckeroo (exclusively for restoration of its stagecoach).
3. That all organizations, schools, churches, service clubs, businesses and other entities wishing to participate in the Anniversary celebration and further the purposes listed above are urged to coordinate their activities with Molalla Centennial 2013 and to lend it their full support it commemorating this unique occasion.

Adopted by the City Council this ____ day of April, 2012.

Mike Clarke
Mayor

ATTEST:

Sadie Cramer
City Recorder