

AGENDA
Aurora City Council Meeting
Tuesday, October 09, 2012, at 7:00 P.M.
City Council Chambers, Aurora City Hall
21420 Main St. NE, Aurora, OR 97002

1. Call to Order of the City Council Meeting

2. City Recorder Calls Roll

Mayor Taylor
Councilor Graupp
Councilor Brotherton
Councilor Sahlin
Councilor Vleck

3. Consent Agenda

- I. City Council Meeting Minutes – September 11, 2012 & Special Meeting September 20, 2012
- II. Planning Commission Meeting Minutes – September 04, 2012
- III. Historic Review Board Minutes – August 23, 2012

Correspondence

- I. City County Employment Claims Report
- II. Letter From Aurora Colony Visitors Association on Police Dept. Sept 24, 2012
- III. OR 99E Woodburn to Aurora Corridor Segment Plan
- IV. Marion County Economic Summit Meeting
- V. PGE bill showing first round of energy savings, Otis Phillips

4. Visitors

Anyone wishing to address the City Council concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the City Council could look into the matter and provide some response in the future.

5. Discussion with the Parks Committee

6. Discussion with Traffic Safety Commission

7. Reports

Aurora City Council Agenda

October 09, 2012

This is a public meeting and all interested citizens are invited to attend. The meeting place is not handicapped accessible; those needing assistance should contact the city Office three (3) working days before regularly scheduled meetings. The minutes of this and all public meetings are available at City Hall during regular business hours. All meetings are audio taped and may be video taped

- A. **Police Chief's Report** – (included in your packet)

- B. **Finance Officer's Report – Financials** (included in your packets)
 - 1. Revenue & Expense Report

- C. **Public Works Department's Report** – (included in your packet)
 - 1. Monthly Status Report (Storm Water)
 - 2. Monthly Status Report (Water)
 - A. Waste Water Treatment Plant Update (from Otis Phillips, included in your packet)

- D. **City Recorder's Report** (included in your packet)

- E. **City Attorney's Report** – (not Included in your packet)
 - **Rodger Eddy situation**

- 8. **Ordinances and Resolutions**
 - A.

- 9. **Old Business**
 - A. **Discussion and or Action on Backflow Management Policy**
 - B. **Discussion and or Action on Police Proposal**
 - **Marion County**
 - **City of Hubbard**

- 10. **New Business**
 - A. **Discussion and or Action on 21200 Highway 99E possible enforcement action.**
 - B. **Discussion and or Action on Memo from City Recorder, Richardson for Lexipol Manual.**

- 11. **Adjourn**

CONSENT AGENDA

Meeting Minutes

Correspondence

Financials

Other Items

Minutes
Aurora City Council Meeting
Tuesday, September 11, 2012, at 7:00 P.M.
City Council Chambers, Aurora City Hall
21420 Main St. NE, Aurora, OR 97002

STAFF PRESENT: Kelly Richardson, City Recorder
Lyle McCuiston, Chief of Police
Bob Southard, Water Superintendent
Otis Phillips, Waste Water Superintendent
Jan Vlcek, Finance Officer

STAFF ABSENT:

VISITORS PRESENT: Trevor Daly, Lone Elder Rd
Jason Daly, Lone Elder Rd
Christine O'Brien, Aurora
Jason Saucedo, Aurora PD
Chris Halstead, Aurora
Kris Sallee, Aurora
Scott Brotherton, Aurora

1. Call to Order of the City Council Meeting

The meeting was called to order by Mayor Greg Taylor at 7:00 p.m.

2. Administrative assistant does Roll Call

Mayor Taylor – present
Councilor Graupp - present
Councilor Roberts -Resigned
Councilor Sahlin – present
Councilor Vlcek - present

3. Consent Agenda

- I. City Council Meeting Minutes – August 14, 2012
- II. Planning Commission Meeting Minutes – August 07, 2012
- III. Historic Review Board Minutes – June 28, 2012

Motion to approve Consent Agenda was made by Councilor Vlcek and seconded by Councilor Graupp. Motion Passes.

Correspondence

- I. **Resignation Letter from Terri Roberts**
- II. **Email to Bob Southard on Passenger Rail Project**
- III. **League of Oregon Cities Update**
- IV. **League of Oregon Cities invites to City Hall Week**

A motion was made by Councilor Graupp to approve the correspondence and accept Councilor Roberts resignation letter and was seconded by Councilor Sahlin. Motion Passes.

4. **Visitors**

Anyone wishing to address the City Council concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the City Council could look into the matter and provide some response in the future.

No one spoke at this time.

5. **Discussion with the Parks Committee, Nothing was said.**

6. **Discussion with Traffic Safety Commission, No one from Traffic Safety was present.**

7. **Reports**

A. Police Chief's Report – (included in your packet) Chief McCuistion read his report.

- **The average speed for the month was 21 miles over.**
- 10 instances 3 assists
- 1 assist on a wreck
- 4 vehicles towed
- Car 27 maintenance on an electrical issue
- 19 citations
- Records Clerk is on vacation and Brent Earhart is assisting in the office.
- Read the Analysis report, over the past year in a half.
 - **We have never had even one call a day.**

- ❖ **Councilor Sahlin comments that 21 miles per hour over the speed limit does not constitute a speed trap at that point they deserve that citation.**

No more questions of the Chief

B. Finance Officer's Report – Financials (included in your packets)

1. Revenue & Expense Report

- Everything at this point is where we should be.
- Auditors are scheduled for October 8th

There were no more questions from the council.

C. Public Works Department's Report – (included in your packet)

1. Monthly Status Report (Storm Water)
2. Monthly Status Report (Water)

Superintendent Southard does a brief overview of his report as provided.

- The water filtration unit is struggling with the high demand.
- Well levels at this point are low; hopefully we will not have to ask the public to water on odd and even schedule.
- Working with the manufacturer to resolve the issues with the water filtration unit.
- Storm Water Master Plan is moving forward.
- Routine maintenance items and in the Park the dog water valve has been fixed.

A. Waste Water Treatment Plant Update (from Otis Phillips),

- Plant is working well.
- Blower System is up and running.
- Everything is looking good

D. City Recorder's Report (included in your packet)

City Recorder, Richardson gives a brief overview of her report as included in the packet. There were no questions from the Council.

E. City Attorney's Report – (not Included in your packet)

- Apex Contract review, there is a minor yet significant change in the second line. Once the change is made as to whom the owner and the contractor are I believe it is good to go.
- Tort Claim has been filed from Rodger Eddy 21520 Main Street Aurora, OR 97002. Update, I spoke to City Planner Wakeley, as a general rule cyclone fence that he wants to put up he could apply for a variance however this process is very costly and probably will not be an option chosen.
- Mayor Taylor states that as far as he is concerned nothing is salvageable. I believe the city has been very patient and we now need to move forward with the process.

Consensus of the Council to move forward with the condemnation process and instructed City Attorney Koho to contact the building inspector to move forward on the process.

Mayor Taylor states he is very displeased at the point the response that we have received with the company that manufactured the water filtration unit however at Southard's request we will hold off another week until a letter is drafted by the Attorney.

9. Ordinances and Resolutions

A. Resolution Number 657 Declaring Council Position Vacant, by resignation of Councilor Roberts.

A motion is made to declare Council position 3 held by Terri Roberts vacant by Councilor Vlcek and seconded by Councilor Graupp. Motion Passes.

B. Resolution 658 Electing Council President

A motion is made to elect Councilor Bill Graupp as Council President by Councilor Vlcek and is seconded by Councilor Sahlin.

C. Resolution Number 659 Validating the Appointment of Vacant Council Position.

Mayor Taylor's recommendation to fill vacant Council seat is Scott Brotherton until election. Motion to approve Resolution 659 and appointing Scott Brotherton is made by Councilor Sahlin and seconded by Councilor Vlcek. Motion Passes. City Attorney Koho performs the swearing in.

D. Resolution Number 660 Changing Bank Account Signers and Removing Terri Roberts.

A motion is made to make Councilor Graupp a signer as Council President on the West Coast Bank account and the safe deposit box is made by Councilor Vlcek and seconded by Councilor Sahlin. Motion Passes.

E. Resolution Number 661 Resolution Authorizing Garbage Collection Rate Increase.

A motion is made to approve Resolution 661 to accept the increase proposed by Allied Waste by Councilor Graupp and is seconded by Councilor Vlcek. Motion Passes.

10. Old Business

A. Discussion on Economic Development Committee, Councilor Graupp let council know of 3 people that are interested and is reviewing a mission statement.

B. Discussion and or Action on Tri City Police Proposal

- **Town Hall meeting discussion**, if you were at meeting I (Mayor Taylor) thought it went very well the presentations were excellent and the questions and concerns were productive.
- Mayor Taylor proposes a work shop to discuss this further, if a decision is to be made it must be a special meeting or meeting stated by legal.
- The meeting is set for September 20, 2012 to discuss this issue at 6pm.

Chief McCuiston needs to address the reserve officers because they are working very hard for the city and currently they are in limbo and are not sure where we are going with this. Many of them may apply to Hubbard however they will not just absorb them they will need to go through testing. Officer Anderson would be interested in being the interim Chief to keep the doors open and so the department just doesn't go down. Mayor Taylor states go ahead and check into it and maybe if we have more information by the 20th we can let them know.

Mayor Taylor asks Chief McCuiston for an inventory of everything we have if possible before the 28th.

11. New Business

- A. Discussion and or action on whether or not to appoint a new Councilor for vacant position.** This was completed during the Resolutions process with filling the position with Scott Brotherton.
- B. Nomination of New Council President.** This was completed during the Resolution section with Councilor Graupp.
- C. Discussion and or Action on Backflow Management Policy, I would like to see us opt out of the, Need more information before a decision is made. Tabled.**
- D. Discussion and or Action on Proposed Allied Waste Increase, in attendance Carol Diane, Manager, Bret Davis Operations Manager.** There was a brief discussion and explanation for the increase of 5.5% mostly because of rising fuel costs along with labor and benefits. This increase would take effect on Oct 1, 2012.

Resident Scott Brotherton asks for clarification on a fee.

- E. Recommendation to have Kris Sallee to fill the vacancy, a verbal by PC**

A motion is made to accept the verbal recommendation from Planning Commission to appoint Kris Sallee to fill the open Commissioner seat by Councilor Graupp and seconded by Councilor Vlcek. Motion Passes.

Chris Obrien was disappointed that the police situation was not talked about more.

Chris Halstead and Chris O'Brian state that they are very upset about the amount of man power in the public works department they feel a two person staff is far too many and is an area for staff cuts to help the budget.

Mayor Taylor tries to explain with no avail and suggests they get involved in the budget process or in other areas so they are better informed.

12. Adjourn

A motion to adjourn the September 11, 2012, meeting at 8:35 p.m. was made by Councilor Graupp and seconded by Councilor Brotherton. Motion Passed Unanimously.

Greg Taylor, Mayor

ATTEST:

Kelly Richardson, City Recorder

Minutes
Aurora Special City Council Meeting
Thursday, September 20, 2012, at 6:00 P.M.
City Council Chambers, Aurora City Hall
21420 Main St. NE, Aurora, OR 97002

STAFF PRESENT: Kelly Richardson, City Recorder
Lyle McCuistion, Chief of Police

STAFF ABSENT: None other required to attend

VISITORS PRESENT: Jim & Terri Roberts, Aurora
Jonathan Gibson, Aurora
Christine O'Brien, Aurora
Trevor Fillis, Aurora PD
Lori Sahlin, Aurora
Kris Sallee, Aurora

1. Call to Order of the City Council Meeting

The meeting was called to order by Mayor Greg Taylor at 6:00 p.m.

2. Administrative assistant does Roll Call

Mayor Taylor – present
Councilor Graupp - present
Councilor Brotherton -present
Councilor Sahlin – absent
Councilor Vlcek - present

3. **Consent Agenda**

Correspondence

4. **Visitors**

Anyone wishing to address the City Council concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the City Council could look into the matter and provide some response in the future.

5. **Discussion and or action on police services**, most of the discussion ensued between the City Council members however at one point the Mayor did open the floor for questions from the audience. Some of the questions are listed below;
- **Annie Kirk, Aurora,**
 - Will there be coverage for the Aurora Colony Days and will it cost extra, yes
 - What would the complaint process be if a citizen had a complaint about the officer. First it would be given to the City Council and then forwarded to the agency chosen.
 - Would there be availability for the Officer to attend meetings
 - **Kriss Sallee, Aurora**
 - Is the process for grants the same, no it will change.
 - What is the concern for out of town complaints, none because we are only concerned with citizens inside of the city limits.

Questions from Council,

Councilor Brotherton, is Wilsonville contracted with Clackamas County, yes
Councilor Graupp asked Chief McCuistion, how he thought agencies viewed the cities that they contracted with, he stated that depending on the officer it could vary. The relationship is fine especially since they are paying.

Mayor Taylor so basically we have two options to choose from City of Hubbard or Marion County and at this time since there was not a full council no decisions were made.

There were many points discussed however no decision was made.

Most of the citizen input to various Council members appears to be leaning towards contracting with Marion County.

In order to keep the Police Dept functioning until a decision is made it is discussed and approved that Reserve Officer Jason Anderson become the supervisor.

A motion is made to allow the Mayor and Councilor Vlcek sit down with Chief McCuistion and Reserve Officer Andersen to discuss how he could supervise the department is made by Councilor Vlcek and seconded by Councilor Graupp. Motion Passes.

Chief McCuistion did ask Council about possibly giving the reserves the grant money collected from various grants that the reserve officers worked for the city. Mayor Taylor requests this be put on the agenda for the November Council Meeting.

6. Adjourn

A motion is made to adjourn the Special City Council meeting at 7:25 pm by Councilor Graupp and is seconded by Councilor Brotherton. Motion Passes.

Greg Taylor, Mayor

ATTEST:

Kelly Richardson, City Recorder

Minutes
Aurora Planning Commission Meeting
Tuesday, September 04, 2012 at 7:00 P.M.
Aurora Commons Room, Aurora City Hall
21420 Main St. NE, Aurora, OR 97002

STAFF PRESENT: Kelly Richardson, City Recorder
Renata Wakeley, City Planner

STAFF ABSENT:

VISITORS PRESENT: Bill Graupp, Aurora
Karen Townsend, Aurora
Gayle Abernathy, Aurora
Kris Sallee, Aurora
Susie & Tim Corcoran, Aurora

1. Call to Order of Planning Commission Meeting

The meeting was called to order by Planning Chair Joseph Schaefer at 7:05 p.m.

2. City Recorder Did Roll Call

Chairman, Schaefer - Present
Commissioner, Willman Present
Commissioner, Gibson Present
Commissioner, Graham Absent
Commissioner, Fawcett Present
Commissioner, Braun Present

3. Consent Agenda

Minutes

- I. Aurora Planning Commission Meeting –August 07, 2012
- II. HRB Minutes
- III. City Council – July 10 , 2012

Motion to approve the consent agenda was made by Commissioner Braun and seconded by Commissioner Fawcett.

Correspondence

4. Visitor

Anyone wishing to address the Planning Commission concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the Planning Commission could look into the matter and provide some response in the future.

No one spoke at this time.

5. New Business

A. **Discussion and or Action on 2012-01 (SDR12-01) Site Development Review,** Chairman Schaefer states ex-parte contact in that he was interested in the purchase of the property and he knows the applicants for many years. City Planner, summarizes her staff report as follows,

CONCLUSIONS AND RECOMMENDATIONS

Based on the findings in the staff report, staff recommends the planning commission **approve** the application for Site Design Review 12-01 with the following conditions:

1. The applicant shall comply with all City of Aurora and State of Oregon development, building and fire codes.
2. Applicant shall submit evidence of review and approval by the City of Aurora and HRB for all proposed signage, in compliance with AMC 16.22.040.G. Future proposed signage shall comply with the requirements of AMC 16.44. Approval of a sign permit application must be obtained from the planning director and building official prior to installation of any signage on the subject properties. Applicant shall submit evidence of monument signage approval, if applicable, prior to installation of monument signage shown on site plan.
3. Prior to building permit/certificate of occupancy approval, the applicant shall submit a revised landscape plan for review and approval by planning staff as required by AMC 16.38.
4. If construction on the site is a departure from the approved plan, the Site Design Review approval shall be voided immediately.

VII. PLANNING COMMISSION ACTION

A. Approve Site Design Review 12-01:

1. As recommended by staff, or

2. As determined by the Planning Commission stating how the application satisfies all the required criteria, and any revisions to the recommended conditions of approval, or

B. Deny Site Design Review 12-01 (stating how the application does not meet the required standards), or

C. Continue the hearing to a time certain or indefinitely (considering the 120-day limit on applications).

Gail Abernathy, states she has the property next to it and I always wanted to have the city make some additional handicap parking and now with this application it will create more traffic for parking issues. I believe creation of more off street parking would assist this situation. .

Wakeley, Criteria L the approval pg 5 of staff report, in order to meet the parking requirements the applicant states there will be seven spaces available and one ADA so the applicant is meeting the parking requirements of the code which requires 5. No bicycle spaces are required and no loading space is required.

This additional ADA along 99E would need to be addressed by ODOT. It is not really part of this approval process.

Wakeley, no more comments unless there are questions, sample motions on pg 7 and I am ok with striking condition of approval 3 since we determined that the area is not next to a residence.

Schafer asked applicant about the use of gravel for compacting and asked that $\frac{3}{4}$ in minus as an addition to approval and the applicant is fine with this.

Sample motion, number 2 Chairman Schaefer to move to approve 12-01 as determined with the parking lot surface to be $\frac{3}{4}$ inch minus compacted and is seconded by Commissioner Willman. Motion Passes.

- B. Discussion and or Action on Letter of Interest to Join Planning Commission from Kris Sallee of Aurora**, Kris introduces herself and states that she has a heart for the history of Aurora, and it was refreshing to see the growth in the park and the business district, and I want to be a part of this growing little town and I do have Aurora experience however I may not have PC experience.

Chairman Schaefer asks Miss Sallee if she has any question, no not really I want to learn and be a part of our little town, Chairman Schaefer suggest reading ODOT when a highway runs through it.

Commissioner Braun asked if you are acquainted with Mo Han Meir. Yes I am.

Commissioner Willman states her background would be great with real-estate experience.

No more questions or comments.

Motion to recommend Kris Sallee to the City Council for the Planning Commission position is made by Commissioner Braun and seconded by Commissioner Gibson, Motion Passes.

6. Old Business

A. Discussion and or Update on Historic Review Board Design Guideline,

Chairman Schaefer states my purpose was to move all of the regulatory sections into the code, in a new Chapter 17.40.

In this draft it breaks it into two classifications for a contributing structure or a non contributing structure and 1920 is the dividing line.

17.29 changed, moving structures this is new or and addition from the guidelines and is stricter. The condemner has to pay all fees.

The main thing I wanted to talk about is the new chapter 17.40

Karen Townsend from HRB, states that porches letter C you have eliminated craft man style, and brick is currently used in residential or commercial area. Karen suggests allowing masonry

however you could be more specific. Would a wooden porch be allowed, Karen states that a lot of them are masonry; Schaefer states they should be wood.

Townsend recommends that maybe we could wait and members could look at structures around town. Corner of Bobs Ave and Sayre drive and it has brick. To get a better perspective on the structures around town.

Other areas of discussion are;

- Doors
- Chimneys
- And pitch of the roof

No decisions were made this will be an ongoing discussion and revisions as we go.

7. Commission Action/Discussion

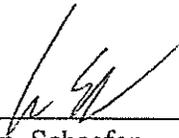
A. City Planning Activity (in Your Packets)

Status of Development Projects within the City.

- Looking at zone changes and other item that have not been recorded
- 21460 Main Street perspective buyer has contacted me in regards to a antenna for his radio.

8. Adjourn 9:30 P.M.

A motion to adjourn the September 04, 2012 meeting is made by Commissioner Braun and seconded by Commissioner Fawcett. Motion Passes Unanimously.



Chairman, Schaefer

ATTEST:


Kelly Richardson, City Recorder

**HISTORIC REVIEW BOARD MINUTES
21420 MAIN ST. NE, AURORA OR 97002
August 23, 2012**

Staff Members Present: Sophia Kuznetsov, Administrative Assistant

Others Present: None

The meeting of August 23, 2012 was called to order at 7:00 p.m. by Chairman Townsend.

Admin Assistant takes Roll Call

Chairman Karen Townsend – Present
Member Gayle Abernathy – Arrived late (7:10pm)
Member Bill Simon – Present.
Member Merrra Frochen – Present
Member Mella Dee Fraser - Present

CONSENT AGENDA

A motion to approve the HRB minutes of June 28, 2012, with corrections, was made by Gayle Abernathy, seconded by Bill Simon and passed unanimously.

CORRESPONDENCE

VISITORS

Amy Tabor	Molalla	516 Pegasus Ct
Tracy Schaefer	Aurora	21527 Hwy 99E
Noelle Brooks	Oregon City	902 Taylor St
Joseph Schaefer	Aurora	Planning Commission Chair

Joseph Schaefer, Planning Commission Chair- had come in to talk about taking on the project of revising the Historic District Guidelines so that they are more straight forward. He has been working on revising them during his free time and he is keen on presenting the changes at the Planning Commission Meeting on September 4th 2012 and extended a welcome to all the Historic Review Board members to come to the meeting.

OLD BUSINESS

A. Discussion of updating the Historic Guidelines per City Council request.

- The HRB members are in progress of going over Section 17.20 of the Historic District Guidelines; Chairman Townsend will give the HRB recommendations of guideline changes to City Planner Renata when they are complete.
- The HRB members will also be discussing Commissioner Schaefer's proposal on the changes for the Historic District Guidelines after the September 4th 2012 Planning Commission Meeting.

NEW BUSINESS

A. Discussion and/or action on sign application for 1 A-frame & 2 wall signs for 21527 Highway 99E, submitted by Amy's Pet Grooming

- Discussion was made on the purple paw prints background on the signs cannot be a cartoon image according to the sign code. Applicant will be painting sign and she affirmed that the paw prints will be as realistic as possible. Silhouettes are appropriate.
- Discussion was made on whether the A-frame sign can be moved at leisure, the owner was made aware that the placement of the A-frame needs to be approved at the meetings and there are designated spots for every A-frame sign in the Historic District, and by moving the sign around it could inadvertently be place it on a spot that is already taken by another business.

A motion to approve the application for A-frame as presented was made by Merra Frochen, seconded by Gayle Abernathy and passed unanimously

- Discussion on 1st and 2nd wall sign, maximum size of wall sign can only be six (6%) percent of the building façade. Applicant wanted to put a black border around the wall sign to add more design character to the sign. HRB thought that was a great design element.
- Discussion on whether LED lighted signs are allowed in HRB – Chairman Townsend affirmed that there is no guideline on whether LED lighted signs were able to be used in a business within the historic district.
- Applicant proposed a change to 2nd wall sign to add a phone number to the sign if desired with same font and color as original sign lettering.

A motion to approve the application for 1st wall sign as presented was made by Gayle Abernathy, seconded by Bill Simon and passed unanimously

A motion to approve the application for 2nd wall sign as presented with proposed change that applicant would be able to add a phone number if desired was made by Merra Frochen, seconded by Bill Simon and passed unanimously

B. Discussion and/or action on sign application and project application for 21627 Highway 99E submitted by Back Door Vintage.

- Discussion on whether “Back Porch Vintage” was considered a logo. The font used on for the “Back Porch Vintage” (primarily the “Vintage” script) lettering is not the in the HRB approved font list and “Back Porch Vintage” would need to be considered a logo image in order for HRB to approve the font for the sign. HRB cited previous examples of this – “Topaz”, Plan-it Financial” by HRB and “Brio Gallery” by City Council.
- Discussion on wall sign location – Applicant would like for the wall sign to be centered right above the entrance, background of sign will be the same color (Jewett White) as the wall that it was to be hanging on. Applicant gave a handout of additional font images for her signs.

A motion to approve “Back Porch Vintage” lettering/font only as a logo image was made by Gayle Abernathy, seconded by Bill Simon and passed unanimously

A motion to approve the application for wall sign as presented was made by Gayle Abernathy, seconded by Bill Simon and passed unanimously.

- Discussion and/or action on A-frame sign – Applicant was made aware that even though “Back Porch Vintage” was considered a logo image, the tag line “*Not Your Grandma’s Antique Store*” is not part of the logo and would need to be in a font off the HRB approved list or something similar. Applicant was in agreement and she will be using an italicized font off the approved list for her tag line “*Not Your Grandma’s Antique Store*”.

A motion to approve the application for A-frame with exception that the tag line was in an HRB approved font or something similar, was made by Merrra Frochen, seconded by Bill Simon and passed unanimously.

- Applicant wanted know if she had a restriction on where the A-frame sign is placed, she was informed that A-frame sign locations need to be approved at the time of application due to the fact that there are designated spots for every A-frame sign in the Historic District, and by moving the sign around it could inadvertently be place on a spot already taken by another business. Applicant wanted place the sign on the corner off 2nd Street and Hwy 99E, around the back side of the “Main St Mercantile” building, Chairman Townsend informed the applicant that Jan Peel (of the Visitor’s Association) holds that sign location even though there is currently no A-frame sign there. Chairman Townsend let the applicant know that she can discuss with Jan Peel about whether she can have the spot.

A motion to approve the location for A-frame with exception that it can be placed anywhere in front of business near the side walk as legal (15ft gap in between A-frame signs and not obstructing sidewalk) until better location is agreed upon, was made by Merra Frochen, seconded by Gayle Abernathy and passed unanimously.

- Discussion and/or action on window decal- Applicant explained to the board that the window decal has no background it is just the letter cutouts in the approved sign colors. Board for sees no issues with the window decal as long as it does not exceed the maximum size of 20% of the window façade.
- Chairman Townsend made a suggestion that the applicant should consider putting up a “Right Angle Sign” instead of a window decal so that pedestrians would be able to spot the business entrance a lot more easily. Applicant was also made aware that the City Planner may need to assess the sign due to low height restrictions and that there may be additional fees if she wanted to go forward with a “Right Angle Sign”. The applicant decided that for the time being she will stick to a window decal until she does more research.

A motion to approve the application for window decal with exception that the tag line was in an HRB approved font or something similar, was made by Gayle Abernathy, seconded by Merra Frochen and passed unanimously.

- Discussion and/or action on project application – Applicant made proposal to paint two doors instead of the one that was on the application.
- Discussion was made on what door colors would complement the building color, the Applicant named off 3 colors that she felt would complement the building, “Codman Claret red” (which is the current color of the doors) “Quincy Granite”(a gray color), and “Muted Mulberry” (a dark Plum color). Applicant made proposal to change the color for the doors on the application from “Quincy Granite” to “Muted Mulberry”. With her proposal she will paint the 2 doors that are side to side of each other “Muted Mulberry” and repaint the far north door back to its original color.

A motion to approve the application for door color, with added proposal that north and south entrance door will be painted “Muted Mulberry” or similar and the far north door will be painted back to its original color or similar was made by Gayle Abernathy, seconded by Bill Simon and passed unanimously.

C. September 27 2012 Meeting

- Member Abernathy wanted to make the Board members aware that they are getting an application for 21520 Main Street in regard to fencing around the property; she wanted the board members to do a bit of homework on this application so that they are ready and prepared to make the best possible assessment.

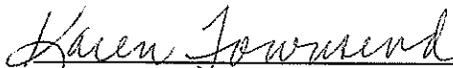
D. Appoint Vice-Chair

- Chair Townsend would like to appoint a Vice-Chair; she nominated Gayle Abernathy to be the New Vice-Chair so that if Chairman Townsend wasn't able to make a meeting for whatever reason, they will have someone to take over as Chair.

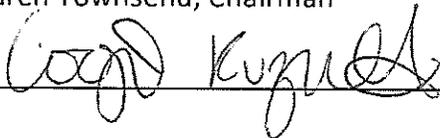
The consensus from the members was that Gayle Abernathy is appointed as Vice-Chair.

ADJOURN

A motion to adjourn was made at 9:30pm by Merrra Frochen seconded by Bill Simon, and passed unanimously.



Karen Townsend, Chairman



Sophia Kuznetsov, Administrative Assistant

**NOTICE OF FINAL DECISION
APPLICATION APPROVED BY THE HISTORIC REVIEW BOARD
CITY OF AURORA, OREGON**

Date application was heard by HRB: September 27th 2012

Date this Notice is mailed: 10.3.2012

Name of Applicant: Amy Tobar – Amy’s Pet Grooming

Applicant’s Mailing Address: 516 Pegasus Ct, Molalla OR 97038

Project Description: LED Internal Illuminated “Open” Sign

Subject Property Address: 21527 Hwy 99E, Aurora OR 97002

Findings:

This application is approved per the City of Aurora Design Review Guidelines for Historic District Properties as a temporary exemption. The Historic Review Board does recognize that Neon, Florescent and/or similar internal illuminated signs are not allowed in the Historic District as per the Aurora Historic Guidelines sign code. The Historic Review Board has agreed to this in order to find middle ground for a misunderstanding in regard to LED lighted signs.

Approved: One LED Internal Illuminated “Open” Sign

Approved Locations: On Building site

Approved time-limit: Maximum of six (6) months from Sept 27 2012

Comments/Recommendation:

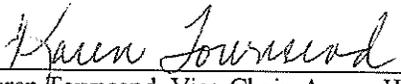
- **Sign may not be moved on to the Street side (Highway 99E) of the building**
- **The sign may only be up for a maximum of 6 months – during which time the applicant will be working on replacing it with an Aurora Historic Guideline approved “Open” sign.**

The findings and conclusions on which this decision is based are contained in the minutes for the HRB meeting at which this decision was made and audio-tape record of the HRB’s meeting and deliberations. The minutes and audio-taped record are available at Aurora City Hall, 503.678.13283, 21420 Main Street, Aurora, Oregon.

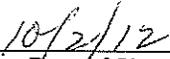
The Historic Review Board’s decision is final on the date that this notice is mailed. Any party with standing may appeal this decision with the City of Aurora Municipal Code which provides that a written appeal, together with the required fee, shall be filed with the City Recorder within fifteen (15) calendar days of the date the Notice of Decision was

mailed. The appeal fee schedule and forms are available from the City Recorder at City Hall, 214209 Main Street NE, Aurora, Oregon 97002.

This decision is approved and this Notice of Decision serves as the Certificate of Appropriateness subject to the conditions set forth above.



Karen Townsend, Vice-Chair, Aurora Historic Review Board



Date of Signature

**NOTICE OF FINAL DECISION
APPLICATION APPROVED BY THE HISTORIC REVIEW BOARD
CITY OF AURORA, OREGON**

Date application was heard by HRB: September 27 2012

Date this Notice is mailed: 10 · 3 · 2012

Name of Applicant: Bill Graupp

Applicant's Mailing Address: 14629 Ehlen Road, Aurora OR 97002

Project Description: Replacing Garage Doors

Subject Property Address: 14629 Ehlen Road, Aurora OR 97002

Findings:

This application is approved per the City of Aurora Design Review Guidelines for Historic District Properties, Doors, - page 41, Section 51, 52, 53, 54

The application was approved with Almond (color same as original door) short panel with Stockton DecraTrim or Similar.

Comments/Recommendation:

The findings and conclusions on which this decision is based are contained in the minutes for the HRB meeting at which this decision was made and audio-tape record of the HRB's meeting and deliberations. The minutes and audio-taped record are available at Aurora City Hall, 503.678.13283, 21420 Main Street, Aurora, Oregon.

The Historic Review Board's decision is final on the date that this notice is mailed. Any party with standing may appeal this decision with the City of Aurora Municipal Code which provides that a written appeal, together with the required fee, shall be filed with the City Recorder within fifteen (15) calendar days of the date the Notice of Decision was mailed. The appeal fee schedule and forms are available from the City Recorder at City Hall, 214209 Main Street NE, Aurora, Oregon 97002.

This decision is approved and this Notice of Decision serves as the Certificate of Appropriateness subject to the conditions set forth above.



Karen Townsend, Chairman, Aurora Historic Review Board

10/2/12

Date of Signature



citycounty insurance services
www.cisoregon.org



CIS Quarterly Report to Members
September 2012

Employment Claims: A Perfect Storm

Oregon is far from the east coast, but for the past two years, it's been hurricane season for the CIS Property/Casualty Trust. In 2010-11, we saw in our claims costs the effects of assaults on police officers, a devastating car accident, and the aftermath of the Japanese tsunami. In 2011-12, the costs continued to grow, this time fueled by large jury verdicts – most notably with a \$6.2 million award in a Forest Grove land use case and in employment liability cases.

Employment claims have always been a challenge, but the current economic conditions have made the situation worse. Layoffs in the public sector, a continuing poor economy and “anti-government” sentiment, along with long-standing “anti-employer” bias among jurors, have created something of a perfect storm for CIS members. Our actuary, who estimates the ultimate cost of prior and future claims, has issued a preliminary report for June 30, 2012 that increases the estimate of claims expense for 2011-12 and prior years by \$8.7 million above what was previously expected. Last year an additional \$7.7 million was added to the estimate of claims expense.

CIS provides extremely broad coverage of employment practice liability (EPL) claims. In addition to tort claims, our coverage document addresses the state and federal “alphabet soup” of employment issues, encompassing laws prohibiting discrimination and retaliation, and those requiring disability accommodation and family medical leave. Unlike Oregon tort claims, there are no caps on awards in these federal cases, and the prevailing party often can be awarded legal fees as well as damages. And, unlike many commercial insurance policies, we also cover awards of back pay and so-called “front pay”. This coverage protects the member, but can result in very high payouts when the member is found liable for a terminated employee’s lost wages into the future.

IN THIS ISSUE:

Employment Claims: A Perfect Storm

- What CIS is Doing
- What You Can Do to Help

“CIS 24” to Launch Pilot

Introducing Kathi Prestwood, Senior P/L Claims Consultant

TULIP: We're #1

Surplus Furniture Available

503-763-3800 800-922-2684

www.cisoregon.org

1212 Court St. NE, Salem, OR 97301

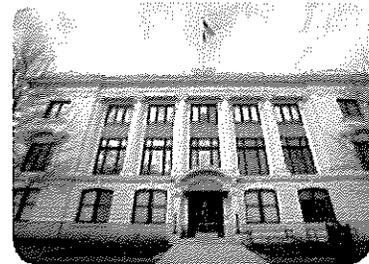
“Layoffs in the public sector, a continuing poor economy, and “anti-government” sentiment, along with long-standing “anti-employer” bias among jurors have created something of a perfect storm for CIS members.”

This employment claim trend is not limited to CIS. Both schools and special districts in Oregon have been surprised by higher-than-usual jury awards, especially in employment cases. One only has to look at regional and national headlines to realize this is an issue affecting both private and public employers across the country, thought to be brought on primarily by the recession and continued high unemployment. The number of complaints to the U.S. Equal Opportunity Employment Commission has exceeded 99,000 in each of the past two years, a record. However, the fact that we're not alone is little comfort when the cost of these claims is added up.

Staff has been keeping the CIS Board of Trustees abreast of these cases, and sharing concern about the potential impact of these claims on future rates. At its August 24 meeting, the Board again discussed the disconcerting trend and provided feedback and direction to staff on plans to mitigate its impact. Between now and April 2013, when rates for 2013-14 will be set, the Board will be looking at alternatives to provide both adequate funding for claims and stability for members.

The good news is that the number of employment claims hasn't been increasing at the same rate as costs. The cases recently decided have been for claims incurred a few years ago; fewer new claims have reached the litigation stage. And, although they've been reduced by these high-cost claims, CIS still has sufficient financial reserves. We are in a good position to attack the problem now and make a difference going forward.

Still, improving the employment claims situation will take a concerted effort on the part of both CIS and the members. Here's what we're doing, and what you can do to help:



"This employment claim trend is not limited to CIS. Both schools and special districts in Oregon have been surprised by higher-than-usual jury awards, especially in employment cases."

WHAT CIS IS DOING

We're adjusting our **claims management approach**. Changing times call for changing strategies, and here are some of the new strategies we're adopting:

More up-front, in-person investigation. We've found in about a third of the cases, facts that influence the outcome of employment claims are not coming to light until after the claim has reached the litigation stage. All too often we have seemingly defensible cases go bad during the 'discovery' phase of litigation (depositions, document production, etc.) when facts come to light that change the case from defensible to one that should be settled. By that time, substantial legal costs have been incurred. Had those facts been known early on we may have been able to settle the case before both parties incurred big legal fees - and typically in these cases we must pay the plaintiff's fees as well as defense fees.

By doing a more in-depth investigation early on, we're likely to discover those facts earlier and resolve the case sooner, potentially before any legal fees have been incurred.

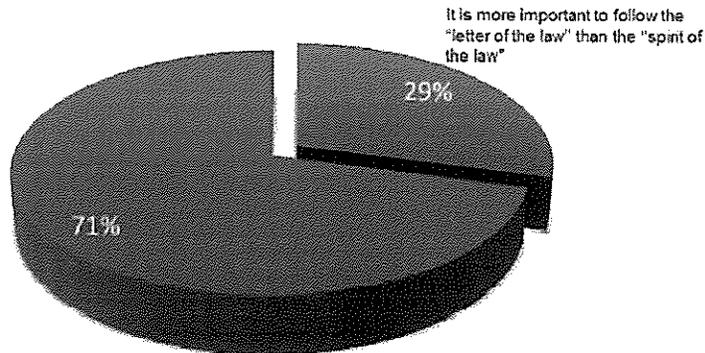
To give adjusters more time for investigations, we've eliminated a vacant claims management position and instead hired an on-the-ground liability claims adjuster, based in Bend. We've also committed to using outside investigators to further strengthen our commitment to getting to the facts, fast.

You can expect to see more of CIS in the future when you have a claim. We appreciate that you will give our adjusters and investigators the assistance and information they need to learn and evaluate the facts of the case.

Severance, settlement, trial?

Every employment issue has a slightly different set of facts. When an employment issue comes to us via our Pre-Loss Employment program, we try to evaluate the potential liability. Even if a layoff is supported by budget issues, or a performance-based termination is defensible, there may be other facts – disability, age, racial or ethnic background – that could support a claim of discrimination. Or, there may be a series of positive performance evaluations with little hint of a problem before termination occurs, leading to a perception that there must be something else behind it. The charts below, presented at a national risk management conference recently, provide some insight into jury viewpoints.

Which Best Describes Your Feelings?



It is more important to see that "justice is done" than to follow the "letter of the law"

Source: Dan Galpeau, PhD <http://www.denisid.com>
 from a presentation by Dennis Molenaar, Esq. OneBeacon Government Risks
 at the 2012 National PRIMA Conference

When the facts suggest potential liability, we may recommend offering the employee a severance package at termination in exchange for a release of liability. Or, if there is a claim with a less-than-certain outcome, we may recommend a settlement earlier than we have in the past, rather than incurring extensive legal costs and taking our chances before a jury in this environment. Even in cases where the damages are expected to be low, the exposure for attorney fees on a case that goes through trial is generally in the \$200,000 range.

Of course, there are still cases that will go to trial, when the facts clearly indicate a win is possible, or when the plaintiff will not agree to a reasonable settlement. And, we'll continue to appeal certain verdicts that we believe can be reversed or mitigated.

Adjusting the legal defense team. CIS has been fortunate over the years to work with competent defense counsel representing our members on employment issues. We plan to add some new faces to the legal defense team, reaching out to more attorneys who specialize in employment law.

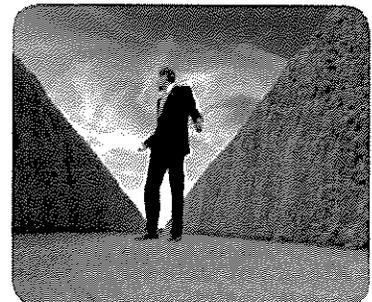
We're also enhancing our **risk management approach**. Our plans include:

Strengthening our Pre-Loss Team. In the past year, many members have had the opportunity to work on pre-loss employment issues with Steve Norman, CIS' administrative officer and an attorney with extensive human resources background, and our HR Risk Management Consultant Janie McCollister. Janie and Steve have provided issue-specific and training resources to members, enhancing and providing back up to the services that Pre-Loss Attorney Kirk Mylander has offered since joining CIS in 2005.

Our long-time General Counsel Mark Rauch will retire in December, and Kirk will take his place as general counsel. Kirk will continue to be engaged



"...if there is a claim with a less-than-certain outcome, we may recommend a settlement earlier than we have in the past, rather than incurring extensive legal costs and taking our chances before a jury in this environment."



"In the coming months, look for a "Before You Act" checklist that will help managers assess whether they've considered all of the relevant facts and have the information they need to make a clean break with an employee."

in pre-loss, supervising the program and doing some employment law training, but we'll also be bringing on an attorney to replace him in the day-to-day pre-loss legal role, effectively adding an additional employment attorney to our Pre-Loss team.

Training and tools. Employment law is complicated, and there are more and more land mines waiting for supervisors. In addition to continuing our annual spring supervisor training program, we're offering an **employment law track** at the 2013 CIS Conference in February with interactive programs aimed at managers and supervisors. We'll also be adding more employment law training to our online RiskNet service.

In the coming months, look for a "Before You Act" checklist that will help managers assess whether they've considered all of the relevant facts and have the information they need to make a clean break with an employee.

We continue to offer model severance agreements, to review responses to BOLI complaints, provide our sample employee handbook to help members update their own policies, and will even pay for a professional review by the Local Government Personnel Institute (LGPI) of the handbook's key policies. Members that haven't already updated their handbooks can do so and earn a 1% Risk Management Bonus for 2013-14, up to \$1,000.

WHAT YOU CAN DO TO HELP

There are some common threads in the employment cases we see at CIS. Here are some suggestions for members to help all of us lower the cost of employment claims.

Take a Little Extra Time at the Beginning. The employment relationship is like most other relationships: our high hopes for success often overshadow potential problems. A thorough hiring process can help ensure a good hire who will give your entity a long career of solid performance. Complete background checks, an accurate job description, and a skill or physical agility test that's tied to the job requirements can go a long way to ensure you've found the right candidate. CIS resources can help you get there.

Tell the Whole Story. The truth is, in employment situations as in all facets of life, people make mistakes. Whether you're seeking pre-loss advice or responding to questions from CIS about a claim, it's important to tell the whole story as you know it, even if it's uncomfortable or embarrassing to your entity. We aren't there to judge, we're there to assist and defend, and we need the best and most accurate information we can get to do that.

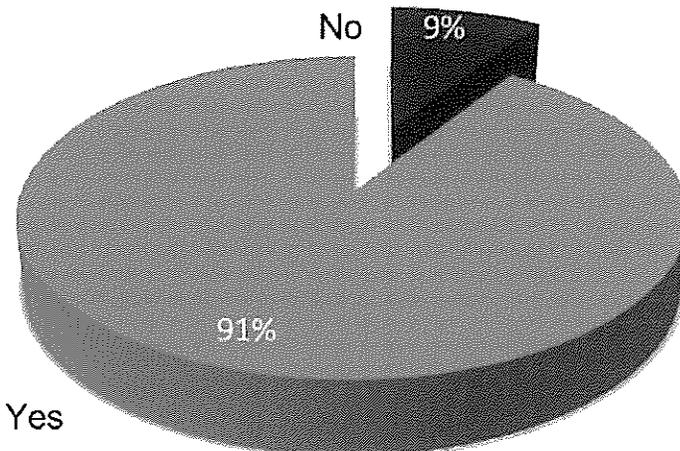
Once a claim is filed, if you know of, or even suspect there may be, aggravating facts or circumstances that have not been reported or are not readily apparent, it is critically important that the adjuster or investigator be made aware of that as soon as possible.



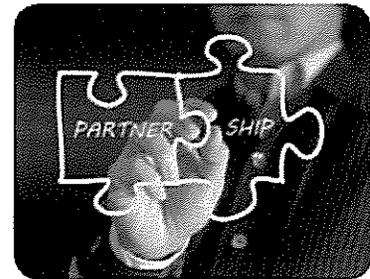
The CIS Annual Conference will be held February 13-15, 2013 at the Portland Marriott Downtown Waterfront and will feature an employment law track.

"We aren't there to judge, we're there to assist and defend, and we need the best and most accurate information we can get to do that."

The organization is negligent if it does not properly document an employee's performance problems:



Source: Dan Galipeau, PhD, <http://www.disputedynamics.com/>
from a presentation by Dennis Molenaar, Esq. OneBeacon Government
at the 2012 National FRIMA Conference



**Remember,
We're All in This
Together.**

From time to time we've heard the comment, "it's ok, the insurance company will cover it." It's important to remember that "the insurance company" isn't a distant corporation. It's CIS, a public entity serving other public entities, and CIS is its member cities and counties.

Every member's actions affect all of the other members of the pool. We all succeed when we all work together to manage risk and reduce losses.

Accurately Appraise Performance. Performance evaluations are not generally a favorite pastime of supervisors. But they're an important part of supervision, and a critical part of documenting an employee's actions and results at work. More than one employment case has risen or fallen on whether performance evaluations reflected the failings that led to an employee's termination... or whether there were performance evaluations in the employee's file at all. Watch for a session on this topic at the 2013 CIS Conference.

Discover, or Face Discovery Requests. When an employee complains to his employer about discrimination or harassment, employers can be hesitant to investigate the allegations for any number of reasons. We've learned that a thorough, unbiased investigation can get to the bottom of things, and provides a strong defense should the complainant take legal action. Bringing in an independent investigator to sift through allegations can be a good use of your entity's Risk Management Incentive funds.

Patience... CIS Pre-Loss often receives calls from members who want to terminate an employee N OW. The trouble is, you may not have considered all of the potential liabilities. And timing is everything. Another day or two of paid administrative leave and advice from CIS Pre-Loss can lessen the cost of termination.

"Thanks, but my attorney already told me it's ok to fire that worker." CIS' General Liability Coverage Document requires that the member call CIS Pre-Loss AND take the advice provided by CIS, or pay the first \$5,000 in damages should a claim occur. There are many good attorneys who give members advice, but CIS can best defend a claim where the member has followed the Pre-Loss recommendations.

(continued at right)

"CIS 24" to Launch Pilot

CIS is making plans to launch a pilot of a unique medical management program for those members offering both CIS Medical and Workers' Compensation (WC) coverage. The program, "CIS24", aims to reduce workers' compensation costs by ensuring an injured worker receives timely and appropriate medical treatment, regardless of whether the injury is



"This approach seeks to eliminate the 'silos' between employee benefits and workers' comp associated with medical treatment."

ultimately determined to be compensable under workers' compensation.

This approach seeks to eliminate the "silos" between employee benefits and workers' comp associated with medical treatment. Often, an injured worker is caught in the middle: the health insurer doesn't want to pay a claim associated with a workplace injury until a workers' comp claim is denied, and providers don't want to treat the worker until the workers' comp claim is accepted, ensuring payment. This tug of war in the 60 days before a workers' comp claim is required to be accepted or denied can mean the injured worker doesn't receive simple diagnostic testing, let alone necessary treatment. This can lead to a longer time off the job, more expensive medical treatment, and potentially a larger disability award, if the claim ultimately is accepted.

CIS is in a unique position to address the problem, because CIS is the insurance provider on both sides of the WC/Benefits equation. We're working with Regence BlueCross BlueShield, CIS' medical claims administrator, and Kaiser Permanente on systems that will guarantee timely payment to providers and make any transition between workers' compensation and medical transparent to the injured worker.

A small group of members will soon be invited to participate in a pilot program. Using information gained during the pilot, we will refine the program and open it to all eligible members next year. Watch for an update in the next Quarterly Report.

Introducing Kathi Prestwood

Senior P/L Claims Consultant

CIS is pleased to welcome Kathi Prestwood as a Senior Property/ Liability Claims Consultant. Kathi is based in Bend, and will be handling claims in the central and eastern Oregon regions.

Kathi has an extensive background in personal lines claims investigation and handling, employment law investigations, personal injury, criminal defense, and insurance defense investigations. She began her career with Farmers Insurance, and after 14 years with Farmers, opened her own private investigation company and handled multi-line claims for Farrell and Associates. A University of Oregon graduate, Kathi is looking forward to serving CIS members.

TULIP: We're #1

CIS members are leading the country in their use of the CIS-sponsored Tenant User Liability Insurance Program (TULIP) that protects members that allow the use of their facilities for special events. In the 18-month period between January 1, 2011 and June 30, 2012, users of CIS-member facilities took advantage of the TULIP program 233 times, the highest number among the 17 pools that participate in the National League of Cities Risk Information Sharing Consortium.

Surplus furniture available

Reconfiguration in the CIS offices has made available some surplus furniture and computer monitors that are free to CIS members on a first-come, first-served basis. The items must be picked up by the member at the CIS Tigard office.

The surplus items include upholstered guest chairs, a sofa and matching side chairs, end tables, and flat panel 17" and 19" computer monitors. To



Kathi Prestwood, Senior Property/
Liability Claims Consultant

P.O. Box 314
Aurora, Oregon 97002
September 24, 2012

Aurora City Council
Mayor Greg Taylor

Re: Police department decisions

Dear Mayor Taylor and council members,

We appreciate your proactive work on finding a solution to the city's police and enforcement issues before they become a crisis for the city's residents and businesses. The presentation was informative and provoked many additional questions and your promise not to proceed too quickly was welcome. Something as large as this for the city does take a while to "sink in" and for neighbors and business owners to discuss it among themselves in order to come up with a consensus that is widely supported.

As both a business owner and resident, I have seen and interacted with the various personalities and policies of the Aurora Police Department over many years. While I may not have agreed with everything that was/is done, I was not shy about calling their attention to it and in working with them to try to find solutions that made things work better.

To the "outside world" Aurora has seemed overly patrolled and I have continued to try to find that line between safety and taking advantage of our location for revenue. As retail businesses, we have felt the sting of comments to stay clear of our shopping district. Yet, as businesses, we can leave merchandise out overnight, our restroom has not been vandalized, our burglaries are rare compared to other business districts and we have fewer drug users trying to sell stolen goods to us than we used to. All around us are "the bad guys" as the Hubbard Police department mentioned with drug and gang crime right at our doorstep.

That is why I believe, as do many of the business owners I have spoken with, that an "Aurora" police presence is paramount. Criminals see this community as having a *visible* police department that is interested in Aurora. If we can not have our own department, then the Marion County option should be a priority.

While the Hubbard department is high quality, local and with quick response time, we feel that criminals will know it is not Aurora. The department's admitted lack of focus on traffic will also make them less visible. Their present leadership staff, while very knowledgeable, is also likely to retire soon leaving a question in how their current policies will extend to Aurora. We are very different towns with very different needs.

Marion County, however, has proposed a hometown office, a car marked with our name, and an identity that carries both the no-nonsense professionalism of the county justice

system and a marriage to Aurora's current high-visual deterrence to crime. Regardless of how many hours of their actual time here we find that we can support, and in spite of the off-hours response time, this feels as close as we may come to our first preference for a locally supported department. Marion County's Aurora office will also support traffic safety which, with careful observation so that it does not increase unnecessary traffic stops, may also provide the revenue needed to support police services. (Hubbard's may not, as traffic is not a priority with them.)

The suggestion of some kind of a code enforcement officer, maybe part time, was also a valid idea that might cut down costs and leave more time for visible police work when combined under the direction of a Marion County/Aurora department.

I encourage you to further explore the Marion County option as one that would best protect business and residents because of their identification with Aurora and that no decision be too rushed. Your comment that no decision would be reached before the first of the year would give more people a chance to chime in after thinking about things.

Thank you for your consideration.

Yours truly,

Karen Townsend
Aurora Colony Visitors Association,
Director
Business owner and resident

OR 99E WOODBURN TO AURORA CORRIDOR SEGMENT PLAN

PROJECT MANAGEMENT TEAM MEETING #3

Thursday, August 30th, 2012, 1:00 PM – 3:00 PM

MEETING SUMMARY

ATTENDEES

- Dan Fricke, ODOT Region 2
- Ann Batten, ODOT Corvallis District/Area Office
- Karen Odenthal, Marion County
- Ellen Wyoming, Cogan Owens Cogan
- Brandon Reich, Marion County
- Eliseo Lemus, ODOT Region 2
- Jaime Estrada, City of Hubbard
- Bob Schulte, DKS Associates
- Michael Tomasini, DKS Associates

REVIEW OF DRAFT IMPROVEMENT OPTIONS

The cut sheets describing the draft improvement options for the “Top 10” locations in the study area were discussed.

OR 99E/2nd St., OR 99E/Main St. (north leg) - Aurora

There are several businesses along the north leg of the OR 99E/Main St. intersection that would be affected by this improvement due to the loss of frontage parking. As shown in the improvement layout drawing, however, this parking could be replaced by providing parking along 2nd St.

There was discussion about whether the small parcel of land that would be created on existing north leg could be used for parking instead of open space. It was decided that this parcel would be too small for parking maneuvers, however. A written comment from the City of Aurora indicated that the City could also transfer ownership of this property to the adjacent property owners.

A question was raised about whether 2nd St. would become a one-way street because of the angle parking shown on the layout drawing. The response was that 2nd St. would remain a two-way street.

There was discussion about whether crosswalks should be provided across OR 99E. For consistency with the existing crosswalk locations, it was decided that there should be one crosswalk on the north side of the new intersection and another at the existing Main St. intersection.

A written comment from the City of Aurora stated that the traffic diversion estimate for this improvement seems relatively small and that the basis of the estimate should be described.

OR 99E/Main St. (south leg)

The parking in front of the Grange Hall on the south leg of the intersection would be lost with the vacation of Main St.

The closure of Martin St. at OR 99E under Option #2 would create a long access distance to the properties east of Martin St. To avoid this, Martin St. could be left open, but with right-in/right-out access/egress only. Alternatively, full access/egress could be retained, since the turning volumes to/from Martin St. are very low.

A PMT member expressed support for Improvement Option #1 (closure of the south leg of Main St. with no realignment of 3rd St. and closure of Martin St.)

For both options, it was agreed that a crosswalk should be shown across Third St. For Option 1, a crosswalk should also be shown across Martin St. (Note: To do this, the Martin St. approach would need to be paved).

A written comment from the City of Aurora stated that the traffic diversion estimate for this improvement seems relatively small and that the basis of the estimate should be described. The City also indicated that the vacated parcels created by Option #2 could be converted to landscaping or transferred to the adjacent property owners.

OR 99E/Ottaway Ave.

A question was raised about whether the bike lanes and sidewalks to be constructed as a part of this improvement option would connect with existing bike lanes/shoulder bikeways and sidewalks along OR 99E. The response was that there are shoulder bikeways to the north and south of Ottaway Ave. that the bike lanes would connect to. The only existing sidewalks, other than those at the intersection itself, are located on the east side of OR 99E to the north and

south of Orchard Ave. These are located too far away to be connected with the sidewalk improvements.

A request was made to show the future v/c ratio without the signal together with the v/c ratio with the signal.

A general comment was that any of the improvement recommendations adopted as a part of this study that are not in the Aurora TSP could be included in the TSP as an amendment.

OR 99E/OR 551

There was discussion about the existing northbound segment of OR 99E north of the Scholl Rd. intersection that would become a local access road. A question was raised about how this road would tie-in to Scholl Rd., because it would be very close to the new intersection in Option 1 and the roundabout in Option 2. A comment was made that although the connection would be close to the new intersection or roundabout, the volumes would be very low. One suggestion was to realign the existing roadway further to the east.

Although Option 2 cannot be recommended because of the current moratorium on roundabout construction, it was agreed that it should be retained in the plan for possible future consideration.

A comment was made about whether a single intersection would really provide enhanced pedestrian crossings compared to the existing two intersections, as stated in the cut sheet for Option 1.

For Option 2, there was a question about what the gray lines in the north quadrant of the roundabout between the slip lane and roundabout represent. The response was that these are sidewalks that connect the crosswalks on the adjacent roundabout legs and slip lane.

A question was raised about whether the required stopping sight distances between the southbound OR 99E/SB OR 551 gore area and the end of the 95th percentile queue for the new intersection /roundabout were reflected in the layout drawings for Options 1 and 2. The response was that this had been done.

Regarding the effects of the improvement options on the accesses for the trucking company in the west quadrant of the new intersection/roundabout, there was a related question about whether the existing southerly access on OR 99E is even permitted.

In response to a question about whether the cost estimates include the cost of final design, the answer was that this was not included, but that the estimates include the cost of preliminary design and construction.

Following a description of the scoring results, the members understood that the primary reasons for Option 2's higher total score were the higher scores for the potential reduction in crash rate/severity and the potential reduction in traffic conflicts.

Union 76 Station to D St. – Hubbard

The PMT recommended that the pedestrian crossing for the southerly driveway of the Union 76 station proposed as a part of both Options 1 and 2 should be shown on the south side of the driveway. It was also suggested that an explanation should be provided about what is meant by the term "enhanced pedestrian crossing".

A note should be added that the two-way center turn lane shown as a part of Option 2 is consistent with the Hubbard TSP, which recommends the same improvement between D St. and the Hubbard north UGB.

There was a general preference by the PMT for Option 2 rather than Option 1.

OR 99E/A St. – Hubbard

A crosswalk should be shown across A St. for both improvement options. It was also noted that the City of Hubbard has no objections to the closure of 1st St. at A St., as shown in both options, even though this measure is not included in the Hubbard TSP.

A request was made to provide the future v/c ratio without the signal in the cut sheet. Another request was that the term "enhanced pedestrian crossing" should be explained.

For Option 2, it was mentioned that the vacation of 1st St. could not extend all the way to B St. because access would need to be maintained via 1st St. for a parcel on the northeast corner of 1st St./B St.

A question was raised about where the additional southbound through lane would start for Option 2 to the north of A St. The response was that it would begin at about Parkway Blvd.

It cut sheet should mention that the OR 99E/A St. intersection is a Top 10 percentile location in ODOT's 2012 SPIS list.

OR 99E/D St. – Hubbard South City Limit

It was recommended that in the layout drawing, crosswalks should be shown across E St. and G St. This would be a feature for all cross streets between D St. and the south city limit.

In the meeting discussion, it was mentioned that the Hubbard City Council would like to have a protected signal phase implemented for the westbound left-turn movement at the OR 99E/D

St. This is in response to a pedestrian fatality that occurred at the intersection. It was suggested that the City should send a letter to ODOT requesting this action.

It was also noted that the OR 99E/G St. intersection is identified as a high-priority improvement location in the Hubbard TSP. (Following the meeting, however, an email was received from the City indicating that the OR 99E/A St. intersection is considered a high-priority location in the TSP, not OR 99E/G St.)

OR 99E/J St.

In addition to the crosswalk shown across the west leg of J St., a crosswalk should be shown across the east leg.

OR 99E/Dimmick Ln.

A comment was made that as a result of a recent land use decision, a property owner in the vicinity of the intersection will be required to pave the Dimmick Ln. approach for approximately 100'. Field survey following the meeting indicated that this improvement has not yet been made.

OR 99E/Goudy Gardens Ln.

There were no comments regarding the proposed improvement at this location.

Other

A request was made for more information on the preliminary cost estimates, i.e., a general breakdown of the costs and how they were derived.

In the plan document, the term "investigate" will be used to describe the recommendations, rather than "construct" or "implement".

Following the review of the Top 10 improvement locations, a comment was made that for the next public meeting in which the improvement options will be reviewed, an additional cut sheet should be prepared that summarizes the low-cost improvements identified by the stakeholders and public that can be implemented in the near-term. Examples of these include:

- Speed reduction south of Aurora south city limit
- Reinstallation of rumble strips
- Lighting improvements
- Bus pull-outs
- Crosswalks

Regarding the potential speed zone reduction in Aurora, it was reported that a speed zone study should be completed by ODOT before the next public meeting.

For the bus pull-outs, bus operators in the area (Canby Transit and the North Marion County School District) should be contacted prior to the meeting to determine if they are in favor of bus pull-outs and if so, where these should be located. Information on current stop locations should also be obtained. (Following the meeting, field survey determined that the only Canby Transit stops in the corridor are at the weigh stations between Hubbard and OR 99E/OR 551.) Also, the rural transit improvements identified in the Eugene OR 126W Facility Plan Study should be reviewed.

It was recommended that the stakeholder and public input should be reviewed to identify other types of low-cost improvements that have been suggested.

An explanation should be provided at the meeting about how the Top 10 locations were decided upon (especially the Aurora locations, which were not identified by the stakeholders or public) and how the improvement options were identified. Also, it should be explained that the proposed improvements in the cut sheets are not shown in the order of priority, but simply from north to south.

NEXT STEPS

The cut sheets will be revised based on the input received at the meeting and sent to the PMT members for review. Following this, the next open house meeting will be held to receive public input on the improvement options. The meeting will be held at Hubbard City Hall.



Marion County
OREGON

Economic Summit **Property Values, Land Use, Development and Jobs**

Wednesday, October 17, 2012
5:00 pm to 9:00 pm at the Keizer Civic Center

Please join us to examine two issues: how significant pressures are effecting economic development in Marion County, and how growth and new development can create jobs and increase property tax receipts for schools and government.

A panel of speakers from the public and private sectors will share their insights:

- Mayor Lore Christopher, City of Keizer
- Van Khieu, Marion County Assessor's Office
- Jay Gordon, Willamette Valley Multiple Listing Service
- Jim Rue, Oregon Department of Land Conservation and Development
- Alan Roodhouse, RPS Development
- Nick Harville, SEDCOR
- Suzanne Dufner, Mid-Willamette Valley Council of Governments
- Angie Morris, Travel Salem

To register, simply respond via email to drusso@co.marion.or.us and provide your current contact information. There is no fee. A modest buffet will open at 5:00 pm during the social hour; the program begins at 6:00 pm. Registration deadline is October 10.

This **Economic Summit** is sponsored by the Marion County Economic Development Advisory Board, a group of volunteers working to strengthen our economy.



Bill Cummins, Chair
Economic Development Advisory Board
Plant Engineer and Operations Manager
Diana Foods, Silverton
503-874-2114

Don Russo
Economic Development Manager
Marion County Board of Commissioners
503-589-3264



(503)228-6322 or 1-800-542-8818
PortlandGeneral.biz

Account # 0002 94213-25974 4

Previous Amount Due 2,008.85
Payments/Adjustments 2,008.85^{CR}
Balance Forward 0.00
Current Charges 1,027.88

Portland General Electric

Service Address:
CITY OF AURORA
21494 MILL RACE RD NE
AURORA, OR 97002

Cycle: 1005
Feeder Line Code: CA4

AMOUNT DUE \$ 1,027.88
Due date for current bill 10/02/12

This month's charges (turn over for details)

Meter # AB31012682, Schedule 83 Secondary	
Energy Charges (10400 kWh)	969.67
Adjustments	23.92
	<hr/>
	993.59
Taxes and Fees	34.29
	<hr/>
Current Charges	1,027.88

Your energy use

Meter # AB31012682
Schedule 83
Meter Multiplier 80

Service Period	Meter Reading
09/13/12	9862
08/14/12	9732
30 days of service	10400 kWh

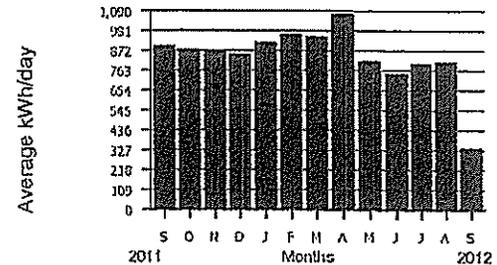
Thank you for your payment. It's a privilege to provide your electric service.

Point of Delivery Identification (PODID) number for meter number AB31012682 is 287901653.

Last Year \$2,257⁰⁰

Period Ending	Avg Daily Temperature*	Avg kWh Per Day	Avg Cost Per Day
Sep 2012	65	346.6	33.11
Sep 2011	69	904.0	72.65

*Temperature source: Aurora Municipal Airport



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Please detach and return this portion with your payment.

P.O. Box 4438
Portland, OR 97208-4438

Please indicate change of mailing or email address on back.

To redeem a PGE gift card, see back

1005

0002 94213-25974 4
Account Number

Due Date: 10/02/12

Amount Due: \$ 1,027.88

*000056



CITY OF AURORA
21420 MAIN ST NE
AURORA OR 97002-9229

Please Indicate amount paid below

\$

Questions? Call 1-800-542-8818 or PortlandGeneral.com

PGE

12500002942130025974400010278800010278809



**Parks Committee
Traffic Safety**

REPORTS

Police Chief

Finance Office

Public Works

City Recorder

City Attorney's

Aurora Police Department

Chief's Report

October 4, 2012

officers are authorized to conduct "Goodwill" transports of intoxicated subjects to residences within the City of Aurora. "Goodwill" transports are not arrests and no police reports are filed. It is a way of ensuring members of the community a safe way home if too intoxicated to drive. It is to be used on a limited basis. It is not to replace the use of a cab in order to save money. Details will be worked upon this week with interested parties.

A concerned citizen reported seeing a suspicious person(s) peering into open garages at all hours and times of the day.

ACTION ITEM: ***Citizens should be reminded to secure their properties when not actively being used. Officers have frequently seen garage doors open late at night and in the early morning hours. Often the citizen contact results in an angry homeowner. Citizen are also reminded to report suspicious activity in their neighborhood.

Citizen Contact requests additional traffic enforcement detail on Yukon St between Ottaway and dead end. Report is frequent speeding violations and drivers not obeying posted stop signs between the hours of 1600 and 1800 hours.

ACTION ITEM: *** Notification has been made to patrol officers. Expect increased patrol activity in this area. Expect increased presence in the neighborhoods during morning and afternoon commute hours to enforce residential speed limits and stop signs.

Sgt. J. Andersen, DPSST #48313
Interim Police Chief

Aurora Police Department

Chief's Report

October 4, 2012

Monthly Chief's Report
September 1st through October 3rd, 2012

Patrol Staffing

Current level:

1 Sworn Supervisor, 1 Part-Time Officer, and 3 Reserve Officers

Total Patrol Hours: 279.00

Paid Hours: 160.00

Total Reserve Hours: 119.5

Reserve Patrol Hours: 86.5

Special Details: 33.0

Training Hours: 1.5 hours for 3 officers totaling 4.5 hours.

ACTION ITEM: ***Request was made to increase staffing on weekends. Emphasis placed on having police presence during high traffic/high business times.

Spoke with officers regarding increased presence on weekends. Officers are hesitant to provide staffing at this time. Officers expressed concern about their future with this department. Officers expressed concern regarding Marion County taking over contract. Reserve officers will be terminated and no longer employed. If Hubbard Police takes over contract, there is potential for at least 3 Reserve Officers to be hired and allowed to continue serving the community of Aurora, adding to patrol hours beyond the 40 contractual hours.

Reserve Officers volunteer their time to serve this community. The time spent in addition to a full time job is a tremendous sacrifice with their family and loved ones. In order to serve both the City's request and understanding the commitment from a Reserve Officer, I would like to offer Reserve Officer Saucedo 10 hours of paid status each week to be completed on Saturdays or Sundays. This pay could be compensated from the money's not being paid as a result of Chief McCuiston's retirement. I believe it is important to have officer presence on the weekends, and I also feel that Reserve Officer Saucedo's sacrifice to his family should be compensated.

Incidents: There were a total of 220 incidents from September 1st to October 3rd, 2012.

Aurora Police Department

Chief's Report

October 4, 2012

31 Total dispatched or self-initiated patrol related incidents which included:

1 x Warrant – Misdemeanor warrant for Disorderly Conduct served on local resident.

5 x FIR – Field Identification Reports on suspicious persons or suspicious activity.

One contact resulted in a PCS Methamphetamine charge.

5 x AOA – Agency Assist Out of Area.

09/12/12 – 1 unit assist with Canby PD. No further information

09/21/12 - 2 Aurora Units responded on reported kidnapping in Woodburn. Assist Woodburn PD in attempt to locate suspect vehicle.

10/02/12 – Assist Woodburn PD with locating mother of arrested juveniles at local Aurora business.

10/02/12 – Assist Aurora Fire District on EMS call. Female fell off horse and possibly unconscious.

10/03/12 – Assist Hubbard PD with stalled vehicle on bad section of roadway. Traffic control needed for officer safety.

4 x Public Assists included requests for Traffic Enforcement, Sex Offender Registration and follow up to criminal investigations.

1 x Theft First Degree – Determined suspicious activity but no crime occurred.

2 x Cold Theft – Bicycle Stolen from Colony Pub, and later recovered by owner. Active investigation at this time.

1 x Cold Fraud – Initial complaint filed. No further information.

3 x Noise Complaints – Barking dogs near Ottaway Rd and Filbert Streets. Spoken to several concerned citizens and dog owner. Ongoing 2 year problem. Resolution expected from owner by 10/09/12 or code violation process will continue. Getting

Aurora Police Department

Chief's Report

October 4, 2012

assistance from Canby Code Enforcement Officer to ensure process is complete and thorough.

Equipment Maintenance

Unit 27

This vehicle is in the repair shop for mechanical issues. Breakdown cited as spark plug blew out from cylinder requiring repairs totaling \$325.00.

Unit 70

The transmission is slipping in this unit. I have determined this is ongoing issue with no resolution at this time.

Mobile Data Computers

Both MDC having air card issues repeatedly. Complete failure on both occurred 10/02/12. Woodburn PD was able to provide service free of charge to repair two MDC to functioning status.

Radios

Longer "whip" antennas were purchased and noted improvement in both transmitting and receiving.

ACTION ITEM: ***Recent problem occurred after NORCOMM switch in radio frequency banding. Portable radios poor in transmission. NORCOMM unable to hear officers.

OFFICER SAFETY ISSUE. Spoke with Hubbard PD. Similar issue resulted in purchase of new batteries for radios. If problem not resolved, I will check into cost effective options.

An inventory of all police equipment was completed by Officer Fillis and Retired Chief McCuisition.

Traffic Enforcement

189 vehicle stops were made during the 33 day period for violation of the Oregon Vehicle Code.

Aurora Police Department

Chief's Report

October 4, 2012

16 citations were issued during the month of September for a total of 28 offenses.

\$6730.00 in total presumptive fines were issued through citations.

9 x Driving while Suspended – including one arrest at misdemeanor level.

4 x Driving w/o valid Operator's License

9 x Insurance related violations

2 x Speeding in 35mph zone

Average speed over posted limit from issued citations: 23/5mph

One Motor Vehicle Crash occurred which did not result from any traffic violations. Motorcycle struck debris in roadway causing operator to fall down. Non-injury.

Administration

Records Clerk Marcia Tolliver left for a six week vacation on September 7 and is not scheduled to return to work until October 22nd. Retired Chief Earhart is filling in on a part-time basis.

Retired Chief Earhart has been a valuable asset during Ms. Tolliver's absence. He has done outstanding work and has been invaluable in providing guidance during this transition period. Special thank you to Retired Chief Earhart!

Policy Changes

12 towed vehicles in one is a large number for a small agency. Recent changes in case law regarding 4th Amendment search and seizure of vehicle related to traffic infractions resulted in a needed change to the current Aurora Police Department Tow Policy.

ACTION ITEM: *Vehicles will no longer be towed for traffic violation/crimes unless the following is documented in a police report:**

1. The vehicle is seized and removed under the Community Caretaking exception. The vehicle must be a significant hazard if left in its current position at the time of the stop.

Aurora Police Department

Chief's Report

October 4, 2012

Meaning, all the facts regarding the hazardous condition are thoroughly documented in a police report.

2. There is no reasonable way to remove the hazard, or hazardous potential of the vehicle without increased liability to the community or Police Department.
3. A search warrant is obtained which would allow the proper seizure of a vehicle and subsequent search of the vehicle related to the investigation of a crime.

Certification and Training

Retired Chief McCuiston's retirement papers were officially sent into DPSST.

An audit of training records was performed as of 10/01/12. Several employees who had resigned were still listed as active members of the Police Department. These records are being updated with DPSST.

Deficiencies were noted in Reserve Officer training hours. This lack of training increased liability for officer and agency. Hubbard Police, Canby Police and Beaverton Police have offered to assist with upcoming training needs. No word from Marion County as of yet.

Community Policing

Complaints arose from Colony Pub. Police officers were seen inside establishment on two occasions. Also police car was parked across the street in "Traffic T".

I contacted the owner of the Colony Pub regarding the complaint. I informed the owner that initial contact was made to introduce myself as the Interim Chief and to open the pathway for further positive communication regarding the police department and the business.

Second contact was made at the business to conduct investigative follow up regarding a crime which had previously occurred 2 days prior. There was a need to conduct this follow up to obtain evidence to establish a suspect for a recent theft in the area.

ACTION ITEM: ***The Aurora Police Department while understaffed understands the need to further its community policing efforts. In cooperation with the Colony Pub,

CITY OF AURORA - REVENUE AND EXPENSES - JULY - SEPTEMBER, 2012

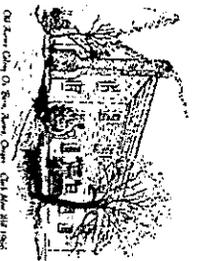
CHANGES IN FUND BALANCES

FUND	BEGINNING BALANCE	REVENUE	EXPENDITURES	ENDING BALANCE
10 GENERAL	215,005.88	47,697.58	117,516.20	145,187.26
112 Admin & Finance			33,001.30	
113 Community Developmnt			23,498.47	
114 Municipal Court			10,849.67	
115 Police Department			34,579.38	
116 Public Facilities			3,389.85	
120 City Park			12,197.53	
15 CITY HALL BUILDING	110,098.09	2,177.27	0.00	112,275.36
25 PARK RESERVE	4,498.38	5.03	2,400.00	2,103.41
29 PARK SDCs	20,102.74	2,233.63	0.00	22,336.37
30 STREET/STORM	99,063.19	15,732.91	22,785.43	92,010.67
35 ST/STORM RESERVE	34,955.61	2,269.05	0.00	37,224.66
39 ST/STORM SDCs	17,150.97	2,924.95	0.00	20,075.92
40 WATER OPERATING	214,672.14	64,077.07	61,664.46	217,084.75
42 SPW MAINTENANCE	21,840.28	30.01	0.00	21,870.29
45 WATER RESERVE	11,709.80	16.09	0.00	11,725.89
49 WATER SDCs	51,873.95	5,616.94	0.00	57,490.89
50 SEWER OPERATING	164,855.96	44,844.33	111,970.28	97,730.01
55 SEWER RESERVE	5,423.52	7.40	0.00	5,430.92
57 G. O. DEBT SERVICE	11,097.28	4,149.28	0.00	15,246.56
59 SEWER SDCs	16,218.61	2,055.24	0.00	18,273.85
OTHER			0.00	
TOTALS	998,566.40	193,836.78	316,336.37	876,066.81

General Ledger

Revenue Analysis

User: Jan V
 Printed: 10/05/2012 - 12:02 P
 Period 3, 2013



City of Aurora
 FOUNDED 1856
 "National Historic Site"

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
10	GENERAL FUND					
10-111-5001	Beginning Balance	154,932.00	0.00	0.00	154,932.00	0.00
10-111-5003	Previous Levied Taxes	7,500.00	406.58	3,784.80	3,715.20	50.46
10-111-5004	Interest Income	450.00	58.45	250.75	199.25	55.72
10-111-5005	Franchise Fees	58,200.00	0.00	5,147.82	53,052.18	8.85
10-111-5006	Planning/Development Fees	5,800.00	2,010.00	2,020.00	3,780.00	34.83
10-111-5007	Building Permits & Fees	7,800.00	454.52	1,955.01	5,844.99	25.06
10-111-5008	Municipal Court Fines	145,000.00	5,251.58	16,451.96	128,548.04	11.35
10-111-5009	Towing Ordinance Fees	5,000.00	750.00	1,950.00	3,050.00	39.00
10-111-5010	Donations	0.00	0.00	0.00	0.00	0.00
10-111-5012	Miscellaneous Revenue	250.00	175.01	922.01	(672.01)	368.80
10-111-5013	Park Reservation Fees	2,800.00	100.00	(1,300.00)	4,100.00	-46.43
10-111-5014	Copy & Misc. revenue	200.00	5.00	95.00	105.00	47.50
10-111-5101	State Liquor & Cigarette Tax	13,294.00	113.55	2,520.00	10,774.00	18.96
10-111-5102	Fingerprinting	100.00	0.00	30.00	70.00	30.00
10-111-5103	Cell Tower Rent	21,400.00	1,760.28	4,349.09	17,050.91	20.32
10-111-5212	Unanticipated revenues	0.00	0.00	0.00	0.00	0.00
10-111-5451	Business Licenses	5,500.00	300.00	440.00	5,060.00	8.00
10-111-5452	Business Licenses Surcharge	0.00	(10.00)	10.00	(10.00)	0.00
10-111-5456	Police Reserves/Cadets	3,000.00	0.00	0.00	3,000.00	0.00
10-111-5465	Pedestrian Safety Enforcement	0.00	0.00	0.00	0.00	0.00
10-111-5470	DUII Overtime Grant (Police)	500.00	0.00	0.00	500.00	0.00
10-111-5475	Seat Belt Enforce Grant	0.00	0.00	0.00	0.00	0.00
10-111-5481	Revenue Sharing	8,000.00	0.00	1,908.68	6,091.32	23.86
10-111-5490	Police Training assessments	500.00	115.00	395.00	105.00	79.00
10-111-5495	ODOT - MCSAP	5,000.00	0.00	0.00	5,000.00	0.00
10-111-5500	Aurora Colony Day Rev.	4,000.00	0.00	347.00	3,653.00	8.68
10-111-5501	Aurora Antique Faire Revenue	3,000.00	0.00	965.00	2,035.00	32.17
10-111-5503	Colony Days Concert sponsors	0.00	935.00	2,358.70	(2,358.70)	0.00
10-111-5606	Planning Assist Grant	1,000.00	0.00	0.00	1,000.00	0.00
10-111-5903	Transfer From Park SDC Fund	0.00	0.00	0.00	0.00	0.00
10-111-5950	Taxes Necessary To Balance	208,345.00	1,206.59	3,096.76	205,248.24	1.49
10-112-5502	ACD Walk/Run	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
15	10 Totals:	661,571.00	13,631.56	47,697.58	613,873.42	7.21
15	CITY HALL BUILDING FUND					
15-111-5001	Beginning Balance	109,908.00	0.00	0.00	109,908.00	0.00
15-111-5004	Interest Income	200.00	52.39	152.27	47.73	76.13
15-111-5012	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
15-111-5450	Donations	0.00	0.00	0.00	0.00	0.00
15-111-5452	Business License Surcharges	3,000.00	50.00	50.00	2,950.00	1.67
15-111-5462	Enhanced Citation Revenue	0.00	575.00	1,975.00	(1,975.00)	0.00
15-111-5902	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
15 Totals:		113,108.00	677.39	2,177.27	110,930.73	1.92
25	PARK RESERVE FUND					
25-111-5001	Beginning Balance	7,506.00	0.00	0.00	7,506.00	0.00
25-111-5004	Interest	0.00	0.96	5.03	(5.03)	0.00
25 Totals:		7,506.00	0.96	5.03	7,500.97	0.07
29	PARK SDCs					
29-111-5001	Beginning Balance	20,087.00	0.00	0.00	20,087.00	0.00
29-111-5004	Interest Income	0.00	10.43	28.63	(28.63)	0.00
29-111-5710	SDCs's Reimbursement	268.00	0.00	134.00	134.00	50.00
29-111-5720	SDC Capital Improvements	4,142.00	0.00	2,071.00	2,071.00	50.00
29-111-5904	Transfer from Park Renovation	0.00	0.00	0.00	0.00	0.00
29 Totals:		24,497.00	10.43	2,233.63	22,263.37	9.12
30	STREETS/STORM FUND					
30-111-5001	Beginning Balance	88,564.00	0.00	0.00	88,564.00	0.00
30-111-5004	Interest Income	250.00	43.08	133.16	116.84	53.26
30-111-5012	Misc. Revenue	0.00	0.00	0.00	0.00	0.00
30-111-5020	State/City Allotment Grant	50,000.00	0.00	0.00	50,000.00	0.00
30-111-5130	Street Overlay /Maintenance	0.00	0.00	0.00	0.00	0.00
30-111-5150	Street Light Fees	19,745.00	(15.20)	3,351.60	16,393.40	16.97
30-111-5151	State Highway Taxes	51,612.00	4,253.42	12,248.15	39,363.85	23.73
30-111-5901	Transfer from Street SDC	0.00	0.00	0.00	0.00	0.00
30-111-5902	Transfer from Storm SDCs	9,415.00	0.00	0.00	9,415.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
35	30 Totals:	219,586.00	4,281.30	15,732.91	203,853.09	7.16
	STREET/STORM RESERVES					
35-111-5001	Beginning Balance	36,181.00	0.00	0.00	36,181.00	0.00
35-111-5004	Interest Income	60.00	17.37	49.05	10.95	81.75
35-111-5012	Misc. Revenue	0.00	0.00	0.00	0.00	0.00
35-111-5150	Street Maintenance Fees	12,990.00	(10.00)	2,220.00	10,770.00	17.09
35-111-5904	Transfer From Street Fund	0.00	0.00	0.00	0.00	0.00
35 Totals:		49,231.00	7.37	2,269.05	46,961.95	4.61
39	STREET/STORM SDCs					
39-111-5001	Beginning Balance	17,138.00	0.00	0.00	17,138.00	0.00
39-111-5004	Interest Income	50.00	9.39	24.95	25.05	49.90
39-111-5710	SDC Charges/Streets-Reimburse	2,584.00	0.00	1,292.00	1,292.00	50.00
39-111-5715	SDC Charges/Storm-Reimbursemen	108.00	0.00	54.00	54.00	50.00
39-111-5720	SDC Charges/Streets-Improvenen	2,896.00	0.00	1,448.00	1,448.00	50.00
39-111-5725	SDC Charges/Storm-Improvements	212.00	0.00	106.00	106.00	50.00
39 Totals:		22,988.00	9.39	2,924.95	20,063.05	12.72
40	WATER					
40-111-5000	Beginning Working Capital	216,409.00	0.00	0.00	216,409.00	0.00
40-111-5004	Interest Income	600.00	101.93	297.40	302.60	49.57
40-111-5012	Prior taxes from GO Water Bond	0.00	10.00	35.00	(35.00)	0.00
40-111-5201	Water Sales	248,467.00	480.73	59,304.24	189,162.76	23.87
40-111-5202	Meter Installation Sales	2,500.00	0.00	1,150.00	1,350.00	46.00
40-111-5203	Water Sales - Filtration	23,500.00	(15.13)	3,290.43	20,209.57	14.00
40-111-5903	Transfer from Water SDC	20,000.00	0.00	0.00	20,000.00	0.00
40 Totals:		511,476.00	577.53	64,077.07	447,398.93	12.53
42	SPW/PROJECT MAINTENANCE FU					
42-111-5001	Beginning Balance	21,824.00	0.00	0.00	21,824.00	0.00
42-111-5004	Interest Income	0.00	10.19	30.01	(30.01)	0.00
42-111-5602	LID #1 Assessments	736.00	0.00	0.00	736.00	0.00
42-111-5904	Transfer From Water Fund	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
43	42 Totals:	22,560.00	10.19	30.01	22,529.99	0.13
43	WATER FILTRATION SYSTEM					
43-111-5001	Beginning Balance	0.00	0.00	0.00	0.00	0.00
43-111-5004	Interest Income	0.00	0.00	0.00	0.00	0.00
43-111-5012	City's match & self help	0.00	0.00	0.00	0.00	0.00
43-111-5160	Grant revenue (ARRA)	0.00	0.00	0.00	0.00	0.00
43-111-5230	OECD Loan	0.00	0.00	0.00	0.00	0.00
43-111-5903	Transfer from Water SDCs	0.00	0.00	0.00	0.00	0.00
43 Totals:		0.00	0.00	0.00	0.00	0.00
45	45 Totals:	31,690.00	5.45	16.09	31,673.91	0.05
45	WATER RESERVE FUND					
45-111-5001	Beginning Balance	11,690.00	0.00	0.00	11,690.00	0.00
45-111-5004	Interest Income	0.00	5.45	16.09	(16.09)	0.00
45-111-5902	Transfer From Water Operating	20,000.00	0.00	0.00	20,000.00	0.00
49	49 Totals:	70,316.00	26.84	5,616.94	64,699.06	7.99
49	WATER SDCs					
49-111-5001	Beginning Balance	51,836.00	0.00	0.00	51,836.00	0.00
49-111-5004	Interest Income	0.00	26.84	73.94	(73.94)	0.00
49-111-5710	SDC Charges-Reimbursements	8,178.00	0.00	2,453.00	5,725.00	30.00
49-111-5715	SDC Charges-Improvements	10,302.00	0.00	3,090.00	7,212.00	29.99
50	50 Totals:	265,296.00	(123.51)	44,844.33	220,451.67	16.90
50	SEWER					
50-111-5000	Beginning Working Capital	0.00	0.00	0.00	0.00	0.00
50-111-5004	Interest Income	300.00	46.49	197.01	102.99	65.67
50-111-5012	Misc. Revenue	0.00	0.00	0.00	0.00	0.00
50-111-5301	Sewer Charges	264,996.00	(170.00)	44,647.32	220,348.68	16.85
55	55 Totals:	5,423.00	2.53	7.40	17.60	29.60
55	SEWER RESERVE FUND					
55-111-5001	Beginning Balance	5,423.00	0.00	0.00	5,423.00	0.00
55-111-5004	Interest Income	25.00	2.53	7.40	17.60	29.60
55-111-5902	Transfer From Sewer Fund	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Balance	Percent Received
57	55 Totals:	5,448.00	2.53	7.40	5,440.60	0.14
57-111-5001	SEWER DEBT SERVICE					
57-111-5003	Beginning Balance	10,385.00	0.00	0.00	10,385.00	0.00
57-111-5004	Previous Levied Taxes	6,500.00	195.46	834.86	5,665.14	12.84
57-111-5050	Interest Income	250.00	7.10	17.12	232.88	6.85
	Taxes Necessary To Balance	288,778.00	699.13	3,297.30	285,480.70	1.14
57 Totals:		305,913.00	901.69	4,149.28	301,763.72	1.36
59	SEWER SDC FUND					
59-111-5001	Beginning Balance	16,208.00	0.00	0.00	16,208.00	0.00
59-111-5004	Interest Income	100.00	8.54	23.24	76.76	23.24
59-111-5710	SDC Charges-Reimbursements	2,588.00	0.00	1,294.00	1,294.00	50.00
59-111-5715	SDC Charges-Improvements	1,476.00	0.00	738.00	738.00	50.00
59 Totals:		20,372.00	8.54	2,055.24	18,316.76	10.09
Report Totals:		2,331,558.00	20,027.66	193,836.78	2,137,721.22	8.31

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
10-112-6001	GENERAL FUND Administration					
Account Type: E01	Personnel Expenses					
10-112-6002	City Recorder	13,966.00	1,144.69	3,434.08	10,531.92	24.59
10-112-6011	Admin. Assistant -A.M.	1,804.00	143.61	1,856.69	(52.69)	102.92
10-112-6012	Finance Officer	16,637.00	1,365.03	4,095.11	12,541.89	24.61
10-112-6014	Admin. Assistant - P.M.	1,738.00	125.40	509.85	1,228.15	29.34
10-112-6016	WBA/Workmans Comp Insurance	125.00	2.14	7.98	117.02	6.38
10-112-6017	Social Security/Medicare	2,612.00	192.77	691.24	1,920.76	26.46
10-112-6018	State Unemployment Payroll Tax	1,263.00	93.23	334.31	928.69	26.47
10-112-6019	PER'S	2,368.00	188.85	655.32	1,712.68	27.67
10-112-6401	Health Insurance	12,274.00	722.34	2,104.65	10,169.35	17.15
	Emergency Response	100.00	0.00	0.00	100.00	0.00
	Total: Personnel Expenses	52,887.00*	3,978.06*	13,689.23*	39,197.77*	25.88*
Account Type: E02	Materials & Services					
10-112-6020	Operating Materials/Supplies	0.00	0.00	0.00	0.00	0.00
10-112-6021	Contract Services	2,700.00	0.00	0.00	2,700.00	0.00
10-112-6022	Copier Lease/Maint	700.00	46.73	120.87	579.13	17.27
10-112-6024	Repair & Maintenance	2,000.00	0.00	280.00	1,720.00	14.00
10-112-6025	Legal	23,500.00	1,875.00	5,625.00	17,875.00	23.94
10-112-6026	Insurance & Bonds	5,200.00	930.60	6,502.09	(1,302.09)	125.04
10-112-6027	Bank & Finance Charges	280.00	0.00	0.00	280.00	0.00
10-112-6028	Mileage	600.00	0.00	0.00	600.00	0.00
10-112-6029	Electricity & Heating	0.00	0.00	0.00	0.00	0.00
10-112-6030	Office Expense	6,100.00	377.82	2,713.30	3,386.70	44.48
10-112-6031	Training & Conference	4,200.00	0.00	16.40	4,183.60	0.39
10-112-6032	Audit	7,250.00	0.00	0.00	7,250.00	0.00
10-112-6033	Equipment	1,000.00	0.00	0.00	1,000.00	0.00
10-112-6035	Office Equipment Lease	250.00	59.77	59.77	190.23	23.91
10-112-6039	Ethics Commission Fee	180.00	156.09	156.09	23.91	86.72
10-112-6048	Phone & Fax	3,500.00	252.33	1,006.58	2,493.42	28.76
10-112-6054	Postage	300.00	178.40	149.04	1,150.96	11.46
10-112-6052	Miscellaneous Expense	1,300.00	(101.31)	178.40	121.60	59.47
10-112-6061	Internal Service	300.00	23.26	69.78	218.22	24.23
10-112-6062	Computer training	1,200.00	0.00	0.00	1,200.00	0.00
10-112-6090	Springbrook Lease	1,425.00	0.00	0.00	1,425.00	0.00
10-112-6304	Professional Dues & Fees	500.00	0.00	135.00	365.00	27.00
10-112-6402	Emergency response	100.00	0.00	0.00	100.00	0.00
10-112-6405	Website	0.00	0.00	0.00	0.00	0.00
	Total: Materials & Services	62,573.00*	3,798.69*	18,437.32*	44,135.68*	29.47*
Account Type: E03	Capital Outlay					
10-112-6403	Emergency Response	100.00	0.00	0.00	100.00	0.00
10-112-6901	Equipment	0.00	0.00	0.00	0.00	0.00
10-112-6906	City Hall Maintenance & Repair	1,500.00	0.00	0.00	1,500.00	0.00
10-112-6910	Software/Software Updates	0.00	0.00	0.00	0.00	0.00
10-112-6915	Software security	500.00	0.00	224.75	275.25	44.95

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
10-112-6920	On-Site Server	2,600.00	0.00	650.00	1,950.00	25.00
	Total: Capital Outlay	4,700.00*	0.00*	874.75*	3,825.25*	18.61*
Account Type: E07						
10-112-7501	Contingencies	0.00	0.00	0.00	0.00	0.00
	Contingencies	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Contingencies					
10-112 Totals:						
		120,160.00**	7,776.75**	33,001.30**	87,158.70**	27.46**
10-113						
Account Type: E01						
10-113-6001	Community Development	1,995.00	163.53	490.58	1,504.42	24.59
	Personnel Expenses	1,664.00	136.51	409.52	1,254.48	24.61
	City Recorder	12.00	0.22	0.62	1.38	5.17
	Finance Officer	280.00	20.81	62.41	217.59	22.29
	WBA/Workmans Comp Insurance	135.00	10.06	30.20	104.80	22.37
	Social Security/Medicare	255.00	20.92	62.76	192.24	24.61
	State Unemployment Tax	1,480.00	80.31	233.90	1,246.10	15.80
	PEERS	5,821.00*	432.36*	1,289.99*	4,531.01*	22.16*
	Health Insurance					
	Total: Personnel Expenses					
Account Type: E02						
10-113-6026	Materials & Services	300.00	0.00	0.00	300.00	0.00
	Aurora City Council	50.00	0.00	0.00	50.00	0.00
	City Official Mileage	0.00	0.00	0.00	0.00	0.00
	Office Expense	500.00	0.00	0.00	500.00	0.00
	City Official Training & Conf.	400.00	0.00	0.00	400.00	0.00
	Aurora Planning Commission	300.00	0.00	0.00	300.00	0.00
	Historic Review Board	14,000.00	843.00	1,826.75	12,173.25	13.05
	Planning Consultant-City Paid	4,800.00	684.00	1,767.00	3,033.00	36.81
	Planning Consultant-Billed Out	1,000.00	1,955.00	1,955.00	(955.00)	195.50
	City Engineer-Billed Out	5,850.00	239.44	7,096.04	(1,246.04)	121.50
	The Building Dept. permit fees	1,000.00	0.00	0.00	1,000.00	0.00
	Planning Assistance Grant	1,500.00	0.00	297.50	1,202.50	19.83
	Publishing & Posting Fees	4,000.00	169.51	5,200.02	(1,200.02)	130.00
	Aurora Colony Day Exp.	3,000.00	157.88	1,417.17	1,582.83	47.24
	Aurora Antique Faire Expense	8,000.00	0.00	2,530.00	5,470.00	31.62
	Revenue sharing projects	500.00	0.00	0.00	500.00	0.00
	Abatement, lien filing expense	2,500.00	119.00	119.00	2,381.00	4.76
	Dues & Publications	47,700.00*	4,167.85*	22,208.48*	25,491.52*	46.56*
	Total: Materials & Services					
10-113 Totals:						
		53,521.00**	4,600.19**	23,498.47**	30,022.53**	43.91**
10-114						
Account Type: E01						
10-114-6001	Municipal Court	5,985.00	327.06	981.17	5,003.83	16.39
	Personnel Expenses	9,019.00	718.04	718.04	8,300.96	7.96
	City Recorder					
	Administrative Assistant					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
10-114-6011	Finance Officer	1,664.00	136.46	409.43	1,254.57	24.61
10-114-6012	Admin. Assistant - P.M.	579.00	41.80	41.80	537.20	7.22
10-114-6014	WBAV/Workmans Comp Insurance	70.00	1.34	1.97	68.03	2.81
10-114-6016	Social Security/Medicare	1,319.00	87.02	151.78	1,167.22	11.51
10-114-6017	State Unemployment Payroll Tax	638.00	42.11	73.44	564.56	11.51
10-114-6018	PEIRS	931.00	65.15	123.73	807.27	13.29
10-114-6019	Health Insurance	3,167.00	107.28	311.95	2,855.05	9.85
	Total: Personnel Expenses	23,372.00*	1,526.26*	2,813.31*	20,558.69*	12.04*
Account Type: E02	Materials & Services					
10-114-6005	Judge	6,600.00	800.00	1,600.00	5,000.00	24.24
10-114-6006	Interpreter	1,100.00	89.90	207.65	892.35	18.88
10-114-6022	Copier Lease/Maint	600.00	37.81	75.62	524.38	12.60
10-114-6030	Office Expense	500.00	0.00	64.89	435.11	12.98
10-114-6031	Training & Conference	500.00	0.00	0.00	500.00	0.00
10-114-6035	Postage Machine Lease	235.00	52.75	52.75	182.25	22.45
10-114-6047	Court Revenue Pymts to Others	33,500.00	1,526.00	5,979.00	27,521.00	17.85
10-114-6052	Postage	300.00	7.85	56.45	243.55	18.82
	Total: Materials & Services	43,335.00*	2,514.31*	8,036.36*	35,298.64*	18.54*
Account Type: E03	Capital Outlay					
10-114-6910	Software/Software Updates	0.00	0.00	0.00	0.00	0.00
	Total: Capital Outlay	0.00*	0.00*	0.00*	0.00*	0.00*
10-114 Totals:		66,707.00**	4,040.57**	10,849.67**	55,857.33**	16.26**
10-115	Police					
Account Type: E01	Personnel Expenses					
10-115-6005	Police Clerk	14,565.00	763.50	3,284.22	11,280.78	22.55
10-115-6007	Police Chief	43,351.00	3,607.56	10,126.25	33,224.75	23.36
10-115-6008	Police Officer 1	38,063.00	1,452.90	4,036.80	34,026.20	10.61
10-115-6010	Grant Wages	500.00	0.00	0.00	500.00	0.00
10-115-6011	Finance Officer	1,664.00	136.51	409.52	1,254.48	24.61
10-115-6012	MCSAP Wages (OT) - reserves	5,000.00	0.00	0.00	5,000.00	0.00
10-115-6014	WBAV/Workmans Comp Insurance	3,397.00	3.94	14.04	3,382.96	0.41
10-115-6015	Personal Expenses (Grant)	0.00	0.00	0.00	0.00	0.00
10-115-6016	Social Security/Medicare	7,852.00	452.10	1,348.20	6,503.80	17.17
10-115-6017	State Unemployment Payroll Tax	3,798.00	218.48	651.87	3,146.13	17.16
10-115-6018	PEIRS	3,879.00	42.42	196.59	3,682.41	5.07
10-115-6019	Health Insurance	7,034.00	54.38	159.87	6,874.13	2.27
	Total: Personnel Expenses	129,103.00*	6,731.79*	20,227.36*	108,875.64*	15.67*
Account Type: E02	Materials & Services					
10-115-6020	Operating Materials & Supplies	2,000.00	0.00	0.00	2,000.00	0.00
10-115-6021	Contract Services	6,000.00	0.00	0.00	6,000.00	0.00
10-115-6022	Copier Lease/Maint	600.00	37.81	103.01	496.99	17.17
10-115-6025	Legal Expense	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
10-115-6028	Mileage	750.00	0.00	5.33	744.67	0.71
10-115-6029	Electric/Heating	0.00	0.00	0.00	0.00	0.00
10-115-6030	Office Expense	4,500.00	201.10	466.03	4,033.97	10.36
10-115-6031	Training & Conference	4,000.00	0.00	150.00	3,850.00	3.75
10-115-6034	Auto Operating Exp-Leas	30,000.00	625.84	2,446.31	27,553.69	8.15
10-115-6037	Postage Machine Lease	250.00	59.77	59.77	190.23	23.91
10-115-6038	Training & Conference - Clerk	500.00	0.00	0.00	500.00	0.00
10-115-6048	Phone & Fax	5,000.00	240.44	972.02	4,027.98	19.44
10-115-6049	Insurance	2,500.00	448.38	2,488.78	11.22	99.55
10-115-6050	Equip Repairs & Maint	2,000.00	781.45	1,381.35	618.65	69.07
10-115-6051	Uniforms	2,500.00	0.00	0.00	2,500.00	0.00
10-115-6052	Postage	650.00	8.50	97.05	552.95	14.93
10-115-6061	Internet service	300.00	23.23	69.69	230.31	23.23
10-115-6101	Dispatch Services	15,502.00	0.00	3,617.75	11,884.25	23.34
10-115-6102	Investigative Materials	1,100.00	0.00	0.00	1,100.00	0.00
10-115-6304	Professional Dues & Fees	500.00	0.00	0.00	500.00	0.00
10-115-6456	Police Reserves & Cadets	3,000.00	0.00	532.90	2,467.10	17.76
10-115-6922	Server Maintenance	1,200.00	0.00	250.00	950.00	20.83
	Total: Materials & Services	82,852.00*	2,426.52*	12,639.99*	70,212.01*	15.26*
Account Type: E03	Capital Outlay					
10-115-6901	Equipment	35,500.00	372.00	1,116.00	34,384.00	3.14
10-115-6905	City Hall Bldg Improvements	2,000.00	84.00	371.28	1,628.72	18.56
10-115-6910	Software/Software Updates	1,500.00	0.00	0.00	1,500.00	0.00
10-115-6915	Software security	500.00	0.00	224.75	275.25	44.95
10-115-6930	Office Equipment	300.00	0.00	0.00	300.00	0.00
	Total: Capital Outlay	39,800.00*	456.00*	1,712.03*	38,087.97*	4.30*
10-115 Totals:		251,755.00**	9,614.31**	34,579.38**	217,175.62**	13.74**
10-116	Public Facilities					
Account Type: E02	Materials & Services					
10-116-6020	Operating Materials & Supplies	1,500.00	477.88	543.88	956.12	36.26
10-116-6021	City Hall & Pub. Rest. Cont Ser	3,200.00	0.00	558.43	2,641.57	17.45
10-116-6024	Repair & Maintenance	3,000.00	703.62	1,629.30	1,370.70	54.31
10-116-6029	Electric/Heating	7,000.00	213.93	658.24	6,341.76	9.40
	Total: Materials & Services	14,700.00*	1,395.43*	3,389.85*	11,310.15*	23.06*
Account Type: E06	Transfer out					
10-116-6935	Trans to City Hall Bldg Fund	3,000.00	0.00	0.00	3,000.00	0.00
	Total: Transfer out	3,000.00*	0.00*	0.00*	3,000.00*	0.00*
10-116 Totals:		17,700.00**	1,395.43**	3,389.85**	14,310.15**	19.15**
10-120	Park					
Account Type: E01	Personnel Expenses					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
10-120-6001	City Recorder	3,990.00	327.06	981.17	3,008.83	24.59
10-120-6003	Public Works Supervisor	4,749.00	395.75	1,187.24	3,561.76	25.00
10-120-6009	PW Assistant	3,376.00	527.47	1,582.42	1,793.58	46.87
10-120-6011	Finance Officer	1,664.00	136.51	409.52	1,254.48	24.61
10-120-6014	WBAA/Workers Comp Insurance	450.00	0.88	2.64	447.36	0.59
10-120-6016	Social Security/Medicare	305.00	94.01	282.02	22.98	92.47
10-120-6017	State Unemployment Tax	1,054.00	45.46	136.37	917.63	12.94
10-120-6018	PERS	1,105.00	114.26	342.78	762.22	31.02
10-120-6019	Health Insurance	4,888.00	385.62	1,125.25	3,762.75	23.02
	Total: Personnel Expenses	21,581.00*	2,027.02*	6,049.41*	15,531.59*	28.03*
Account Type: E02	Materials & Services					
10-120-6020	Operating Material/Supplies	1,250.00	339.02	578.10	671.90	46.25
10-120-6021	Contract Services	2,000.00	45.00	460.00	1,540.00	23.00
10-120-6024	Repair & Maintenance	2,000.00	513.50	670.25	1,329.75	33.51
10-120-6026	Insurance & Bonds	2,100.00	376.47	752.94	1,347.06	35.85
10-120-6029	Electricity & Heating	2,700.00	114.05	323.40	2,376.60	11.98
10-120-6035	Vehicle/Equipment Maintenance	1,000.00	0.00	40.40	959.60	4.04
10-120-6052	Postage	50.00	0.00	0.00	50.00	0.00
10-120-6121	Contract Services - Janitorial	2,000.00	0.00	237.03	1,762.97	11.85
10-120-6221	Contract svcs - tree removal	4,000.00	0.00	506.00	3,494.00	12.65
10-120-6321	Park Maintenance Contractor	9,200.00	1,260.00	2,580.00	6,620.00	28.04
	Total: Materials & Services	26,300.00*	2,648.04*	6,148.12*	20,151.88*	23.38*
Account Type: E03	Capital Outlay					
10-120-6901	Equipment	0.00	0.00	0.00	0.00	0.00
10-120-6904	Equipment Reserve	0.00	0.00	0.00	0.00	0.00
10-120-6906	Park Bldg Imprvmt & repair	0.00	0.00	0.00	0.00	0.00
10-120-6907	Park Grounds Capital Improv	0.00	0.00	0.00	0.00	0.00
10-120-6908	Parks Design	0.00	0.00	0.00	0.00	0.00
10-120-6909	Parks surveys, studies	0.00	0.00	0.00	0.00	0.00
10-120-6915	Parks Development expense	0.00	0.00	0.00	0.00	0.00
	Total: Capital Outlay	0.00*	0.00*	0.00*	0.00*	0.00*
10-120 Totals:		47,881.00**	4,675.06**	12,197.53**	35,683.47**	25.47**
10-125	(No Description)					
Account Type: E07	Contingencies					
10-125-7501	General Fund Operating Conting	103,447.00	0.00	0.00	103,447.00	0.00
	Total: Contingencies	103,447.00*	0.00*	0.00*	103,447.00*	0.00*
10-125 Totals:		103,447.00**	0.00**	0.00**	103,447.00**	0.00**
10 Totals:		661,171.00****	32,102.31****	117,516.20****	543,654.80****	17.77****

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
15	CITY HALL BUILDING FUND					
15-111	Income					
Account Type: E02	Materials & Services	1,000.00	0.00	0.00	1,000.00	0.00
15-111-6040	City Engineer	1,000.00*	0.00*	0.00*	1,000.00*	0.00*
	Total: Materials & Services					
Account Type: E03	Capital Outlay	112,108.00	0.00	0.00	112,108.00	0.00
15-111-6907	Capital Outlay - Construction	112,108.00	0.00*	0.00*	112,108.00*	0.00*
	Total: Capital Outlay					
Account Type: E04	Reserve Accounts	0.00	0.00	0.00	0.00	0.00
15-111-6920	Reserved for Future Exp	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Reserve Accounts					
15-111 Totals:		113,108.00**	0.00**	0.00**	113,108.00**	0.00**
15 Totals:		113,108.00***	0.00***	0.00***	113,108.00***	0.00***
25	PARK RESERVE FUND					
25-111	(No Description)					
Account Type: E03	Capital Outlay	7,506.00	0.00	2,400.00	5,106.00	31.97
25-111-6906	Park Improvements	7,506.00*	0.00*	2,400.00*	5,106.00*	31.97*
	Total: Capital Outlay					
Account Type: E04	Reserve Accounts	0.00	0.00	0.00	0.00	0.00
25-111-6920	Reserve for Future Expenditure	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Reserve Accounts					
Account Type: E06	Transfer out	0.00	0.00	0.00	0.00	0.00
25-111-6952	Transfer to General Fund	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Transfer out					
25-111 Totals:		7,506.00**	0.00**	2,400.00**	5,106.00**	31.97**
25 Totals:		7,506.00***	0.00***	2,400.00***	5,106.00***	31.97***
29	PARK SDCCs					
29-111	(No Description)					
Account Type: E04	Reserve Accounts	24,497.00	0.00	0.00	24,497.00	0.00
29-111-6907	SDC Capital Improvements	0.00	0.00	0.00	0.00	0.00
29-111-6920	Reserved for Future Expenditur	24,497.00*	0.00*	0.00*	24,497.00*	0.00*
	Total: Reserve Accounts					

<u>Account Number</u>	<u>Description</u>	<u>Budgeted Amount</u>	<u>Period Amount</u>	<u>YTD Amount</u>	<u>Year to Date Var</u>	<u>Percent Expended</u>
30	STREETS/STORM FUND					
30-111	(No Description)					
Account Type: E01	Personnel Expenses	1,995.00	327.06	981.17	1,013.83	49.18
30-111-6001	City Recorder	7,124.00	593.62	1,780.85	5,343.15	25.00
30-111-6003	Public Works Superintendent	6,330.00	879.16	2,637.48	3,692.52	41.67
30-111-6009	Public Works Assistant	0.00	0.00	0.00	0.00	0.00
30-111-6011	Finance Officer	719.00	1.14	3.39	715.61	0.47
30-111-6014	WBA/Workmans Comp Insurance	1,182.00	121.59	364.78	817.22	30.86
30-111-6016	Social Security/Medicare	572.00	58.81	176.44	395.56	30.85
30-111-6017	State Unemployment Payroll Tax	1,340.00	152.25	456.72	883.28	34.08
30-111-6018	PERS	5,018.00	494.30	1,442.87	3,575.13	28.75
30-111-6019	Health Insurance	24,280.00*	2,627.93*	7,843.70*	16,436.30*	32.31*
Account Type: E02	Total: Personnel Expenses					
30-111-6020	Materials & Services	4,500.00	223.39	985.13	3,514.87	21.89
30-111-6021	Operating Material/Supplies	8,000.00	0.00	958.75	7,041.25	11.98
30-111-6034	Contract Services	3,000.00	249.44	673.23	2,326.77	22.44
30-111-6035	Vehicle & Equip. Oper. Expense	1,500.00	0.00	90.04	1,409.96	6.00
30-111-6049	Vehicle Repair & Maintenance	700.00	126.90	704.37	(4.37)	100.62
30-111-6151	Insurance	20,600.00	1,659.33	4,968.54	15,631.46	24.12
	Street Lighting	38,300.00*	2,259.06*	8,380.06*	29,919.94*	21.88*
Account Type: E03	Total: Materials & Services					
30-111-6901	Capital Outlay	3,166.00	0.00	3,333.67	(167.67)	105.30
30-111-6907	Equipment	9,500.00	0.00	0.00	9,500.00	0.00
30-111-6925	Capital Improvements	50,000.00	0.00	0.00	50,000.00	0.00
30-111-6926	Cap Improve w/ SCA Grant	9,415.00	538.00	3,228.00	6,187.00	34.29
30-111-6947	Stormwater Master Plan	2,500.00	0.00	0.00	2,500.00	0.00
	UIC & TMDL Compliance	74,581.00*	538.00*	6,561.67*	68,019.33*	8.80*
Account Type: E06	Total: Capital Outlay					
30-111-6952	Transfer out	0.00	0.00	0.00	0.00	0.00
	Transfer Out	0.00*	0.00*	0.00*	0.00*	0.00*
Account Type: E07	Total: Transfer out					
30-111-7501	Contingencies	82,425.00	0.00	0.00	82,425.00	0.00
	Contingencies	82,425.00*	0.00*	0.00*	82,425.00*	0.00*
	Total: Contingencies					
30-111 Totals:		219,586.00**	5,424.99**	22,785.43**	196,800.57**	10.38**

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
35	STREET/STORM RESERVES					
35-111	(No Description)					
Account Type: E03	Capital Outlay	49,231.00	0.00	0.00	49,231.00	0.00
35-111-6907	Capital Outlay	49,231.00*	0.00*	0.00*	49,231.00*	0.00*
	Total: Capital Outlay					
Account Type: E04	Reserve Accounts					
35-111-6920	Reserved for Future Expenditur	0.00	0.00	0.00	0.00	0.00
	Total: Reserve Accounts	0.00*	0.00*	0.00*	0.00*	0.00*
	35-111 Totals:	49,231.00**	0.00**	0.00**	49,231.00**	0.00**
	35 Totals:	49,231.00***	0.00***	0.00***	49,231.00***	0.00***
39	STREET/STORM SDCs					
39-111	(No Description)					
Account Type: E03	Capital Outlay	0.00	0.00	0.00	0.00	0.00
39-111-6930	Capital Projects	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Capital Outlay					
Account Type: E04	Reserve Accounts					
39-111-6920	SDC Capital Improvements	13,573.00	0.00	0.00	13,573.00	0.00
	Total: Reserve Accounts	13,573.00*	0.00*	0.00*	13,573.00*	0.00*
Account Type: E06	Transfer out					
39-111-6952	Transfer to Storm Drains	0.00	0.00	0.00	0.00	0.00
39-111-6953	Transfer to Street/Storm Fund	9,415.00	0.00	0.00	9,415.00	0.00
	Total: Transfer out	9,415.00*	0.00*	0.00*	9,415.00*	0.00*
	39-111 Totals:	22,988.00**	0.00**	0.00**	22,988.00**	0.00**
	39 Totals:	22,988.00***	0.00***	0.00***	22,988.00***	0.00***
40	WATER					
40-111	(No Description)					
Account Type: E01	Personnel Expenses	5,985.00	490.58	1,471.78	4,513.22	24.59
40-111-6001	City Recorder	601.00	47.87	143.05	457.95	23.80
40-111-6002	Admin. Assistant - A.M.	35,618.00	2,572.32	7,716.96	27,901.04	21.67
40-111-6003	Public Works Supervisor	23,210.00	1,230.82	3,692.44	19,517.56	15.91
40-111-6009	Finance Officer	4,991.00	409.52	1,228.55	3,762.45	24.62
40-111-6011	Admin. Assistant - P.M.	4,634.00	334.40	1,103.30	3,530.70	23.81
40-111-6012	WBAN/Workmans Comp Insurance	3,176.00	3.39	10.46	3,165.54	0.33

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
40-111-6016	Social Security/Medicare	5,740.00	339.58	1,027.55	4,712.45	17.90
40-111-6017	State Unemployment Payroll Tax	2,776.00	164.22	2,279.04	2,279.04	17.90
40-111-6018	PERS	6,288.00	407.96	1,258.92	5,029.08	20.02
40-111-6019	Health Insurance	23,125.00	1,478.95	4,318.88	18,806.12	18.68
	Total: Personnel Expenses	116,144.00*	7,479.61*	22,468.85*	93,675.15*	19.35*
Account Type: E02	Materials & Services					
40-111-6020	Op. Materials & Supplies	17,000.00	1,388.66	3,248.93	13,751.07	19.11
40-111-6021	Contract Services	22,000.00	1,795.00	8,664.50	13,335.50	39.38
40-111-6022	Copier Lease/Maint	850.00	55.02	138.02	711.98	16.24
40-111-6024	Repair & Maintenance	5,500.00	322.50	1,174.13	4,325.87	21.35
40-111-6029	Electricity & Heating	23,000.00	1,646.80	4,563.83	18,436.17	19.84
40-111-6030	Office Expense	1,200.00	86.70	308.09	891.91	25.67
40-111-6031	Training & Conference	1,500.00	0.00	0.00	1,500.00	0.00
40-111-6032	Audit	3,700.00	0.00	0.00	3,700.00	0.00
40-111-6033	Communications System Lease	500.00	42.32	168.80	331.20	33.76
40-111-6034	Vehicle & Equip. Oper. Expense	4,000.00	224.29	665.56	3,334.44	16.64
40-111-6035	Vehicle Maintenance & Repairs	5,000.00	0.00	966.74	4,033.26	19.33
40-111-6039	Ethics Commission Fee	100.00	84.55	84.55	15.45	84.55
40-111-6040	City Engineer	1,300.00	0.00	0.00	1,300.00	0.00
40-111-6048	Phone & Fax	3,550.00	361.49	1,407.75	2,142.25	39.65
40-111-6049	Insurance	8,200.00	1,467.82	8,147.26	52.74	99.36
40-111-6051	Uniforms	500.00	0.00	0.00	500.00	0.00
40-111-6052	Postage	950.00	26.88	342.62	607.38	36.07
40-111-6053	Test Lab	4,000.00	100.00	1,290.00	2,710.00	32.25
40-111-6055	Filtration System Op. Expense	1,500.00	284.58	878.96	621.04	58.60
40-111-6060	Computer training	200.00	0.00	0.00	200.00	0.00
40-111-6061	Internet svcs	525.00	23.23	92.92	432.08	17.70
40-111-6062	Postage Machine lease	400.00	94.93	94.93	305.07	23.73
40-111-6090	Springbrook Lease	1,425.00	0.00	1,425.00	0.00	100.00
40-111-6202	Sensus Hardware & Software Sup	1,500.00	0.00	1,524.60	(24.60)	101.64
40-111-6210	Water Rights Transfers	0.00	0.00	0.00	0.00	0.00
	Total: Materials & Services	108,400.00*	8,004.77*	35,187.19*	73,212.81*	32.46*
Account Type: E03	Capital Outlay					
40-111-6901	Equipment	7,680.00	0.00	3,333.67	4,346.33	43.41
40-111-6902	On-site Server	1,800.00	0.00	450.00	1,350.00	25.00
40-111-6905	Fire hydrant upgrade	3,000.00	0.00	0.00	3,000.00	0.00
40-111-6906	Building Improvements	500.00	0.00	0.00	500.00	0.00
40-111-6907	Capital Improvements	0.00	0.00	0.00	0.00	0.00
40-111-6908	Water Meters/Backflow Valves	5,000.00	0.00	0.00	5,000.00	0.00
40-111-6909	Vehicle Reserve	0.00	0.00	0.00	0.00	0.00
40-111-6910	Software Update	0.00	0.00	0.00	0.00	0.00
40-111-6916	Software security	500.00	0.00	224.75	275.25	44.95
40-111-6955	Water main repairs	77,020.00	0.00	0.00	77,020.00	0.00
40-111-6960	Water Filtration System	23,500.00	0.00	0.00	23,500.00	0.00
40-111-6965	Reservoir Repair & Maintenance	500.00	0.00	0.00	500.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
Account Type: E06 40-111-6952	Transfer out Transfer to Water Reserve Total: Transfer out	20,000.00 20,000.00*	0.00 0.00*	0.00 0.00*	20,000.00 20,000.00*	0.00 0.00*
Account Type: E07 40-111-7501	Contingencies Total: Contingencies	147,532.00 147,532.00*	0.00 0.00*	0.00 0.00*	147,532.00 147,532.00*	0.00 0.00*
Account Type: E08 40-111-7999	Unappropriated Fund Balances Unappropriated Ending Fund Bal Total: Unappropriated Fund Balances	0.00 0.00*	0.00 0.00*	0.00 0.00*	0.00 0.00*	0.00 0.00*
Account Type: E09 40-111-6000 40-111-6028	Depreciation Expense Depreciation Expense Total: Depreciation Expense	0.00 0.00 0.00*	0.00 0.00 0.00*	0.00 0.00 0.00*	0.00 0.00 0.00*	0.00 0.00 0.00*
40-111 Totals:		511,576.00**	15,484.38**	61,664.46**	449,911.54**	12.05**
40 Totals:		511,576.00***	15,484.38***	61,664.46***	449,911.54***	12.05***
42	SPW PROJECT MAINTENANCE FUN (No Description)					
42-111	Materials & Services					
Account Type: E02 42-111-6034	Reservoir Maintenance & Repair	15,000.00	0.00	0.00	15,000.00	0.00
42-111-6035	Pump Station Maint. & Repair	7,560.00	0.00	0.00	7,560.00	0.00
	Total: Materials & Services	22,560.00*	0.00*	0.00*	22,560.00*	0.00*
42-111 Totals:		22,560.00**	0.00**	0.00**	22,560.00**	0.00**
42 Totals:		22,560.00***	0.00***	0.00***	22,560.00***	0.00***
43	WATER FILTRATION SYSTEM (No Description)					
43-111	Personnel Expenses					
Account Type: E01 43-111-6050	Asset Management Activity	0.00	0.00	0.00	0.00	0.00
	Total: Personnel Expenses	0.00*	0.00*	0.00*	0.00*	0.00*
Account Type: E02 43-111-6040 43-111-6950 43-111-6965	Materials & Services Project Engineering Water Rates Study City's matching funds	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
Account Type: E03 43-111-6960	Total: Materials & Services	0.00*	0.00*	0.00*	0.00*	0.00*
	Capital Outlay					
	Project Construction	0.00	0.00	0.00	0.00	0.00
	Total: Capital Outlay	0.00*	0.00*	0.00*	0.00*	0.00*
	43-111 Totals:	0.00**	0.00**	0.00**	0.00**	0.00**
	43 Totals:	0.00***	0.00***	0.00***	0.00***	0.00***
45 45-111 Account Type: E03 45-111-6907	WATER RESERVE FUND (No Description) Capital Outlay Capital Outlay - water line re Total: Capital Outlay	31,690.00 31,690.00*	0.00 0.00*	0.00 0.00*	31,690.00 31,690.00*	0.00 0.00*
Account Type: E04 45-111-6920	Reserve Accounts Reserved For Future Expenditure Total: Reserve Accounts	0.00 0.00*	0.00 0.00*	0.00 0.00*	0.00 0.00*	0.00 0.00*
Account Type: E06 45-111-6952	Transfer out Transfer to Water Fund Total: Transfer out	0.00 0.00*	0.00 0.00*	0.00 0.00*	0.00 0.00*	0.00 0.00*
	45-111 Totals:	31,690.00**	0.00**	0.00**	31,690.00**	0.00**
	45 Totals:	31,690.00***	0.00***	0.00***	31,690.00***	0.00***
49 49-111 Account Type: E04 49-111-6907	WATER SDGs (No Description) Reserve Accounts SDC Capital Improvements Total: Reserve Accounts	50,316.00 50,316.00*	0.00 0.00*	0.00 0.00*	50,316.00 50,316.00*	0.00 0.00*
Account Type: E06 49-111-6952	Transfer out Transfer to Water Operating Total: Transfer out	20,000.00 20,000.00*	0.00 0.00*	0.00 0.00*	20,000.00 20,000.00*	0.00 0.00*
	49-111 Totals:	70,316.00**	0.00**	0.00**	70,316.00**	0.00**
	49 Totals:	70,316.00***	0.00***	0.00***	70,316.00***	0.00***

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
50-111-6001	(No Description)	5,985.00	490.58	1,471.73	4,513.27	24.59
Account Type: E01	SEWER					
50-111-6002	Personnel Expenses	601.00	47.87	143.05	457.95	23.80
50-111-6003	City Recorder	0.00	395.73	1,187.21	(1,187.21)	0.00
50-111-6004	Admin. Assistant - A.M.	57,730.00	4,720.73	14,162.19	43,567.81	24.53
50-111-6009	Public Works Supervisor	9,284.00	879.16	2,637.48	6,646.52	28.41
50-111-6011	Public Works Assistant	4,991.00	409.52	1,228.55	3,762.45	24.62
50-111-6012	Finance Officer	4,634.00	334.40	1,103.30	3,530.70	23.81
50-111-6014	Admin. Assistant - P.M.	3,593.00	4.37	12.90	3,580.10	0.36
50-111-6016	WB&W/orkmans Comp Insurance	6,367.00	511.30	1,542.82	4,824.18	24.23
50-111-6017	Social Security/Medicare	3,079.00	84.98	474.75	2,604.25	15.42
50-111-6018	State Unemployment Payroll Tax	7,041.00	609.71	1,864.12	5,176.88	26.48
50-111-6019	PERS	13,188.00	1,150.02	3,378.67	9,809.33	25.62
	Health Insurance					
	Total: Personnel Expenses	116,493.00*	9,638.37*	29,206.77*	87,286.23*	25.07*
Account Type: E02	Materials & Services					
50-111-6020	Operating Material/Suppl	30,000.00	3,476.61	7,057.09	22,942.91	23.52
50-111-6021	Contract Services	5,000.00	761.75	4,032.51	967.49	80.65
50-111-6022	Copier lease/maintenance	700.00	44.48	116.35	583.65	16.62
50-111-6023	Consultant Services	1,000.00	0.00	0.00	1,000.00	0.00
50-111-6025	Legal	0.00	0.00	0.00	0.00	0.00
50-111-6029	Electricity & Heating	28,000.00	1,405.81	6,322.45	21,677.55	22.58
50-111-6030	Office Expense	1,000.00	221.51	337.58	662.42	33.76
50-111-6031	Training/Conference	1,000.00	0.00	250.00	750.00	25.00
50-111-6032	Audit	3,700.00	0.00	0.00	3,700.00	0.00
50-111-6034	Vehicle & Equip. Oper. Expense	3,500.00	217.09	679.91	2,820.09	19.43
50-111-6035	Tractor & Vehicle Repair	3,000.00	0.00	2,589.80	410.20	86.33
50-111-6036	Sewer Equipment Repair & Maint	10,000.00	3,324.36	3,699.36	6,300.64	36.99
50-111-6039	Ethics Commission Fee	100.00	84.55	84.55	15.45	84.55
50-111-6040	City Engineer	0.00	0.00	0.00	0.00	0.00
50-111-6042	Lagoon Maintenance	3,000.00	1,943.50	1,943.50	1,056.50	64.78
50-111-6048	Phone	2,000.00	172.33	724.38	1,275.62	36.22
50-111-6049	Insurance	4,900.00	879.85	4,883.66	16.34	99.67
50-111-6051	Safety Apparel/Uniforms	1,000.00	276.42	404.95	595.05	40.50
50-111-6052	Postage	2,000.00	67.58	383.31	1,616.69	19.17
50-111-6054	Test Lab	17,500.00	527.00	1,262.00	16,238.00	7.21
50-111-6055	Rental Expense	1,500.00	630.00	798.00	702.00	53.20
50-111-6060	Computer training	500.00	0.00	0.00	500.00	0.00
50-111-6061	Internet svcs	245.00	23.23	46.46	198.54	18.96
50-111-6062	Postage machine lease	355.00	84.38	84.38	270.62	23.77
50-111-6090	Springbrook Lease	1,425.00	0.00	1,425.00	0.00	100.00
50-111-6304	Permits & Fees	3,000.00	0.00	0.00	3,000.00	0.00
	Total: Materials & Services	124,425.00*	14,140.43*	37,125.24*	87,299.76*	29.84*
Account Type: E03	Capital Outlay					
50-111-6901	Equipment	13,180.00	441.96	9,493.78	3,686.22	72.03

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
50-111-6902	On-Site server	1,800.00	0.00	450.00	1,350.00	25.00
50-111-6906	Construction Projects	5,000.00	322.50	1,995.33	3,004.67	39.91
50-111-6910	Software Updates	0.00	0.00	0.00	0.00	0.00
50-111-6915	Software Security	500.00	0.00	224.75	275.25	44.95
50-111-6920	Wastewater Master Plan	0.00	0.00	0.00	0.00	0.00
50-111-6950	Site Prep for 2nd Plantation	3,000.00	0.00	1,037.37	1,962.63	34.58
50-111-6951	Logging Expense	6,000.00	0.00	0.00	6,000.00	0.00
50-111-6960	Collection system maintenance	0.00	0.00	0.00	0.00	0.00
50-111-6970	Aeration Project	36,000.00	2,496.23	32,437.04	3,562.96	90.10
	Total: Capital Outlay	65,480.00*	3,260.69*	45,638.27*	19,841.73*	69.70*
Account Type: E06						
50-111-6952	Transfer out	0.00	0.00	0.00	0.00	0.00
	Transfer to Sewer Reserve Fund	0.00	0.00*	0.00*	0.00*	0.00*
	Total: Transfer out	0.00*	0.00*	0.00*	0.00*	0.00*
Account Type: E07						
50-111-7501	Contingencies	98,963.00	0.00	0.00	98,963.00	0.00
	Total: Contingencies	98,963.00*	0.00*	0.00*	98,963.00*	0.00*
Account Type: E08						
50-111-7999	Unappropriated Fund Balances	0.00	0.00	0.00	0.00	0.00
	Unappropriated Ending Fund Bal	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Unappropriated Fund Balances	0.00*	0.00*	0.00*	0.00*	0.00*
50-111 Totals:		405,361.00**	27,039.51**	111,970.28**	293,390.72**	27.62**
50 Totals:		405,361.00***	27,039.51***	111,970.28***	293,390.72***	27.62***
55	SEWER RESERVE FUND					
55-111	(No Description)					
Account Type: E03	Capital Outlay	5,448.00	0.00	0.00	5,448.00	0.00
55-111-6907	Capital Improvements	5,448.00*	0.00*	0.00*	5,448.00*	0.00*
	Total: Capital Outlay	5,448.00*	0.00*	0.00*	5,448.00*	0.00*
Account Type: E04						
55-111-6920	Reserve Accounts	0.00	0.00	0.00	0.00	0.00
	Reserved For Future Expenditure	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Reserve Accounts	0.00*	0.00*	0.00*	0.00*	0.00*
Account Type: E06						
55-111-6952	Transfer out	0.00	0.00	0.00	0.00	0.00
	Trans to Sewer Operating	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Transfer out	0.00*	0.00*	0.00*	0.00*	0.00*
55-111 Totals:		5,448.00**	0.00**	0.00**	5,448.00**	0.00**
55 Totals:		5,448.00***	0.00***	0.00***	5,448.00***	0.00***

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
57	SEWER DEBT SERVICE					
57-111	(No Description)					
Account Type: E05	Bond Payments	0.00	0.00	0.00	0.00	0.00
57-111-6021	Administration Fee	170,000.00	0.00	0.00	170,000.00	0.00
57-111-6552	2009 Series Sewer Pmts Princip	125,913.00	0.00	0.00	125,913.00	0.00
57-111-6553	2009 Series Sewer Pmts Interes	295,913.00*	0.00*	0.00*	295,913.00*	0.00*
	Total: Bond Payments					
Account Type: E08	Unappropriated Fund Balances					
57-111-7999	Unappropriated Ending Fund Bal	10,000.00	0.00	0.00	10,000.00	0.00
	Total: Unappropriated Fund Balances	10,000.00*	0.00*	0.00*	10,000.00*	0.00*
	57-111 Totals:	305,913.00**	0.00**	0.00**	305,913.00**	0.00**
	57 Totals:	305,913.00***	0.00***	0.00***	305,913.00***	0.00***
59	SEWER SDC FUND					
59-111	(No Description)					
Account Type: E04	Reserve Accounts					
59-111-6907	SDC Capital Improvements	20,372.00	0.00	0.00	20,372.00	0.00
	Total: Reserve Accounts	20,372.00*	0.00*	0.00*	20,372.00*	0.00*
Account Type: E06	Transfer out					
59-111-6952	Transfer to Sewer Operating	0.00	0.00	0.00	0.00	0.00
	Total: Transfer out	0.00*	0.00*	0.00*	0.00*	0.00*
	59-111 Totals:	20,372.00**	0.00**	0.00**	20,372.00**	0.00**
	59 Totals:	20,372.00***	0.00***	0.00***	20,372.00***	0.00***
	Final Total	2,471,323.00*****	80,051.19*****	316,336.37*****	2,154,986.63*****	12.80*****



City of Aurora

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Public Works department

City Council Public Works Activity Report September 2012

Waste Water

Routine operation maintenance. Plant has and will continue not to violate permit. See report from Otis

Water

Routine operation and maintenance. Filter is filtering, and wells are pumping. Water service line on 4th & Main st. is under repair, will replace with new pex pipe. Ehlen rd. water upgrade has been fused and ready for boring, most of parts are here, still waiting for two valves. Filter issues have been resolved, AEDGE rep will be here 10-9-12 to final repairs. SCADA module has been replaced with hard wire communication. Oct. 22 starts meter reading.

Streets

Storm water survey is moving forward and engineer is working on info that I have supplied, still more to do. Working on survey every day.

Parks

Just purchased tree coring equipment to survey park tree health. Park was fertilized in mid September. Park tables will be put away in October and sprinklers will be turned off as it begins to rain.

Administration

Public Works scheduling and planning for staff.
Capitol improvement planning for entire city.

Respectfully : Bob Southard
Overtime (Bob) some

Memo

To: City Council
From: Kelly Richardson
CC: None
Date: 10/5/2012
Re: Recorders Report Month of September 2012 report

Activities and ongoing projects are as follows:

- ❖ Ongoing secretarial duties for the City Council and Planning, along with attending the meetings once a month.
- ❖ Attending Records Management Meeting
- ❖ Records Request update
 - None pending at this time
- ❖ **Working on Storage issues at City Hall**
- ❖ **Working on updating and scanning of address files. Ongoing**
- ❖ **Working with and coordinating building inspections and with the inspectors.**
- ❖ **Code Enforcement issues.**
- ❖ Looking into grants for projects.
- ❖ Working on updating our court files and finding out the status of our collections. **Ongoing**
- ❖ Copying old files from discs into our electronic files for better access.

Rodger Eddy for Edventures Ltd.
Janet Eddy
2582 NW Lovejoy Street
Portland, Oregon 97210-2856

September 28, 2012

City of Aurora
City Hall

Attention: City Council

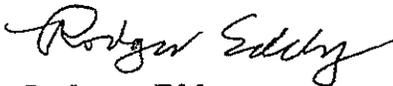
I appeared before the council during August, and was advised to go through the Historic Review Board. Since I would be out of state during late August, it was agreed that I would appear at the September HRB meeting. The review board would then consider my fence proposals from my August 6 application that I submitted through the council for consideration at your August council session.

I appeared at the September 26 HRB meeting, assuming I was on the agenda as discussed at the August council meeting. I sat through most of the meeting until realizing that apparently I was not on the agenda. The HRB board informed me that indeed I was not on the agenda, and that they had nothing in their hands to allow them to consider the matter.

I request that my materials regarding the application now be forwarded to the HRB for its consideration, that I be placed on the agenda for a forthcoming meeting, and that I receive notification and confirmation for an appearance.

Your assistance in furthering the matter so that the council will be assured that I am attempting to resolve the security and appearance matters involved in the city's notice to me.

Very truly yours,



Rodger Eddy
503-223-3606

OLD BUSINESS

Memo

To: City Council
From: City Recorder Richardson
CC: NONE
Date: 10/5/2012
Re: Information on Backflow Assemblies

I have contacted Backflow Management for a copy of our contract, they have not been able to locate one and are still looking. They did produce a scope of work which I have included and it is dated May of 2001.

I have searched Council Minutes from 2001 to 2006 and can see nothing that supports the letter dated November 16, 2006 to residents that states (you are no longer required to request and pay for the inspections at your meter) goes on to say (you are required to pay for them on auxiliary meters)

So with that said I hope to hear from BMI a specific date in which we signed a contract so I can look specifically for that date again.

As stated in the past our Current code states that water patrons are responsible to pay for any and all expenses related to backflow devices and I cannot find any supporting documentation stating otherwise.

May 1, 2002

City of Aurora
21420 Main St.
Aurora, OR 97002
Attention: Wayne Scholtz

Dear Wayne:

Thank you for meeting with me regarding our Cross Connection and Water Quality Services.

Enclosed you will find a detailed Scope of Work and Cost of Services. Contracting with BMI for these services will mean you will not have to worry about your systems compliance issues regarding the Safe Drinking Water Act.

We look forward to a successful relationship with the City of Aurora. Feel free to give me a call at (503) 255-1619 if you have any questions.

Sincerely,

BACKFLOW MANAGEMENT INC.

Garrett S. Yates
General Manager

GSY/ts

Enc.

**Scope of Work and Cost
for
Water Quality Services**

- √ Provide quarterly report and new regulation notification on SDWA compliance.
- √ Provide monthly sample collection services. *
- √ Submit water quality samples to a certified laboratory for analysis.
- √ Review laboratory analysis and provide an explanation of the reports.
- √ Apply for waivers and reduced monitoring where applicable.
- √ Report results to Oregon Health Division.
- √ Audit state web page for accuracy, monthly.
- √ Provide annual Consumer Confidence Report to each resident. **
- √ Provide semi-annual newsletters with timely articles for residents for public education purposes.
- √ Prepare and amend sampling plan when applicable.
- √ Conduct Lead and Copper program.
- √ Provide Emergency Preparedness Manual.
- √ Prepare Annual Summary Report for cross connections.
- √ Manage Cross Connection Program including testing assemblies, carry out public education to shift liability and on-going inspections.

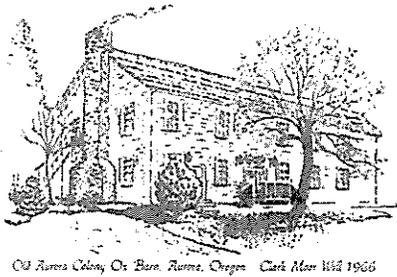
Total cost for above services: \$7,250.00 per year

* Cost of analysis is additional.

** This quote includes a one-page CCR

**Scope of Work and Cost
for
Backflow Assembly Testing**

- √ \$22.50 per assembly tested.
- √ \$50.00 per hour for repair plus cost of parts.



City of Aurora

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Memo

To: Aurora Water Patrons
From: Aurora Public Works
Subject: **Important Notice to All City of Aurora Water System Users
Of Potential Thermal Expansion Damage to Your Private System**
Date: November 16, 2006

In order to comply with State health and plumbing regulations and to ensure that City residents and businesses receive safe drinking water from the City's water system, in 1992 and again in 1996, the City adopted ordinances governing the installation of backflow prevention assemblies for all new water services and replacement water services in the City. For further information, please see Sections 13.04 and 13.12 of the Aurora Municipal Code (AMC).

Since that time, the City has been installing or requiring the installation of backflow prevention assemblies on the property owner side of all new water meters installed or existing water meters which are replaced for whatever reason. The backflow prevention assemblies used are all approved and required by Oregon State Health Division, and even though these assemblies help to assure the safety of the City's drinking water, if your private water system plumbing is not properly installed or does not operate properly, then the assemblies may affect the operation of your private plumbing system in the following manner.

The water within your plumbing system expands every time the water heater begins its heating cycle. When a backflow prevention assembly is not present, this expanded volume may flow backward, through the water meter, and into the public water supply. A backflow prevention assembly does just what the name implies-it prevents this backward flow of water and possible contamination. When the backward flow is stopped by a backflow prevention assembly, your water pressure may build up in your plumbing and private water system during your water heater's heating cycle.

Under current building codes, water heaters are required to be installed with a temperature and pressure valve (T&P), which valve is designed to relieve excessive water temperature or pressure. If the thermostat in a hot water heater becomes defective or was improperly installed, the water temperature in the heater can increase to more than 212 degrees f, and if the T&P valve fails, your domestic water can become "superheated." In extreme cases, if the hot water thermostat and the T&P valve both malfunction, your water heater may even burst or scalding steam may be released from your water faucets when you initially open them.

More commonly, if your private system is defective either from age or poor condition or was improperly installed, the superheated and expanded water can cause water leaks to develop in your private water system. If you notice that the water pressure gets higher than average in your system, you should check to see if any of your faucets begin to leak or have brief bursts or excess water pressure shortly after opening, of the temperature and pressure valve on your water heater begins to spit water.

IMPORTANT NOTICE: If excess pressure remains uncorrected, it may cause leaks in or other damage to your plumbing and private water system, and in some cases, damage your water heater.

RECOMMENDED ACTIONS:

1. If you have a defective or improperly installed plumbing and private water system, you should first correct the problem(s).
2. For some homeowners, merely lowering the temperature setting on the water heater may eliminate the potential for plumbing and private water system problems. A temperature setting between 125 degrees and 145 degrees is considered by the experts to be appropriate for most household uses.
3. Other homeowners may find that, after correcting the defective or improperly installed portions of their system, that lowering the temperature will not solve the problem, and these homeowners may be required to install an additional device to deal with thermal expansion, which might include a thermal expansion tank, or a toilet tank stop and relief valve, which are described on the last page of this Notice.
4. Most water system and water heater manufacturers recommend that the T&P valve be **MANUALLY OPERATED ANNUALLY** and **REPLACED OR INSPECTED AT LEAST ONCE EVERY THREE YEARS**.

FINAL NOTE: A licensed plumber can inspect, repair, or replace the T&P valve and defective or improperly installed portions of your water system to ensure your safety and can assist you with the other methods of protection such as thermal expansion chambers and pressure relief toilet ball cock assemblies. The City recommends that you call a plumber or a plumbing supply house for further information and guidance. Section 608.3, Paragraph 2 of the Uniform Plumbing Code, addresses the thermal expansion requirements in more detail.

The City hopes that this notice has been helpful to adequately inform you of ways you can help insure that the City can continue to provide you with safe drinking water. As required by law, the City will continue to install or require to be installed backflow prevention assemblies in all new and replacement installations, in the best interest of all of its customers, and to further assure that the City continues to meet its goal of providing the safest possible drinking water for all its users.

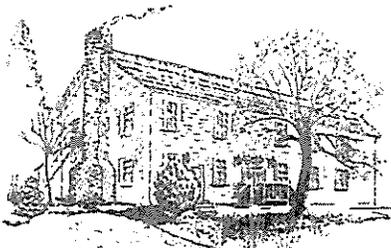
If you have any questions about the installation of the backflow prevention assembly or about its effects on your plumbing system, please do not hesitate to call the City's Public Works office at 503-678-1035, and ask for Bob Southard, Public Works Superintendent.

WHAT IS A THERMAL EXPANSION TANK?

A thermal expansion tank is a sealed container about twice the size of a three-pound coffee can with a rubber bladder inside. When the pressure in your water line increases, the rubber bladder is squeezed into a smaller space. When a faucet is opened and the pressure is released, the rubber bladder re-expands to its former size inside the container. The only moving part is the rubber bladder that is squeezed and released by the water pressure. Expansion tanks are installed on a cold water line, and require inserting a fitting to accommodate the expansion tank. You may expect to pay about \$55.00 for the expansion tank, depending upon the size of your water heater, plus the cost of installation.

WHAT IS A TOILET TANK STOP AND RELIEF VALVE?

A toilet tank stop and relief valve replaces the mechanism inside your toilet tank that regulates the water coming into the tank. It is a pressure relief valve that allows the excess water pressure to be relieved inside the toilet tank instead of out a dripping faucet, or instead of activating the water heater temperature and pressure valve. It requires the replacement of the current valve in the toilet tank with the new valve. Stop and relief valves will not work if the line pressure exceeds 80 pounds per square inch (psi) unless you also install a pressure-reducing valve near your water meter. If your line pressure exceeds 80 psi and you do not install a pressure-reducing valve, your toilet stop and relief valve will run constantly, wasting water and resulting in higher water bills. Expect to pay between \$40.00 and \$50.00 for a stop and relief valve, plus the cost of installation.



Old Aurora Colony Or Barn, Aurora, Oregon Clark Mear Hill 1966

City of Aurora

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"National Historic Site"

November 16, 2006

Dear Resident,

We have recently received a few phone calls regarding receiving an annual reminder from the City about getting your backflow devices inspected. About two years ago we contracted with Backflow Management Incorporated (BMI) to inspect these devices for us yearly. Our partnership with BMI has allowed us to provide services to the City staff as well as the residents of Aurora.

BMI provides services to Aurora staff and residents such as:

- Informational brochures
- Yearly inspections and reports on Back Flow Devices located at each meter
- Education on important topics such as: Cross Connection Control, Backflow Prevention Devices and Thermal Expansion

You are no longer required to request and pay for the inspections at your meter. However, you are still required to request and pay for inspections of the backflow devices on your auxiliary water lines, such as hot tubs, irrigation systems, and sprinkler systems inspected yearly at your own expense. Please forward a copy of your report on these systems to:

City of Aurora, Attn: Public Works Dept., 21420 Main Street NE, Aurora, OR 97002

Below is a list of Oregon Certified Backflow Assembly Testers that are the closest to Aurora. A complete list of Testers in Marion, Clackamas, and Washington Counties are available at City Hall.

Certified Tester's Name(s)	Company	Phone Number
	Backflow Management, Inc.	1-800-841-7689
Anthony Biggs	Backflow Prevention Device Testing Inc	503-692-2885
D Brad Heath	Heath Backflow Testing	503-625-8553
Jim Pohlschneider	Natural Touch Landscaping, Inc.	503-678-1328
Rick Sonnen		503-982-9570
Paul Molisani	PM Backflow	503-830-0171
Daniel Reed		503-682-6076
Tony Rothgeb or Steve Sammons	Cascade Backflow Testing	503-703-9031
David or Matthew Schafer	Landscape Enterprises, Inc	503-682-3343

We have also enclosed a memo and brochure regarding Thermal Expansion. Please take the time to review these helpful and education brochures.

Sincerely, 

Bob Southard, Public Works Superintendent

NEW BUSINESS

Memorandum

MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS

105 HIGH STREET S. E. SALEM, OREGON 97301-3667

TELEPHONE: (503)588-6177

FAX: (503)588-6094

TO: Aurora City Council
FROM: Renata Wakeley, City Planner
RE: Review of application and enforcement actions for 21200 Highway 99E
DATE: August 2, 2012

Requested Action

- a) Direct the City Recorder to follow up with Mr. Erickson on some, none, or all of the enforcement actions outlined below.
- b) Direct the City Recorder to work with City Public Works and Legal Counsel on enforcements actions, if any.

Background

In July 2012, planning staff reviewed a business license application for the above reference property submitted by a Mr. Ross. Planning staff requested a determination from the City Council on whether the application should be delayed due to pending enforcement actions/noncompliance of the property owner, a Mr. Erickson. Council directed planning to move forward with approval of the business application in order to not further delay Mr. Ross but to follow up with Mr. Erickson on potential enforcement actions.

As planning staff does not typically get involved with enforcement actions, the City Recorder is requesting direction from the Council on which of the enforcement actions outlined below should be directed toward Mr. Erickson. The Recorder is also requesting Council approval to work with legal counsel of directed enforcement actions, if any.

Business License for Food Cart Manufacturer

- Aurora Municipal Code (AMC) section 16.14 for Commercial zones lists “motor vehicle, farm implement, boat or trailer rental, sales or services including body repairs when repairs are conducted wholly within an enclosed structure” as a permitted use. Uses are subject to parking standards in accordance with AMC 16.42 and landscaping improvements in accordance with AMC 16.38.
- Based upon direction from Council, staff approved the application without conformance with AMC 16.38 and 16.42 by Mr. Ross as follow up action with Mr. Erickson was requested by Council.

Property Owner Enforcement Actions

- Screening: In February 2003, Mr. Erickson received a Notice of Potential Violation of Development Agreement for a Conditional Use #CU-00-1-2108 for an auto body shop (See Exhibit B). The Notice and decision requires a row of screening trees along the north of the building and covered area. This screening does not appear to have been installed.

Enforcement: Install landscaping or screening as previously submitted or submit a new site plan to meet the 15% landscaping requirement and other conditions under AMC 16.38, to be approved by planning, and installed within 3 months.

- Parking: Condition of approval D from file #CU-00-1-2108 required a planter strip separating the western and northern gravel parking lots and graveled and designated parking areas. This landscaping or marked gravel parking does not appear to have been installed in compliance with the plan as submitted.

Enforcement: Install plantings and parking areas as previously submitted or submit a new site plan to meet current parking code requirements under AMC 16.42, to be approved by planning, and installed within 3 months.

- Fencing: In 2007, in relation to the Peyton Circle subdivision (SUB -02-03-2217), I did approve the chain link fencing and associated landscape plan buffering the Peyton Circle subdivision. I should have required buffered landscaping along 99E as well, in conformance with AMC 16.38.040.E.3, “A six-foot fence or wall providing a continuous sight-obscuring screen. Fences and walls shall be constructed of materials commonly used in the construction of fences and walls such as wood or brick, or otherwise acceptable by the planning director. Corrugated metal is not considered to be acceptable fencing material. Chain link fences with slats may qualify as screening when combined with a planting of a continuous evergreen hedge”.

Enforcement: Require that all fencing in the front yard be completely screened with a hedge and slats inserted or require that the fencing be moved back to the front building line in conformance with current code conditions.

Memo

To: City Council
From: City Recorder, Richardson
CC: NONE
Date: 10/4/2012
Re: Lexipol Manuel

I received a call from Susan Preacher with Lexipol she wanted to know if we wanted any updates to our manual, I took the opportunity to enlighten her of the situation with the police department at which time she informed me that this is an automatic renewal of the manual and if we wanted to cancel the manual we would need to do that no later than November 1, 2012.

So, I am asking Council for permission to follow up on this and make sure that this is canceled prior to November 1st deadline.

ORDINANCES & RESOLUTIONS