

AGENDA
Aurora City Council Meeting
Tuesday, November 13, 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 Vlcek

3. Consent Agenda

- I. City Council Meeting Minutes – October 09, 2012
- II. Planning Commission Meeting Minutes – October 02, 2012
- III. Historic Review Board Minutes –

Correspondence

- I. **City County Real-Time Risk Bulletin**
- II. **League of Oregon Cities, Impacts of Recent Court Fines Legislation Municipal Courts.**
- III. **OR 99E Woodburn to Aurora Corridor Segment Plan, Maps as Requested**
- IV. **LOC Bulleting Fee Increase for Water Quality Permits**
- V. **Unison Cell Tower Conversion Program**

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

A. Police Chief's Report – (not included in your packet)

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

1. Revenue & Expense Report
2. Audit 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)

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8. Ordinances and Resolutions

A.

9. Old Business

- A. Discussion and or Action on Police Draft Contract
 - Marion County

10. New Business

- A. Discussion and or Action on the Audit Report Prepared by Grove, Mueller and Swank and Audit Managers Letter.

11. Adjourn

CONSENT AGENDA

Meeting Minutes

Correspondence

Financials

Other Items

Minutes
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

STAFF PRESENT: Kelly Richardson, City Recorder
Jason Andersen, Police Supervisor
Bob Southard, Water Superintendent
Jan Vlcek, Finance Officer

STAFF ABSENT: Otis Phillips, Waste Water Superintendent

VISITORS PRESENT: Don Hemstreet, Reserve Officer
Christine O'Brien, Aurora
Jason Saucedo, Aurora PD
Kris Sallee, 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 Brotherton -present
Councilor Sahlin – present
Councilor Vlcek - present

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**

Councilor Vlcek asks if there is a map for the corridor segment, Mayor Taylor states that City Planner Wakeley may have a map. Mayor has concerns and asks if there is an opportunity to provide comment because there are many items that I don't agree with. Councilor Graupp states that bottom line they want us to change 2nd street and main so that they enter onto 99E at a 90 degree angle. Councilor Graupp states that they are now looking at funding so it will be quite a ways off. This is at this point an ODOT project list or wish list.

Motion to approve Consent Agenda was made by Councilor Graupp and seconded by Councilor Vlcek. 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 23 miles over.**
 - Barking dog on Filbert ongoing issue
 - Continued problems with air cards in police cruisers
 - Car 27 maintenance
 - 16 citations with total of 28 violations
 - Suspicious Vehicle reported in the Orchard Street area, looking into garages.

Councilor Brotherton asks Supervisor Andersen about the stalled vehicle near Champogeg State Park. Andersen stated it was a really bad corner and we were asked to assist another agency.

Supervisor Andersen approached the Council and asked if it would be feasible to compensate the reserve officers in some way since they have been putting in so many volunteer hours, Councilor Graupp explains the budget shortfall.

Finance Officer Vlcek asked clarification on the 6,030 in presumptive fines, this is in large part to an increase in vehicles being towed, which I believe we are doing far too many and the case law states that if a person is able to pull into a safe zone said vehicle doesn't need to be towed and I plan on a discussion with the officers.

Mayor Taylor reiterates what Councilor Graupp explained on the budget shortfall and so I really do not believe we can afford to at this time compensate the reserve officers.

Supervisor Andersen asks City Council what will happen to the reserve officers if you go with Marion County because if you do the reserves will have to start completely over they will not just be absorbed by the County and these guys have given many hours to the city and would prefer to stay here.

No more questions of the Chief

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

1. Revenue & Expense Report

- Auditors report should be completed in 4 to 6 weeks they have been here the past two days.

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 was down today it will be fixed at their cost.
- Well levels at this point are low; they are more than I like to see.
- Ehlen Road project is moving forward the pipe should be in the ground by Thursday.
- The crosswalk on Ottaway and 99E has been completed with the permanent fix.
- Stop sign at 3rd is down.
- Finally purchased the tree corer so we can take care of the trees in the park.

- A. Waste Water Treatment Plant Update (from Otis Phillips),
- Report is attached however Superintendent Phillips is absent.

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)

- Attorney Koho was not in attendance.
- The Rodger Eddy situation will be forwarded to Planning Commission for a review on a variance.

8. **Ordinances and Resolutions**

9. **Old Business**

A. **Discussion and or Action on Backflow Management Policy**, there is a brief discussion on this matter however the resolution was not considered at this time. The Council decides to set this matter a side for now until a meeting with BMI can be arranged.

B. **Discussion and or Action on City Police Proposal**

- **At the last meeting it was stated that we have to provide police services with further research it has been confirmed that we do not have to provide police services however it is the consensus of the Council based on citizen comment that we contract with one or the other of the agencies.**
- Councilor Graupp states that at this point he is very open minded to either proposals.
- Councilor Sahlin stated that he had taken the time to speak with citizens however many of them did not have a comment.
- Councilor Vlcek stated that in his opinion Hubbard is the closest agency and therefore would provide better and faster response time if the contracted officer was not on duty. I also think that this option would be a better match with our community policing since they in fact come from a small city. If Marion County were just down the road then maybe they could compete however that is simply not the case. I did hear some negative comments from the public about Hubbard however I think that this is to be expected since again they are just down the road so to speak.
- Councilor Brotherton stated that he thought Marion County proposal was less of an expense to the city. He also went on to say that Marion County might be a welcome change.

- Councilor Graupp asked if we went with Hubbard (it is clarified that the additional cost comes into play if we go with Hubbard then we still need to purchase the 30,000 dollar transponder with the County we do not)
- Councilor Sahlin did ask for clarification on the cost; however it is explained that this can fluctuate depending on the pay grade of the officer chosen.
- Mayor Taylor states that he had sat down and spoke to both agencies again and the following statements are as follows;
 - ❖ The contract cost is basically the same
 - ❖ Both entities are very capable
 - ❖ Both entities will allow schedule fluctuation, and if the Marion County Officer is not on duty they stated if we contract with them we then become a priority call.
 - ❖ Marion County is a yearly contract
 - ❖ Hubbard is a 3 year contract, I would prefer a one year contract
 - ❖ With the County they would allow us to sit on the interview panel in Hubbard they would supply the officer.
 - ❖ Special events are not a problem for either agency and would not be any further cost.
- This is certainly a first for our community and this is a very hard decision to make. I have heard various responses from the community some of which have been in favor of Hubbard however I have had the majority of the comments in favor of Marion County. Since this is a first if we choose Marion County which at this point with the yearly contract being my choice if it doesn't work out we can then contact Hubbard.

Supervisor Andersen of the Aurora Police Department, responds to Mayor Taylor, I have concerns with Marion County because at this point the County does not respond and to my knowledge refuse to respond. I personally find this very unprofessional conduct. Hubbard police have always been very helpful they respond whenever they are asked this department is just down the road so response time would be much quicker if needed on the off hours of the assigned officer. Hubbard is in our area at various times anyway and has better knowledge of our community. As police professional I would like to make myself available to help the Council make the best choice for our community and to ask the right questions.

At this point members of the Aurora Police Reserves state that in the years that they have spent in Aurora volunteering countless hours they agree with Supervisor Andersen in that they cannot remember a time when Marion County has responded and as far as a working relationship Hubbard has always shown a presence here in Aurora. They would like to see Hubbard be chosen and at that time they would then like to continue with their service to Aurora through the reserve program.

Officer Saucedo, would also like to point out that the County substation is clear out by Gervais not in Woodburn as previously stated so response time again would suffer and in four years of service to Aurora I have not seen a County Officer. Don Hemstreet also a reserve officer with Aurora agrees as well.

Chrissie O'Brien, Aurora states that her any many others feel they will need to obtain a weapons permit to protect themselves because the response time for the County will be poor they are never in our area. Hubbard police department is just down the road it should be very clear the choice.

Kris Sallee, Aurora asks about education that could be provided to the community.

Mayor Taylor at this point states let's put it to a vote.

I will accept a motion;

Councilor Vlcek moves that we go with the City of Hubbard receiving no second.

Councilor Graupp makes a motion to accept Marion County for police services and begin contract negotiations and Councilor Sahlin seconds. Motion is approved with 4 ayes and Councilor Vlcek opposed.

11. New Business

- A. Discussion and or Action on 21200 Highway 99E possible enforcement action.** , in 2003 there was conditional use agreement for landscape and fencing of the property signed, Councilor Sahlin states that we need to make him uphold what his agreement was. This was for 3months obviously we blew that stated Mayor Taylor.

Council decides to have City Attorney Koho send an enforcement letter out to the property owner.

- B. Discussion and or Action on Memo from City Recorder, Richardson for Lexipol Manual.** Discussion is brief considering we are now going to enter into contract with the County there is no need for a Manuel.

A motion to not renew the contract is made by Councilor Sahlin and second by Councilor Graupp. Motion Passes.

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12. Adjourn

A motion to adjourn the October 09, 2012, meeting at 8:53 p.m. was made by Councilor Sahlin and seconded by Councilor Graupp. Motion Passed Unanimously.

Greg Taylor, Mayor

ATTEST:

Kelly Richardson, City Recorder

Minutes
Aurora Planning Commission Meeting
Tuesday, October 02, 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
Scott Brotherton, Aurora

1. Call to Order of Planning Commission Meeting

The meeting was called to order by Planning Chair Joseph Schaefer at 7:00 p.m.

2. City Recorder Did Roll Call

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

3. Consent Agenda

Minutes

- I. Aurora Planning Commission Meeting –September 04, 2012
- II. HRB Minutes
- III. City Council – August 14 , 2012

Correspondence

- I. **OR 99E Woodburn to Aurora Corridor Segment Plan, Project Management Meeting #3.** There is a brief discussion on the 3 draft improvement options describing this memo, Planning Commission is asking City Planner Wakeley about drawings because it would be much easier to grab the concept I had included them by email, Chairman Schaefer asks if we are in a hurry to provide comment Wakeley informs the Commission that she had provided a response in my review asking for clarity honestly I have not heard back nor about a meeting. Soon there will be an open house at Hubbard

City Hall and these options will be discussed I do not have a date for that I have not been attending just reviewing and commenting however it might be a good idea for someone from the city attend.

The Commission requested drawings for the next Planning Commission meeting.

II. **Email from ODOT, New Enhance Application Solicitation**, City Planner Wakeley is happy to have PC provide comment on this ODOT STIP application process this is new from ODOT. Wakeley states that I have spoke to ODOT about Aurora/Donald interchange and the continuation of sidewalk along 99E if there are others you can let me know. Side note in speaking to several of the County planners this application process the Woodburn interchange has received funding and they will be shutting down 99E for quite a while. I have asked for more information on this I will be sharing with everyone once I receive it. I am not sure if you can request help from the County or State to help with signage to make everyone aware. Councilor Graupp states it will be limited access not fully closed. Chairman Schaefer states that I would like to comment that the Hubbard cut off would be the way to go so let's confirm that traffic get detoured away from Aurora to 551 however Townsend says no it's good that they come into town. With the STIP Aurora/Donald interchange, side walk project am I hearing that this is something that we want to see keep moving forward because if it is not on the ODOT list for 2015 it will not be considered.

Councilor Graupp states that I would like to see the safety flashing light Board member Townsend stated that originally we had asked for a sidewalk on the west side of 99 by the yarn shop for safety and we did not make it into their cycle to be approved.

Wakeley states that funds are reduced so sorting through how we get these items added for business. This application is 5 pages. I have not heard a lot of excitement on these three intersections that are proposed from ODOT.

Commissioner Rob Graham will help assist Wakeley on this grant application for the STIP.

Motion to approve the consent agenda was made by Commissioner Gibson and seconded by Commissioner Graham.

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. Public Hearing

A. Discussion and or Action on Extended/Continuation of CPMA-12-01 Anthony Fidanzo,

Was called to order at 7:15

The applicant is not here to night, City Planner Wakeley gives a report or recollection on the process to date and so far MR. Fidanzo has been receiving positive comments however he has nothing in writing and Wakeley asked for an extension in this matter.

Currently we are covered by the 120 day rule agreement that Mr. Fidanzo signed and I recommend or ask for a continuance on this matter.

A motion is made by Commissioner Fawcett to continue the hearing until November 6, 2012 at the next regularly scheduled meeting and is seconded by Commissioner Graham. Motion Passes.

The Public Hearing closed at 7:20 with no comments from the audience.

6. New Business

A. Discussion and or Action on request for extension Gateway Aurora Project and Subdivision by Bixler.

Chairman Schaefer asks about the history of this extension and Wakeley states originally they were given 3 years at which point now Mr. Bixler submits a letter to Council and asks that it be extended for 2 years. Wakeley states that we have repeatedly asked for items and about half of the items we are requesting are getting lost at this point I think a 2 year extension is overly generous and I believe a one year is adequate.

A motion is made to recommend an extension for 1 year to City Council by Commissioner Sallee and is seconded by Commissioner Willman. Motion approved based on Municipal Code 16.76.360.

B. Discussion and or Action on Email from Sandra Larsen Department of Aviation.

City Planner Wakeley states, there is no formal action so that is why I did not submit a staff report. I looked at this situation and since this is over the height restriction in your code I then contacted the Department of Aviation and

Mr. Pitchford felt as though because this was so far away from the airport this should not be an issue, however based on our code I had to look into it. Since then he is no longer interested in the property because he does not feel he is subject to ODA 7640 form. However maybe we look at this and see if this is overly strict for the entire city. I wanted to bring this to your attention and this maybe one that we look at it and shrink the overlay zone in regards to this situation. Mr. Pitchford stated that some trees are taller and the city's own water tower is higher than that. Since we do not have anything in front of us I am not requesting a ruling just wanted to bring it to your attention.

HRB Board member Townsend asks if this would be a situation to notice surrounding properties, and I would ask that you considered looking at this situation and review the overlay to find out if this is warranted.

7. Old Business

A. Discussion and or Action on Historic Review Board Guidelines

- **Review of Title 17 revisions,**

Chairman Schaefer explains basically I followed the standard format in the code and I did go with the city standard numbering,

What I added here is that it gave the HRB the ability to approve or adopt the inventory and this is 17.04

- First change is on the inventory, and having it apart of the appendix and be part of the code.
- Question is the issue of how to inform citizens of the code standards, City Recorder states that the staff informs citizens already, and as they come into the office we hand out material.
- 17.04.50 A. this is where we put in applicability, Townsend states that demolish and remove are missing.
- Definitions, pg 401 new definitions for colony structure and bricks or masonry are new, Finished Material I would add to that siding and trim.

Masonry definition, Townsend feels that it is missing some items, to make this definition clear.

- 17.16
- I made changes to this section for clarity
- 406 pg, item 4 approval of application under this title.
- 407 pg amendments to guidelines and inventory, again this is procedural,

There is a lengthy discussion on neon or LED open signs. PC wants to allow however HRB does not want this. Commissioner Willman is totally against not allowing a neon sign because it is very hard to see if a business is open or not.

Salle states there should be some compromise because we need to let people know if these businesses are open or not.

Chairman Townsend of the HRB states that if you approve this you will have every store front displaying a neon sign and this will not be a look that we want in the historic sign.

Councilor Brotherton a guest, if you're a business that deals with cash basics it could be allowed however could you limit it if you were a church no not really but we could limit it as per size.

As per the discussion and the ability to not come to a decision Chairman Schaefer requests that HRB do some research on how other Historic towns have dealt with this? We will resume the discussion on how to handle neon and or LED lights then.

- Accessory Dwelling mostly formatting
- 17.28.50 was added for outdoor display, this is in the base code allows however in the guidelines it has a specific item.
Not sure if we need this here because it is A,B,C are in the base code.

- D. adds language from Guidelines section 15 for displays.
- 17.010 Contributing Structures, Schaefer states should be no cannot move, Townsend states if the building is in danger it should be allowed to be moved.
- Fences, Stock does this mean wire Chairman Schaefer asked, Townsend states that this should be allowed.
- What about old fashion rod iron fences, what if someone is in a nonconforming structure next to the museum then how do you know if this applies. If it is not listed as allowed then it is prohibited.
- We do not address what is appropriate, we are going to allow or not.
- **Porches**, Schaefer states that a brick or masonry porch doesn't fit and other members of Planning Commission did not agree.
It is discussed to keep section A or not in the 17.36.040 it is determined that we need to tidy it up and not make people have a wooden only porch structure after the discussion is completed.

At the next November meeting a complete draft of these items will be presented for better clarity these list are just a few highlights of discussion that took place.

8. Commission Action/Discussion

- A. City Planning Activity (in Your Packets)
Status of Development Projects within the City.

9. Adjourn 9:15 P.M.

A motion to adjourn the October 02, 2012 meeting is made by Commissioner Fawcett and seconded by Commissioner Willman. Motion Passes Unanimously.

Chairman, Schaefer

ATTEST:

Kelly Richardson, City Recorder

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

Date application was heard by HRB: October 17th 2012

Date this Notice is mailed: 10-23-2012

Name of Applicant: Merra Frochen

Applicant's Mailing Address: PO BOX 325, Aurora OR 97002

Project Description: Re- roofing

Subject Property Address: 21512 Martin Street, Aurora OR 97002

Findings:

This application is approved per the City of Aurora Design Review Guidelines for Historic District Properties, Preserve Original Roof Materials Where Feasible-page 39, #47.

The application was approved with White roofing membrane for the top flat portion of the roof and is not visible from anywhere but the sky and the brown roofing membrane for the lower section of the roof, which is visible from street. (Facing 99e)

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 - 21420 Main Street, Aurora, Oregon. Ph: 503.678.1283

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 at Aurora City Hall

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



Karen Townsend, Chair, Aurora Historic Review Board

10/23/12

Date of Signature

**HISTORIC REVIEW BOARD MINUTES
21420 MAIN ST. NE, AURORA OR 97002
September 27th 2012**

Staff Members Present: Sophia Kuznetsov, Administrative Assistant

Others Present: None

The meeting of September 27, 2012 was called to order at 7:00 p.m. by Chairman Townsend.

Administrative Assistant takes Roll Call

Chairman Karen Townsend – Present
Vice-Chair Gayle Abernathy – Present
Member Bill Simon – Present
Member Merra Frochen – Present
Member Mella Dee Fraser – Present

CONSENT AGENDA

A motion to approve the HRB minutes of September 27, 2012, with corrections, was made by Merra Frochen, seconded by Bill Simon and passed unanimously.

CORRESPONDENCE

None

VISITORS

Joseph Schaefer	Aurora	Planning Commission Chair
Bill Graupp	Aurora	City Council Member
Janise Valentine	Aurora	14629 Ehlen Rd
Rodger Eddy	Portland	2582 NW Lovejoy St
Amy Tabor	Molalla	516 Pegasus Ct
Tracy Schaefer	Aurora	21527 Hwy 99E

Rodger Eddy - came to the meeting because he was under the impression that the Historic Review Board was going to discuss his application for his property at 21520 Main St. He was informed that his application was not on the agenda and the HRB cannot make a decision on his application unless it was on the agenda.

Joseph Schaefer, Planning Commission Chair- Came to the meeting to update the Historic Review Board on the revisions of the guidelines, he has listened to the suggestions that were made during the September Planning Commission meeting and made some changes to the revision. He extended a welcome to all the Historic Review Board members to come to the October 2nd 2012 meeting to participate in the revision discussion.

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 October 2nd 2012 Planning Commission Meeting.

B. Discussion and/or action on sign application at 21527 Highway 99E for Amy's Pet Grooming, added onto the agenda per request of Chairman Townsend

- Discussion on the LED lighted "Open" Sign - There was not enough information as to what kind of LED lighted sign was to be used when the sign was originally addressed, Chairman Townsend was under the impression that an LED light bulb was to be the direct lighting for an "Open" sign. When it was clarified in the September meeting, HRB was informed that the sign was an LED internally illuminated sign.
- Internal Illuminated signs, whether they are florescent, neon and/or anything similar (LED) are not allowed as per the Aurora Historic Guidelines and the Historic Review Board does recognize that.
- The applicant had bought the sign based on the information that was given, the board wanted to come to a fair decision. Due to a misunderstanding of the information the applicant will get a temporary exemption on her LED sign.

A motion to deny the LED sign was made by Gayle Abernathy; motion fails for lack of a second.

A motion to approve the LED sign as a temporary exception for 6 months in which time a Historic Guidelines approved "Open" Sign will be replace it, was made by Merrra Frochen; seconded by Bill Simon-and passed unanimously.

NEW BUSINESS

- A. Discussion and/or action on application for replacement of 3 garage doors at 14629 Ehlen Road submitted by Bill Graupp.

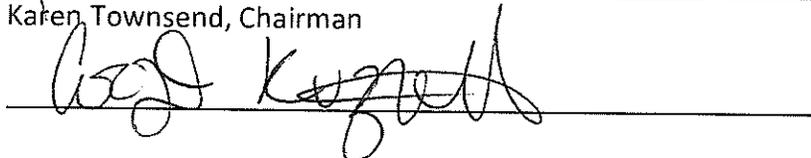
A motion to approve the application as presented, was made by Gayle Abernathy, seconded by Mella Fraser and passed unanimously.

ADJOURN

A motion to adjourn was made at 9:02pm by Bill Simon seconded by Mella Fraser and passed unanimously.



Karen Townsend, Chairman



Sophia Kuznetsov, Administrative Assistant

Correspondence



citycounty insurance services
www.cisoregon.org

REAL-TIME RISK

Photo taken by Tracy Keebler, OregonLive. Pole Creek wildfire near Sisters

News, Updates and Emerging Risk Management Issues
of Interest to CIS Members

October 2012

Are You Legally Compensating Your Volunteers?

Or, when is a stipend more than it seems?

Thanks to the Special Districts Association of Oregon, which provided much of the content for this article.

Many CIS members rely on the skills and talents of volunteer firefighters and EMTs. And many entities compensate those volunteers to cover expenses, or by paying some form of nominal stipend. But there are rules that cover what is and is not allowable, and the repercussions of not following those rules can have financial and legal consequences.

The Issue

Earlier this year, the U.S. Department of Labor ordered two Oregon fire districts to pay some \$100,000 in back wages to volunteer firefighters, ruling that those volunteers should have been paid as employees. Under the Fair Labor Standards Act a public agency volunteer cannot receive compensation, but can

ADDITIONAL INFORMATION

If you're not sure about the status of your volunteers it may be a good idea to check in with your CPA or attorney.

A 2008 Department of Labor opinion letter citing the "20% rule" can be found at http://www.dol.gov/whd/opinion/FLSA/2008/2008_12_18_15_FLSA.pdf

503-763-3800 800-922-2684
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Real-Time Risk • October 2012

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be paid expenses, reasonable benefits, or a nominal fee or any combination of these as long as they don't exceed 20% of the average hourly pay of a full time firefighter. The nominal fee can be paid on a yearly, monthly or per call basis and cannot be tied to productivity or used as a substitute for wages.

Paying volunteers more than 20% of what an employee receives changes their status – and results in a mandate to pay them minimum wage and overtime. Those volunteers also would need to be under your workers' comp coverage if they aren't already.



Allowable Volunteer Compensation includes:

Uniform allowances, reasonable cleaning expense, wear and tear on personal clothing worn during volunteer services

- Costs of meals and transportation expenses
- Tuition, transportation and meal costs for attending classes related to volunteer services
- Cost of books, supplies or other materials essential to volunteer training.

The types of benefits that you are allowed to provide your volunteers include:

- Liability insurance
- Health insurance (if permitted by your health insurance carrier)
- Life insurance
- Disability insurance
- Workers' compensation
- Pension plans
- Length of service award
- Personal property tax relief.

November 8, 2012

Wastewater Treatment Plant Update:

In the month of October:

Operated and maintained the treatment plant to meet all standards set forth in the NPDES permit along with the added requirements of the Consent Decree with the Willamette River Keepers.

Influent flow for the month of October was 1.912 million gallons.

There was no effluent discharge in October.

The new aeration system has been working as designed. It has cut the electrical cost at the plant in half.

Routine and annual maintenance on equipment in preparation for the start of River discharge season.

The staff has also been working on balancing the solids inventory in the aeration basin and has been waste pumping to the geotubes.

General housekeeping and landscape maintenance.

Otis Phillips

Wastewater Operator

City of Aurora

Work Cell 503-519-6426

Plant Phone 503-678-1035

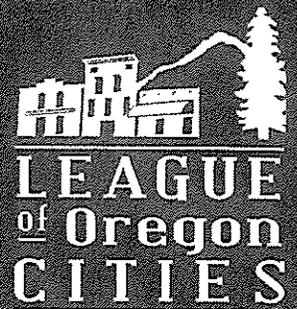
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LEAGUE OF OREGON CITIES

**IMPACTS OF RECENT
COURT FINES
LEGISLATION ON
MUNICIPAL COURTS**

A Case for Reform

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Impacts of Recent Court Fines Legislation on Municipal Courts: A Case for Reform

A League of Oregon Cities Research Brief

Executive Summary

This research brief describes the role of municipal courts, outlines recent changes in legislation related to court fines, and discusses the potential impacts of such legislation on municipal courts. Municipal courts provide an important service for all Oregonians by swiftly adjudicating small disputes, violations and misdemeanors that would otherwise clog the state's circuit courts. Over the last decade, the Legislature has revised court fines and assessments in an attempt to adequately fund state justice systems while maintaining fair and predictable fine amounts. The most recent of these changes, HB 2712 (passed in 2011), eliminated previous assessments and replaced them with a requirement that the first \$60 of any fine be paid to the state. HB 2712 also established presumptive fine amounts that apply statewide, and eliminated variability in the fine amounts based on the court into which a person is cited.

A careful analysis of HB 2712, survey results and case studies indicate that HB 2712 has significant potential to negatively impact municipal court revenues. The likely impacts stem from two major changes to the court fines system: (1) new minimum and presumptive fine amounts, with the new minimum amounts being lower than in previous fine schedules, and (2) the change to include a \$60 uniform assessment as part of local code violations (under the new system, cities must take the \$60 out of the local code violation fine instead of adding assessments on top of the fine as was previously done).

There is much still unknown about the effects of HB 2712, and each city is likely to experience impacts differently due to differences in fine schedules, reduction amounts and collection rates. Although some cities may be minimally impacted, cities with a significant number of low local violation fines, cities with high reduction rates, and those cities that had a higher base fine set in local code are the most likely to be financially hurt by the new system.

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Introduction

Oregon municipal courts are a critical part of the statewide administration of justice. Recent legislation regarding the Oregon court fines system has raised questions as to whether the new changes will impact the viability of municipal courts. This research brief describes the role of municipal courts, outlines recent changes in legislation related to court fines, and discusses the potential impacts of such legislation on municipal courts.

Background on Oregon Municipal Courts

There are 135 municipal courts in Oregon.¹ Municipal courts operate pursuant to a city's home rule authority and are independent of the state unified court system. Municipal courts have no jurisdiction over felonies. They do have jurisdiction over misdemeanors and state and local non-criminal violations.

Municipal courts are as unique as the cities they serve; there is no standard-model municipal court. Some municipal courts are courts of records; most are not. Some cities limit their municipal court jurisdiction to only violations. Others are as busy as some county circuit courts with jurisdiction over state and local misdemeanors as well as state and local violations. For example, in fiscal year 2011-12 the Beaverton, Medford and Springfield municipal courts each received more than 2,200 criminal filings. Over that same period of time, the Salem and Corvallis municipal courts each received more than 20,000 violation filings. In comparison, in 2011 Clackamas County Circuit Court had 28,000 total filings, and Douglas County Circuit Court had approximately 13,700.

Municipal Courts Provide a Crucial Service in Communities across Oregon

Although municipal courts are not part of the state court system, they are a valuable complement to Oregon's criminal justice system. Municipal courts adjudicate quality of life offenses (e.g. trespass, vagrancy) that, due to fiscal limitations, are no longer regularly prosecuted by district attorneys in circuit court. Providing this service frees up resources in the circuit courts to allow for the adjudication of more serious felony offenses. Municipal courts are also able to swiftly adjudicate small disputes before they grow into larger, more serious problems.

Municipal courts are also convenient for local residents. When a city is not otherwise home to a circuit court, the presence of a municipal court saves community residents and local police time and money whenever they are required to appear in court. Because municipal courts are more localized in their focus, their judges are sometimes better positioned than circuit or justice court judges to craft individualized sentences and probation terms that can influence and deter future criminal behavior.

Funding a Justice System: Current Distribution of Fines and Assessments

Although municipal courts are established under a city's home rule authority, state law requires municipal courts to adhere to certain statewide practices when it comes to fines and

¹ A 2012 League of Oregon Cities survey identified 135 municipal courts. Other reports state there are 139 municipal courts. The discrepancy in numbers is likely due to closures in recent years.

allocations. In Oregon, all fines imposed upon a convicted person (whether in circuit, justice or municipal court) constitute a single financial obligation of the convicted person. As the person pays the fine, the court must divide the obligation and distribute the money paid in accordance with state law.

There are five levels of priority for payment on judgments of conviction. All payments are applied against the highest priority obligation until that obligation is paid in full; the two first high priority payments go to the state. After the state is paid, cities and counties receive payment.

- Level I: The first (and highest priority) obligation level is comprised of compensatory fines. These are fines imposed against a defendant and payable directly to a victim as a penalty for the commission of a crime that results in personal injury or property damage. These types of fines are not commonly imposed on convicted defendants.
- Level II: The second obligation level is subdivided into Type 1 and Type 2 obligations. Type 1 obligations mainly involve awards of restitution paid to victims. Type 2 obligations mainly involve fines payable to the state, including fines payable to the state by justice and municipal courts. Any payment toward Level II obligations is evenly split between applicable subtypes until one is paid in full, then the remaining subtype receives all of the Level II payment until it is paid in full. Only after all Level II obligations have been paid in full will lower-level obligations begin to be paid.
- Level III: The third obligation level is comprised of fines payable to cities or counties. In effect this means that cities and counties have a lower priority of payment than the state.
- Level IV: The fourth obligation level consists of any amounts other than fines that are owed to a city or county. For example, a convicted defendant's required repayment of court-appointed attorney fees in a municipal court prosecution is a Level IV obligation.
- Level V: The fifth (and lowest priority) obligation level are amounts payable for reward reimbursement. Like compensatory fines, these types of obligations are not commonly imposed on convicted defendants.

The portion of fine revenue required to be paid to the state by justice and municipal courts does not come back to help fund court operations. Instead, moneys from judgments of convictions that come to the state and are not paid out to victims are deposited into the state's Criminal Fines Account. Moneys in the Criminal Fines Account are then to be allocated for the following purposes, keeping in mind historical funding levels:

- Public safety standards, training and facilities;
- Criminal injuries compensation and assistance to victims of crime and children reasonably suspected of being victims of crime;
- Forensic services provided by the Oregon State Police, including, but not limited to, services of the state medical examiner;
- Maintenance and operation of the Law Enforcement Data System;

- Law Enforcement Medical Liability Account;
- State Court Facilities and Security Account;
- Oregon Department of Corrections for community corrections grants;
- Oregon Health Authority for the purpose of grants for the establishment, operation and maintenance of alcohol and drug abuse prevention, early intervention and treatment services provided through a county;
- Oregon State Police for the purpose of the enforcement of the laws relating to driving under the influence of intoxicants;
- Arrest and Return Account;
- Intoxicated Driver Program Fund.

Moneys in the Criminal Fines Account may not be allocated for the payment of debt service obligations, and any undistributed moneys in the account must be deposited in the state's general fund.

A Historical Perspective on Oregon's Court Fines Structure

Over the last decade, the Legislature has revised court fines and assessments in an attempt to adequately fund state justice systems while maintaining fair and predictable fine amounts. The court fines system of recent years can be understood as three distinct eras: 2006 to 2009, 2009 to 2011 (characterized by HB 2287 and the introduction of a \$45 surcharge), and 2012 to present (characterized by HB 2712 and a new uniform fines schedule).

2006 to 2009

In 2006, the fine schedule for Oregon Revised Statute (ORS) violations included a "base" fine amount for each type of violation along with mandated assessments (a county assessment that varied from \$0 to \$66 [Appendix A] depending upon the fine amount imposed and a unitary assessment of \$37²) that were added to the fine and then distributed to state and county agencies.

2009 to 2011

In 2009, HB 2287 added a surcharge of \$45 to the existing court fines and assessments. This surcharge applied to all violations (except parking) committed between October 1, 2009 and June 30, 2011. For citations under ORS, the state received the \$45 surcharge; cities received the revenue when the citation was cited into the city's local court by city police. Also in 2009, the Legislature formed the Joint Interim Committee on State Justice System Revenues to review Oregon's filing fee and criminal fine structure. Based on the recommendations of the committee and others, HB 2712 was introduced.

² Fines for certain speeding violations in a vehicle that required a commercial driver license had an additional \$42 enhancement added to the \$37 unitary assessment.

2012 to present

HB 2712 (passed in 2011) eliminated the unitary assessment and the county assessment and replaced them with a requirement that the first \$60 of any fine go to the state.³ HB 2712 also established presumptive fine amounts (in place of base fines) that apply statewide, and eliminated variability in the fine amounts based on the court into which a person is cited. The bill provides for judicial discretion to reduce the presumptive fine by up to 50 percent. HB 4167 (2012) clarified the implementation date of aspects of HB 2712 and exempted parking tickets.

Impacts of HB 2712

Exact Financial Impact Unknown at this Time

In mid-2012, the League surveyed municipal courts to attempt to identify the exact statewide financial impacts of HB 2712. Due to the following factors the survey was unable to identify the exact financial impact:

- Municipal courts have had limited experience under the new legislation. The presumptive fines and the \$60 distribution to the state became effective just six months prior to the survey and fell within the middle of the fiscal year.
- Municipal courts vary considerably in terms of number of cases heard, types of fines levied, collection rates, and reduction rates, thereby making extrapolations from the survey data difficult.
- A key data correlation needed to assess the impact of the \$60 assessment in any given case is the number of different types of fine violations. Although most municipal courts track fine revenue in the aggregate, and some keep data on type of case (i.e. traffic, DUI, trespass), revenue by type of case is not often readily available.
- HB 2712 is among a host of other factors that impact court revenues, some of which cannot be quantified. These other factors include: caseloads; crime rates; the classes of crimes and violations adjudicated in any given year; collection rates; and the degree to which individual judges will reduce fines.

Although an exact figure is not available, a careful analysis of HB 2712, survey results and individual case studies demonstrate that HB 2712 has significant potential to impact municipal court revenues. The League of Oregon Cities surveyed 135 municipal courts across the state and conducted case studies on four municipal courts of varying sizes and geographic locations (case study cities include Beaverton, Florence, Pendleton and Salem). Based on these results and a detailed review of court fines schedules and recent legislation, the League found that the likely impacts of HB 2712 stem from two major changes to the court fines system: (1) new minimum and presumptive fine amounts, and (2) the change to include the \$60 uniform assessment as part of local code violations instead of added on top of the fine. Both changes have the potential to negatively affect municipal court revenues.

³ This is a significant departure from the previous system in which state and county assessments were added on top of local code violations. Previously when the imposed fine was paid, the added assessments were passed on to the state and counties, while the city retained the full amount of the fine designated by city code. Now \$60 is taken from the designated city code amount and given to the state.

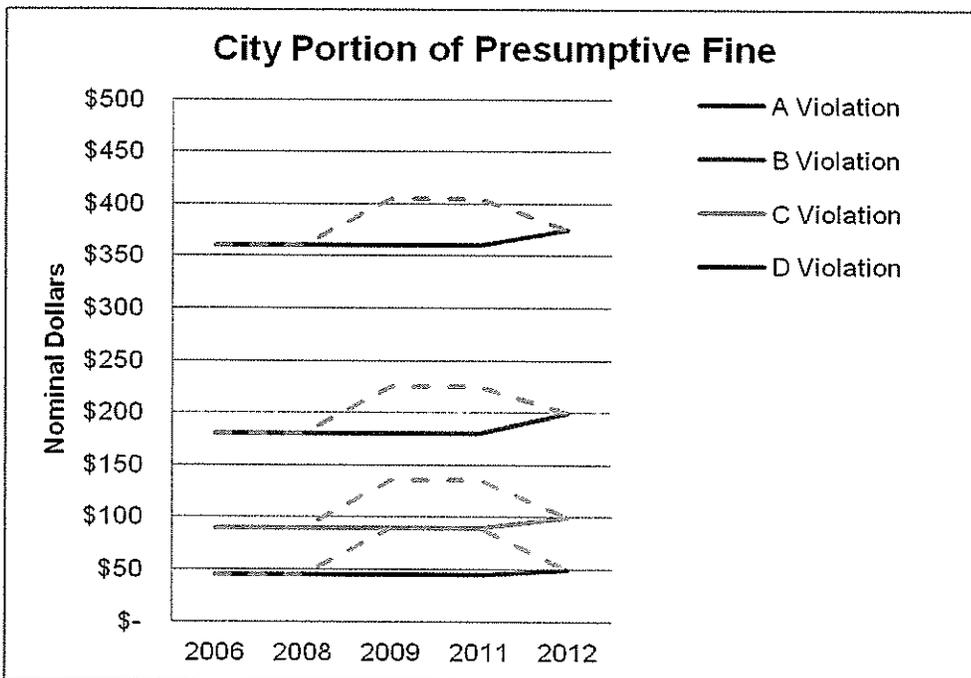
New Minimum Fine Amounts Can Adversely Affect Revenue

The new minimum fine amounts are lower than ever before. Many cities will likely see a negative change in revenues due to the expiration of the \$45 offense surcharge. However, a comparison of presumptive (i.e. base) fine amounts shows that even without considering the surcharge cities may suffer negative revenue repercussions if judges reduce fines to the minimum fine amount. Table 1 shows the difference in fine revenue from state offenses allocated to cities based on comparisons between 2011 (excluding the \$45 surcharge) and 2012 (new amounts introduced under HB 2712).⁴

Table 1: Difference in What Cities are Allocated (2011 to 2012)⁵			
Minimum Fine Amount⁶		Presumptive Fine Amount	
Violation Type	Loss or Gain (2011 to 2012)*	Violation Type	Loss or Gain (2011 to 2012)*
A	-\$87	A	\$15
B	-\$38.25	B	\$20
C	-\$25.50	C	\$10
D	-\$9.50	D	\$5

*Difference does not include the \$45 surcharge that cities were receiving in 2011. Actual revenue differences will be less an additional \$45 for both minimum and presumptive amounts if the \$45 surcharge is considered.

Figure 1: Changes in City Portions of ORS Presumptive Fines Over Time



Note: There is no fine schedule available online for 2007.

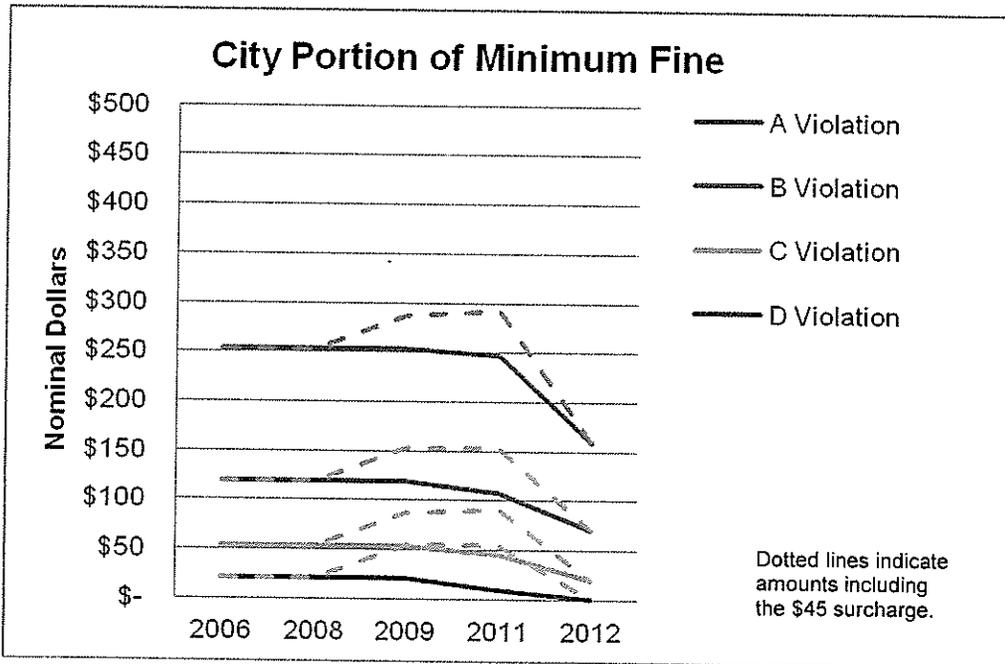
⁴ DUIs and other misdemeanors do not have a standard fee schedule available, so we are unable to provide comparisons for those citations. Most DUIs are handled by diversion.

⁵ See Appendix C for a complete comparison of the city portions of ORS fines from 2006 to 2012.

⁶ Differences do not account for inflation. See Table 3 for inflation corrected numbers.

As seen in Table 1 and Figure 1, municipal courts could see more fine revenue under HB 2712 if defendants are assessed the presumptive (i.e. base) fine amount.⁷ However, municipal courts see less fine revenue today than they did previously on violations at the minimum amount⁸ because the new 2012 fine schedule lowers minimum fines to amounts lower than 2011 and 2006 fine schedules (See Figure 2 and Appendix C).⁹

Figure 2: Changes in City Portions of ORS Minimum Fines Over Time



Note: There is no fine schedule available online for 2007.

A Closer Look at the Financial Impacts of Fine Reduction

A city that currently fines at the minimum amount on the fines schedule will lose revenue on a fine-by-fine basis. The minimum fines outlined in the 2012 fines schedule are approximately 50 percent of the presumptive fine amounts. Most municipal courts reduce fines from their presumptive fine amounts, in particular for defendants with a good record. The reduction amount is a key factor in whether cities will see more or less revenue under the new system. Cities cannot reduce fine amounts more than 27-31 percent (depending on violation type) without losing revenue that they would have had under the 2006 system (see Appendix B), or more than 29-37 percent to remain comparable to 2011 revenue (Table 3).

⁷ Assumes collection rates and other variables would remain consistent.

⁸ Assumes all factors remain equal. Differences in collection rates, reductions levels and type of violations and citations from year to year all impact revenues, so it is difficult to determine the exact impact on cities.

⁹ Minimum fines were reduced in 2011; however, due to a change in the temporary offense surcharge for minimum violations from \$33.75 to \$45, the change may not have had immediate revenue impacts. Previous to the 2011 fine schedule, the surcharge was reduced to \$33.75 for minimum fines, meaning cities received 25% less of the offense surcharge per minimum fine. In the 2011 fines schedule the surcharge was kept at \$45 for minimum fines.

Table 2: Percentage Reduction Possible Without Losing Revenue¹⁰			
Violation Type	Total Presumptive Fine (2012)	2012 Fine Amount Needed to Equal 2011 Revenue After \$60 Assessment	Maximum Reduction Allowable to Equal 2011 Revenue in 2012
A	\$435	\$307	29%
B	\$260	\$168.25	35%
C	\$160	\$105.50	34%
D	\$110	\$69.50	37%

The majority of respondents to a recent League survey reduce fines by 25 percent or less, and the average reduction is 24 percent.¹¹ A 25 percent reduction is typically not enough for a city to see less revenue as compared to pre-HB 2712 fine amounts (see Appendix B).

Although the majority of survey respondents may not reduce at levels that would cause them to collect less revenue under the new system, there are municipal courts in Oregon that regularly reduce to the minimum fine amount. Specifically, any courts following the guidance of Chief Justice Order No. 11-095 would likely lose money on a fine-by-fine basis (all other factors being equal).¹² The order states that if an offense is a class A, B, C or D violation, and the defendant has a good record, the Violations Bureau will reduce the fine by half. Five cities responding to the survey reduced at levels that could cause them to lose fine revenue, and there are likely other courts in Oregon that do the same. A D violation at the minimum level set by the state leaves cities \$0 in revenue after the \$60 disbursement to the state. In 2011 cities would have received \$9.50, in 2006 they would have received \$20.75 (see Appendix C).

Given discrepancies in how municipal courts collect and maintain case data, the LOC survey did not specifically identify the number of D violations processed by municipal courts. However, anecdotal accounts from cities cite D violations as one of the most common, and for courts where this is the case, financial repercussions seem likely. There may be some pressure in tough economic times for courts to reduce fines further than in years past; in fact, the city of Salem just recently increased their typical reduction amount from 25 percent to 35 percent. Those cities that make similar changes will likely see less revenue.

The Financial Impacts of the Presumptive Fine

Changes to the presumptive fine amount had a particularly onerous impact on certain cities with a high volume of cases. Prior to HB 2712, cities had the autonomy to set fines higher than the maximum ORS base fine amounts, and as such, the base fine amounts for some cities in

¹⁰ Methodology: The total minimum fine needed to equal 2006 revenue is calculated by taking the difference between the presumptive 2012 fine (-\$60, because the first \$60 of every fine goes to the state) and the city portion of the 2011 minimum fine (the minimum amount a city would receive from a violation, not including the temporary \$45 offense surcharge) and calculating what percentage that difference is of the 2012 presumptive fine.

¹¹ In a 2012 League of Oregon Cities Survey on Court Fines, 78% of respondents replied that they reduce by 25% or less. Response rate for survey: 53 out of 135 municipal courts (39%). Forty courts responded to the question about reduction rates (30% of municipal courts).

¹² The order states that 1) the defendant must request a reduction in the amount of the fine, and 2) a review of the defendant's driving record must show at least three years of good driving record (no more than two prior convictions). Source: Chief Justice Order No. 11-095, "Order establishing uniform fine schedule for violations," 2011.

2011 were higher than the new presumptive fines implemented in 2012, often in order to help cover the costs of high workloads. For example, before 2012 Beaverton set fines at 75 percent of the maximum value for ORS violations. The new presumptive fines are substantially lower, and Beaverton now receives 33 percent less on an A violation, 28 percent on a B violation, 30 percent on a C violation, and 31 percent on a D violation.¹³ By taking away the ability of cities to set their own fines for their own jurisdictions, cities like these that see a high volume of cases may very well be unable to raise the revenue necessary to continue to support their workload.

The Financial Impact of Inflation on Minimum and Presumptive Fines

When adjusting for inflation, HB 2712 minimum and presumptive fines have a negative impact for all cities. Under HB 2712, presumptive fines were set slightly above the base fines of the 2011 schedule. However, even though the new presumptive fines are slightly higher than the original 2006 base fine numbers, the increase is not enough to account for inflation at the A, B and C base fine amounts. When compared to the 2006 fines corrected for inflation and assuming no change in collection rates, cities are collecting less fine revenue on both minimum and base (i.e. presumptive) fine amounts than they did in 2006.

	Minimum		Base/Presumptive	
	2006	2012	2006	2012
Violation A	\$283	\$160	\$402	\$375
Violation B	\$134	\$70	\$201	\$200
Violation C	\$60	\$20	\$101	\$100
Violation D	\$23	\$0	\$50	\$50

*Adjusted for inflation using CPI-U OR/WA.

The \$60 Assessment Costs Cities Local Code Violation Revenue

Local code citation revenues are also impacted by HB 2712. The bill removed the ability of municipal courts to add the state and county assessments on top of the local code violation fine, and for the many courts that previously added the county assessment and unitary assessment on top of their fine schedules, the new system may cause significant loss of revenue. Additionally, the previous assessment structure scaled from \$0-\$66 depending upon the amount of the fine (Appendix A), with lower fines having a lower county assessment. After HB 2712, the uniform assessment is \$60, regardless of fine amount.

Pendleton's experience clearly demonstrates the potential revenue loss that comes from including the \$60 assessment as part of a local code violation fine. A seatbelt ticket or other class D violation fine in Pendleton is \$65. Previously, the full \$65 would go the city, and the state and county surcharges were added on top of the fine. Now the \$60 to the state comes out of the fine, so the city receives only \$5 of revenue. For dog-related ordinance violations and other low-fee charges, the fee is \$95, leaving the court with only \$35.

¹³ Percentage changes are based on 2011 fines and do not include the temporary \$45 percentage surcharge.

Table 4: An Example from Pendleton			
D Violation	Prior to 2012	2012	% difference
City Portion	\$65	\$5	-92%
<i>Other Entities' Portion</i>	\$55	\$60	
<i>Total Fine</i>	\$120	\$65	
Dog-related Ordinance	Prior to 2012	2012	% difference
City Portion	\$95	\$35	-63%
<i>Other Entities' Portion</i>	\$55	\$60	
<i>Total Fine</i>	\$150	\$95	

The full impact of this revenue loss depends upon the mix of local code and ORS violations for each court. Local code violations are a substantial part of the workload for many municipal courts. For example, in the city of Pendleton 51 percent of violations last fiscal year were local code violations (non-traffic) compared to 62 percent of total violations the year before.

Salem provides an example similar to Pendleton's:

Table 5: An Example from Salem			
Violation Under Salem Revised Code	Prior to 2012	2012	% difference
City Portion	\$250	\$190	-24%
<i>Other Entities' Portion</i>	\$62	\$60	
<i>Total Fine</i>	\$312	\$250	

With the \$60 now coming out of the fine, Salem receives less money for these types of violations.

Again, municipal courts are diverse and so every city may not share the experience of Pendleton and Salem. For example, the city of Florence structured its fine schedule before HB 2712 by incorporating ORS into its city code and including the assessments in the total base fine. Unlike many other municipal courts, Florence did not add the assessments on to their local code violations. Since the structure is the same for them now as it was before HB 2712, the city may be less impacted than municipal courts like Pendleton. However, Florence is likely to lose revenue on the lower fine amounts due to the change from a sliding scale for assessments (Appendix A) to the \$60 distribution to the state. Florence is earning \$15 less per class D violation (see Appendix D). They will earn more money per fine for higher fines under the new fine system, but if the majority of their cases are Class D violations they may still see revenue loss over time.

The Impact on Collection Rates Remains Uncertain

One of the reasons given for lowering fines across the board with HB 2712 was to improve collection rates. Given that the legislation was so recently implemented, it is difficult to judge whether this aim has been met. In the League survey, 79 percent of the cities that reported collection rates had collection rates of 60 percent or below for FY2011-12, so it would seem

that the introduction of lower fines has yet to have a drastic effect on collections. Cities could potentially be helped by access to more collection methods. The state, which has additional methods for gathering collections, has an enviable 64 percent collection rate.¹⁴

Table 6: Collection Rate Summary Table	
Collection Rate	Number of Cities
0 – 30%	5
30% – 60%	17
60% – 90%	6
90% and above	0

Municipal Court Responses to the New System

Much is still unknown about the impacts of HB 2712, and each city is likely to experience impacts differently, depending on fine schedules, reduction amounts and collections rates. Although some cities may be minimally impacted, those most likely to be financially hurt by the new system are cities with a significant number of low local violation fine amounts, cities with high reduction rates, and those cities that had a higher base fine set in local code.

HB 2712 went into effect in January 2012, giving courts little time to assess impacts, but some cities are already feeling financial repercussions. As the city of Keizer explains “Our assessment expenses to the state and county have consistently been about 16-17 percent for years. Due to the \$60 flat charge, that has increased to 27 percent in the last six months which equates to about \$50,000.”¹⁵ This July, Tillamook Municipal Court closed and all court business is now handled by the county justice court. The court decided to close because the traffic court’s revenues were not keeping up with expenditures. If municipal courts are further squeezed financially, more closures may be on the way. In fact, there are at least two courts that have considered closure due to recent legislation, and Eugene’s municipal court has reduced hours.

Table 7: Survey Question – Have you done or considered any of the following in response to recent court fines legislation?			
	Changes made in type of cases heard?	Closure of municipal court?	Charging more for code violations?
Have considered	4	2	6
Have done	3	0	4
Haven't considered	40	44	37
No response	6	7	6

¹⁴ Memorandum to Joint Interim Committee on State Justice System Revenue from John Borden of the Legislative Fiscal Office, May 16, 2012.

¹⁵ League of Oregon Cities Municipal Court Finance Survey, 2012.

Most courts have not made changes to court operations (see Table 7), but more changes may be on the way as courts start to feel the impacts of HB 2712.

Conclusion

Courts are already experiencing a change in revenue due to the expiration of the \$45 offense surcharge, but under the new system cities may have revenue levels lower than what they were experiencing in 2006 before the surcharge. Having adequately funded municipal courts are essential to the state justice system. If resources to fund municipal courts are diminished, some municipal courts may have a difficult time remaining open, which could lead an increase in the burden on other courts. Justice courts are also struggling, and at least one may soon be closing due to the reduction in revenues caused by HB 2712.¹⁶ The new system introduced with HB 2712 will impact municipal courts financially – the question is which courts and by how much.

¹⁶ Pfeil, R. (2012). “Justice Court may be closed: Passage of legislation means fewer dollars to finance operations,” *Mail Tribune*.

Appendix A

County Assessment Amounts Under Former Court Fines System (Prior to HB 2712)	
"Fine" Imposed (does not include unitary assessment or offense surcharge)	County Assessment
Up to \$4.99	\$0
\$5 to \$14.99	\$5
\$15 to \$49.99	\$15
\$50 to \$99.99	\$18
\$100 to \$249.99	\$25
\$250 to \$499.99	\$30
\$500 or more	\$66

Source: 2011 Minimum Base-Fine Schedule

Appendix B

Percentage Reduction Possible Without Losing Revenue – 2006-2012			
Violation Type	Total Presumptive Fine (2012)	2012 Fine Amount Needed to Equal 2006 Revenue	Maximum Reduction Allowable to Equal 2006 Revenue in 2012
A	\$435	\$313.25	28%
B	\$260	\$179.50	31%
C	\$160	\$113.75	29%
D	\$110	\$80.75	27%

Methodology: To calculate the total minimum fine needed to equal 2006 revenue, take the difference between the presumptive 2012 fine (minus \$60, because the first \$60 of every fine goes to the state) and the city portion of the 2006 minimum fine (the minimum amount a city would receive from a violation) and calculate what percentage that difference is of the 2012 presumptive fine.

Appendix C

Court Fines Comparisons for ORS Violations									
	2006			2009*			2012		
Violation Type	Total Min. Fine	Local Portion of Min. Fine	Others' Portion of Min. Fine	Total Min. Fine	Local Portion of Min. Fine	Others' Portion of Min. Fine	Total Min. Fine	Local Portion of Min. Fine	Others' Portion of Min. Fine
A	\$320.25	\$253.25	\$67	\$354	\$287	\$67	\$220	\$160	\$60
B	\$181.50	\$119.50	\$62	\$212.25	\$153.25	\$62	\$130	\$70	\$60
C	\$108.75	\$53.75	\$55	\$142.50	\$87.50	\$55	\$80	\$20	\$60
D	\$72.75	\$20.75	\$52	\$106.50	\$54.50	\$52	\$60	\$0	\$60
	2006			2009*			2012		
Violation type	Total Base Fine	Local Portion of Base Fine	Others' Portion of Base Fine	Total Base Fine	Local Portion of Base Fine	Others' Portion of Base Fine	Total Base Fine	Local Portion of Base Fine	Others' Portion of Base Fine
A	\$427	\$360	\$67	\$472	\$405	\$67	\$435	\$375	\$60
B	\$242	\$180	\$62	\$287	\$225	\$62	\$260	\$200	\$60
C	\$145	\$90	\$55	\$190	\$135	\$55	\$160	\$100	\$60
D	\$97	\$45	\$52	\$142	\$90	\$52	\$110	\$50	\$60

*2009 numbers include the \$45 surcharge (\$33.75 for minimum fines – surcharge was discounted to the same extent as the base fine when calculating the minimum sanction) that expired in June 2011.

Sources: 2006 Minimum Base-Fine Schedule, 2009 Minimum Base-Fine Schedule, 2012 Schedule of Fines on Violations. The presumptive fine in 2012 replaces the base fine. The terms "presumptive" and "base" are used interchangeably throughout this document.

City Portions of ORS Fines With and Without Temporary Surcharge

The \$45 offense surcharge was applied to all violations (except parking) committed between October 1, 2009 to June 30, 2011. The 2011 fines schedule lowered minimum fine amounts, but the increase from a \$33.75 offense surcharge for minimum violations to a \$45 offense surcharge may have masked the decrease in revenue coming to cities for minimum fines.

City Portion of Base Fine Without \$45 Offense Surcharge					
	2006	2008	2009	2011	2012
A Violation	\$360	\$360	\$360	\$360	\$375
B Violation	\$180	\$180	\$180	\$180	\$200
C Violation	\$90	\$90	\$90	\$90	\$100
D Violation	\$ 45	\$45	\$45	\$45	\$50

City Portion of Minimum Fine Without \$45 Offense Surcharge					
	2006	2008	2009	2011	2012
A Violation	\$253.25	\$253.25	\$253.25	\$247.00	\$160.00
B Violation	\$119.50	\$119.50	\$119.50	\$108.25	\$70.00
C Violation	\$53.75	\$53.75	\$53.75	\$45.50	\$20.00
D Violation	\$20.75	\$20.75	\$20.75	\$9.50	\$ -
City Portion of Base Fine With \$45 Offense Surcharge					
	2006	2008	2009	2011	2012
A Violation	\$360.00	\$360.00	\$405.00	\$405.00	\$375.00
B Violation	\$180.00	\$180.00	\$225.00	\$225.00	\$200.00
C Violation	\$90.00	\$90.00	\$135.00	\$135.00	\$100.00
D Violation	\$45.00	\$45.00	\$90.00	\$90.00	\$50.00
City Portion of Minimum Fine With \$45 Offense Surcharge					
	2006	2008	2009	2011	2012
A Violation	\$253.25	\$253.25	\$287.00	\$292.00	\$160.00
B Violation	\$119.50	\$119.50	\$153.25	\$153.25	\$70.00
C Violation	\$53.75	\$53.75	\$87.50	\$90.50	\$20.00
D Violation	\$20.75	\$20.75	\$54.50	\$54.50	\$ -

*No fine schedule posted online for 2007.

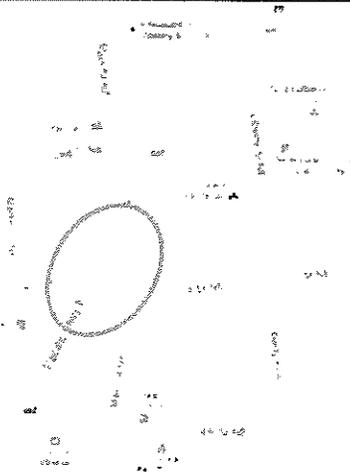
Sources: 2006 Minimum Base-Fine Schedule, 2008 Minimum Base-Fine Schedule, 2009 Minimum Base-Fine Schedule, 2011 Minimum Base-Fine Schedule, 2012 Schedule of Fines on Violations. The presumptive fine in 2012 replaces the base fine. The terms "presumptive" and "base" are used interchangeably throughout this document.

Appendix D

Florence Comparison of Local Code Fines Schedule (First offense)						
Violation Type	Prior to 2009 <i>(before \$45 assessment)</i>			2012		
	Total Fine	City Portion	Other Portion	Total Fine	City Portion	Other Portion
A	\$354	\$287	\$67	\$354	\$294	\$60
B	\$215	\$153	\$62	\$215	\$155	\$60
C	\$143	\$81	\$62	\$151	\$91	\$60
D	\$107	\$45	\$62	\$90	\$30	\$60

Source: Florence Municipal Court Fine and Assessment Schedules



Location: OR 99E/Main St., OR 99E/3 rd St. - Aurora	 <p style="text-align: right;">Source: Google Maps</p>
Milepost: 25.01	
Need: Skewed intersection	

Improvement Option #1

Description: Eliminate skewed intersection:

1. Close north leg of OR 99E/Main St. intersection (see improvement option for OR 99E/2nd St. intersection).
2. Close south leg of OR 99E/Main St. intersection.



Preliminary Cost Estimate:

Preliminary Engineering	\$2,000
Construction	\$5,000
Construction Engineering	\$1,000
Contingency	\$2,000
Total	\$10,000¹

* Crosswalk desired between 2nd St. and 3rd St. However, full crosswalk investigation will be required to determine safest location, in addition to crosswalk approval by State Traffic Engineer.

Benefits:

- Elimination of skewed intersection.
- Reduced number of traffic conflict points.
- Creation of small parcel that could be used for open space or as part of redevelopment.
- Improved pedestrian environment along OR 99E due to fewer intersections.

¹ Cost of vacating north leg of OR 99E/Main St. intersection included in cost of improvement option for OR 99E/2nd St. intersection.

Key Considerations/Notes:

- No additional right-of-way would be needed for this improvement.
- This improvement would result in the diversion of approximately 25 vehicles per hour from northbound Main St. to 3rd St.
- Vacated portion of Main St. could be converted into landscaping.
- Ten-foot sidewalks assumed.
- This improvement is not included in Aurora TSP.

Improvement Option #2

Description: Eliminate skewed intersections at OR 99E/Main St. and OR 99E/3rd St.:

1. Close north leg of OR 99E/Main St. intersection (see improvement option for OR 99E/2nd St. intersection).
2. Close south leg of OR 99E/Main St. intersection.
3. Realign east leg of 3rd St. to "T" into OR 99E.



- Crosswalk desired between 2nd St. and 3rd St. However, full crosswalk investigation will be required to determine safest location, in addition to crosswalk approval by State Traffic Engineer.

Preliminary Cost Estimate:

Preliminary Engineering	\$75,000
Construction	\$210,000
Construction Engineering	\$30,000
Contingency	\$85,000
Total	\$400,000²

Benefits:

- Elimination of skewed intersection approaches at OR 99E/3rd St. and OR 99E/Main St.
- Reduced number of traffic conflict points
- Creation of two parcels that could be used for open space or as part of redevelopment.
- Improved pedestrian environment along OR 99E due to fewer intersections.

Key Considerations/Notes:

- No additional right-of-way would be needed for this improvement.
- This improvement would consolidate two closely spaced intersections - OR 99E/Main St. (south leg) and OR 99E/3rd St.
- This improvement would result in the diversion of approximately 25 vehicles per hour from northbound Main St. to 3rd St.
- Vacated portions of Main St. and 3rd St. could be converted into landscaping.

² Cost of vacating north leg of OR 99E/Main St. intersection included in cost of improvement option for OR 99E/2nd St. intersection.

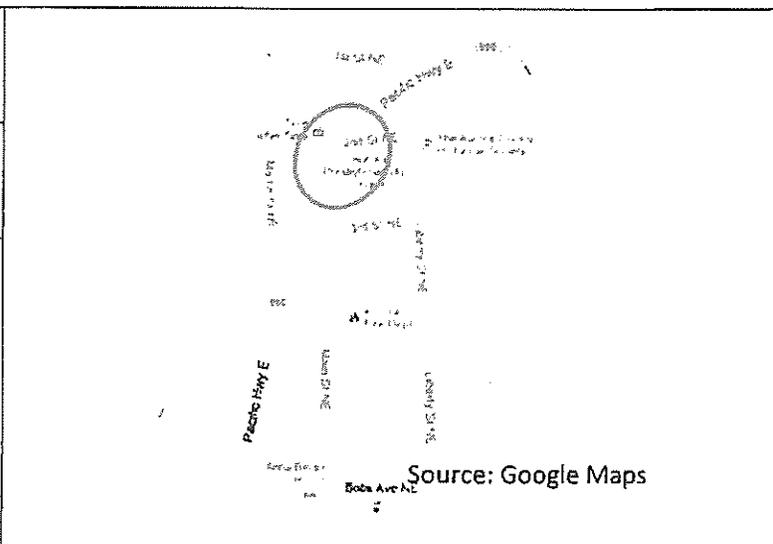
- Vacation of Main St. between 3rd St. and OR 99E would eliminate 15 parking spaces.
- Ten-foot sidewalks assumed.
- This improvement is not included in Aurora TSP.

Scoring			
Evaluation Criterion	Weight	Raw Score	
		Option 1	Option 2
1. Potential reduction in crash rate/severity	15	3	8
2. Type/level of geometric improvement	11	4	10
3. Type/level of bicycle/pedestrian facility improvement	10	2	4
4. Potential reduction in traffic conflicts	13	3	8
5. Potential reduction in congestion and delay	9	0	0
6. Reduction in number of access points	10	0	0
7. Improvement in access design	8	3	3
8. Minimization of impacts to environmentally sensitive areas	6	10	10
9. Minimization of impacts to EFU-zoned or developed parcels	5	10	10
10. Minimization of construction cost	7	9	1
11. Minimization of required right-of-way	4	10	10
12. Consistency with ODOT standards and local plans, policies	2	5	8
Total Weighted Score		395	571

Location: OR 99E/2nd St., OR 99E/Main St. - Aurora

Milepost: 24.95

- Needs:**
- Skewed intersections.
 - Substandard sight distance from westbound approach of 2nd St.



Improvement Option #1

- Description:** Consolidate OR 99E/2nd St. and OR 99E/Main St. intersections:
1. Close east leg of OR 99E/2nd St. intersection.
 2. Close west leg of OR 99E/2nd St. intersection.
 3. Close north leg of OR 99E/Main St. intersection.
 4. Realign Main St. to "T" into OR 99E.

Preliminary Cost Estimate:

Preliminary Engineering	\$75,000
Construction	\$210,000
Construction Engineering	\$30,000
Contingency	\$85,000
Total	\$400,000



* Crosswalk desired between 2nd St. and 3rd St. However, full crosswalk investigation will be required to determine safest location, in addition to crosswalk approval by State Traffic Engineer.

- Benefits:**
- Elimination of skewed intersection approaches at OR 99E/2nd St. and OR 99E/Main St.
 - Elimination of sight distance deficiency at OR 99E/2nd St.
 - Reduced number of traffic conflict points.
 - Creation of two small parcels that could be used for open space or redevelopment.
 - Improved pedestrian environment along OR 99E due to fewer intersections.

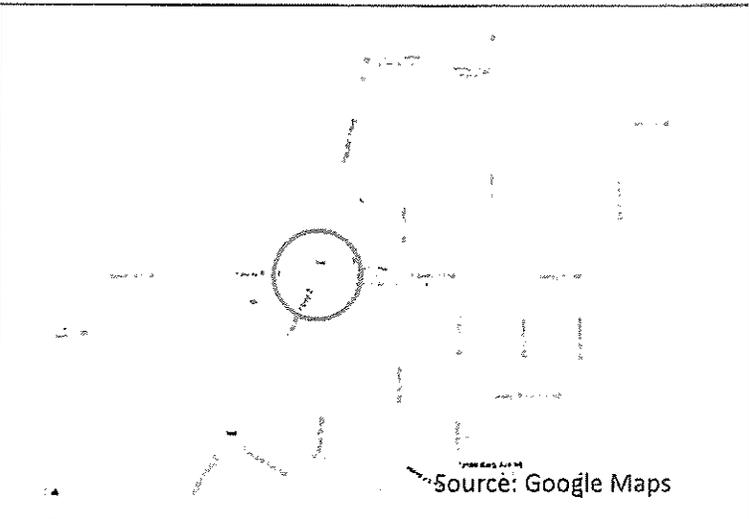
- Key Considerations/Notes:**
- No additional right of way would be needed for this improvement

- This improvement is not included in Aurora TSP.
- This improvement would vacate parts of 2nd St. and Main St., creating two small parcels.
- Ten-foot sidewalks assumed.
- Lost parking from vacation of Main St. could be provided along 2nd St., west of Main St.
- This improvement would result in the diversion of approximately 20 vehicles per hour from westbound 2nd St. to Liberty St. to the north and 3rd St. to the south.

Location: OR 99E/Ottaway Ave. - Aurora

Milepost: 25.56

- Needs:**
- Turn lanes
 - Capacity (future only)
 - Improved pedestrian safety



Improvement Option #1

- Description:**
1. Construct NB and SB left- and right-turn lanes.
 2. Add striping for EB and WB left-turn lanes.
 3. Construct bicycle lanes along both sides of OR 99E.
 4. Construct sidewalks on all intersection legs where currently not available.
 5. Install crosswalks with ADA ramps and illumination on all intersection legs where currently not available.
 6. Install traffic signal (future only).



Preliminary Cost Estimate:

Preliminary Engineering	\$250,000
Construction	\$900,000
Construction Engineering	\$100,000
Contingency	\$275,000
Total	\$1,300,000

- Benefits:**
- Reduced traffic conflicts along OR 99E due to turn lanes.
 - Improved pedestrian environment with additional sidewalks and crosswalks (crosswalks would be signalized and illuminated in future).

- Improved bicycle environment with addition of bicycle lanes.
- Future (signalized) intersection v/c ratio of 0.73 would meet both OHP and HDM mobility standards for Year 2035.

Key Considerations/Notes:

- All improvements are consistent with Aurora TSP.
- Right-of-way needs would be minimal.
- Bicycle lanes and sidewalk improvements along OR 99E would extend between beginning and end of NB, SB turn lane improvements.
- Bicycle lane improvements would connect to existing shoulder bikeways to north and south of intersection.
- Right-of-way cost not included in the preliminary cost estimate.
- Preliminary cost estimate assumes 6' bicycle lanes and 6' sidewalks.
- MUTCD traffic signal warrants would have to be met prior to installation of traffic signal.
- Future (unsignalized) intersection v/c ratio of >1.0 would not meet OHP or HDM mobility standards for Year 2035.

Low-Cost Improvement Options

- Reduction of speed limits (e.g., south of Aurora city limit)
- Rumble strips
- Lighting improvements
- Bus pull-outs
- Crosswalks
- Regular maintenance of pavement markings
- Bike lanes/bikeways and sidewalks

IBAC Bulletin

Fee Increase Takes Effect for Water Quality Permits

The Environmental Quality Commission's (EQC) 2.7 percent fee increase for most water quality permits took effect November 1. The increase was adopted October 25. The EQC has not proposed any major modification fee increases for Municipal Separate Storm Sewer System Phase 1 and Underground Injection Control permits.

Permit fees are intended to cover 60 percent of the program costs, while public funds cover the remaining 40 percent. The Oregon Department of Environmental Quality (DEQ) had originally proposed a 3 percent fee increase which would have increased the permit fees split to 67 percent of the costs and reduced the public funds to 33 percent. The 2.7 percent increase maintains the 60:40 agreed upon funding split.

New fee tables may be accessed [here](#).

Contact: Robin Freeman, Intergovernmental Relations Associate – rfreeman@orcities.org

New Clean Energy Tool Available

The U.S. Environmental Protection Agency (EPA) has just released a free risk assessment screening model, the Co-Benefits Risk Assessment (COBRA), to help cities estimate and map the potential costs and benefits of clean energy policies or programs. This is an effective tool for cities seeking to develop and implement cost-effective climate and energy strategies.

COBRA 2.4 includes updated emissions levels, health impact functions, health incident data, population projections, economic values and discount rate options that are all developed to be consistent with what EPA uses for regulatory analyses.

For more information, click [here](#).

Contact: Robin Freeman, Intergovernmental Relations Associate – rfreeman@orcities.org

November 2, 2012

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Like us on Facebook!



Thank You Cities for Responding to Infrastructure Survey

The League thanks the 78 cities (listed below) for taking the time to respond to the local project infrastructure survey. This data will assist the League in obtaining new revenue or maintaining current revenue in the upcoming 2013 legislative session.

Adair Village	Drain	Junction City	North Plains	Springfield
Albany	Dunes	Keizer	Philomath	Stanfield
Arlington	Eugene	Klamath Falls	Phoenix	Sumpter
Athens	Gold Beach	Lafayette	Portland	Sweet Home
Bandon	Gresham	Lonerock	Port Orford	The Dalles
Bay City	Halfway	Lowell	Prineville	Toledo
Bend	Happy Valley	Madras	Redmond	Turner
Brownsville	Harrisburg	Manzanita	Reedsport	Veneta
Canyonville	Heppner	Maupin	Richland	Vernonia
Central Point	Hines	Medford	Rivergrove	Wallowa
Columbia City	Hood River	Mill City	Roseburg	Warrenton
Coos Bay	Hubbard	Mitchell	Salem	Wilsonville
Corvallis	Independence	Monmouth	Sandy	Winston
Cottage Grove	Island City	Monument	Sheridan	Wood Village
Creswell	Jacksonville	Myrtle Beach	Sisters	
Culver	John Day	North Bend	Sodaville	

Contact: Robin Freeman, Intergovernmental Relations Associate – freeman@orcities.org

ODOE Opens New Tax Credit Competition

The Oregon Department of Energy (DOE) is now accepting applications for sustainable building energy conservation projects. There are \$600,000 in tax credits available for projects that demonstrate energy savings and a commitment to sustainable construction practices. Sustainable building projects include new construction or total building retrofits that are pursuing green building certification.

Written questions are due by 5:00 p.m. on **November 30** and the competition closes at 5:00 p.m. on **December 31**.

For more information and to obtain application forms, click [here](#).

Contact: Robin Freeman, Intergovernmental Relation Associate – freeman@orcities.org

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LOC Seeks Member Services Director

The League is seeking a new Member Services Director to succeed Jennie Messmer, who is planning to retire in March 2013. This is an exciting opportunity for a person with substantial city administrative experience to join this dynamic municipal league team. The position is being re-structured and will be responsible to design and implement new service delivery methods that will make greater use of part-time employees and contractors for the League's fee-based, individual city services. Application information and a full job description are available [here](#).

Small Cities Support Network

Mark your calendars for these upcoming regional meetings:

Region 3 – November 8, Halsey – 11:00 a.m. - 1:00 p.m.

Region 4 – November 9, Gold Beach – 11:00 a.m. - 1:00 p.m.

Call for Agenda Items: Would you like to discuss specific topics of concern within your area? Do you have a specific guest speaker or agenda item you would like us to consider?

Regional Listserv: City officials in specific regions can receive up-dates and meeting announcements via email by subscribing to their region's listserv.

Contact: Mandy Allen, Small Cities Support Network Coordinator – mallen@orcities.org or (503) 588-6550.

On the Web: www.orcities.org/smallcities

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Oregon Local Leadership Institute Training

Registration is now open for upcoming fall workshops. Click [here](#) to view the fall catalog with full workshop descriptions, dates, locations and registration information. To register, click [here](#).

Upcoming Workshops:

Government Ethics in Oregon

LGMC Approved: #10 Ethics & Leadership – 4 hrs.

~~La Grande – Nov. 7~~ **cancelled**

Bend – Dec. 6

Elements of Effective Supervision (two-part series)

LGMC Approved: #2 Human Resource Management – 20 hrs.

The Dalles – Nov. 8-9 & Nov. 15-16

Governing Basics – What You Need to Know

LGMC Approved: #8 Risk Management – 2 hrs., and #9 Councilor/Manager Competencies – 4 hrs.

Pendleton – Nov. 14

Bend – Dec. 5

Financial Analysis & Planning

LGMC Approved: Core area #1, Budget & Finance – 6.5 hrs.

Seaside – Nov. 26

Customer Service on the Front Line

LGMC Approved: Core area #7, Community Relations – 6.5 hrs.

Jacksonville – Nov. 29 (**full – waiting list available**)

Note: If you would like to reserve spots for your organization but do not know names until after the election, please email Kim Shook at kshook@orcities.org to register.

Contact: Kim Shook, Training Coordinator – kshook@orcities.org or (503) 588-6550

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As storm season nears, PGE asks: Are you prepared?

The news of Hurricane Sandy reminds us of the importance of preparing for the unexpected. We're continually strengthening our system. New technologies and coordinated planning – in addition to proactive measures like our tree-trimming program to reduce tree-related outages – ensure an even quicker, safer and more effective response than ever. (Watch our [video](#) at PortlandGeneral.com/Outage to see how we prepare.)

Five steps for you to take now

PGE wants to help you be ready, too, in case a storm or other event knocks out power this fall or winter. A little preparation now – at home and at your business – will help you, your families and your employees should the unexpected occur.

1. Put together an outage kit for your business or home

- Hand-crank or battery-powered flashlights and radio
- Battery-powered clock
- Car adaptors/chargers for cell phones and laptop computers
- Emergency phone numbers, including PGE outage numbers
- Extra batteries

2. Know how to report an outage.

If your power goes out, you can report it to PGE **by phone** (503-464-7777 or 800-544-1795 outside of Portland) **text message** or **on our website**. Visit PortlandGeneral.com/Outage for more information. Since you might rely heavily on your mobile phone in an outage, visit PortlandGeneral.com on your smart phone to **bookmark our mobile web pages and register your phone for two-way texting**. You may also want to save our outage numbers to your address book so they're handy. We also tweet during outages; you can find us on Twitter @PortlandGeneral.

3. Build an emergency kit

In a large-scale disaster, we expect to rely on first responders like police, fire and other emergency personnel. But according to the American Red Cross, only four percent of Oregonians are first responders– and have to take care of the other 96 percent during an emergency, so their response time could be increased to days or even weeks. Because of this, being prepared – to help ourselves and our co-workers or neighbors – is a must. Put together an emergency kit, and store it in a central location, to make life easier in an emergency. [FEMA's readiness guide](http://www.ready.gov/build-a-kit) (<http://www.ready.gov/build-a-kit>) suggests preparing for three to 10 days of response and recovery time.

4. Create an emergency plan – and practice it

Whether at home or at your business, make sure everyone knows what to do in an emergency. Write down important phone numbers that you may not be able to access from your cell phone. Designate an out-of-area contact that everyone can check in with if local networks are jammed. Include paper copies of important documents in your emergency kit or carry a thumb drive with copies of those documents in your purse or car.

5. Get more information

Join the conversation on our new [“Stay safe. Be prepared.”](#) blog (PortlandGeneral.com/BePrepared) for important tips. It has preparedness steps, links to resources like FEMA and the American Red Cross and easy, quick information that can help you get ready. Add your tips or ask a question!

Attachments: 7 Steps infographic (three formats: pdf, png and jpg.); 7 steps copy

Permit Fee Schedule

Table 70A: Industrial NPDES & WPCF Individual Permit Application and Modification Fees

DEQ Class	New Permit Application Fee ¹	Major Modification at Permit Renewal	Major Modification Prior to Permit Expiration	Minor Modification	Permit Transfer
Tier 1	\$50,642	\$12,722	\$25,282	\$886	\$80
Tier 2	\$10,191	\$3,234	\$5,052	\$886	\$80
Special WPCF Permits issued pursuant to OAR 340-045-0061	\$483	N/A	N/A	N/A	\$80

1. New permit applications must include the annual fee specified in Table 70B in addition to the new permit application fee.

70B: Industrial NPDES & WPCF Individual Permit Annual Fees

Type	Description	NPDES Tier 1	NPDES Tier 2	WPCF Tier 1	WPCF Tier 2
B01	Pulp, paper, or other fiber pulping industry	\$17,708	N/A	\$16,435	N/A
Food or Beverage Processing - includes produce, meat, poultry, seafood or dairy for human, pet, or livestock consumption					
B02	Washing or Packing only	N/A	\$2,462	N/A	\$2,264
B03	Processing – small. Flow ≤ 0.1 mgd, or 0.1 < flow < 1 mgd for less than 180 days per year	N/A	\$3,680	N/A	\$3,482
B04	Processing – medium. 0.1 mgd < Flow < 1 mgd for 180 or more days per year, or flow ≥ 1 mgd for less than 180 days per year	N/A	\$5,193	N/A	\$4,995
B05	Processing – large. Flow ≥ 1 mgd for 180 or more days per year.	\$17,708	\$15,560	\$16,435	\$15,360
Primary Smelting or Refining					
B06	Aluminum	\$17,708	\$15,560	\$16,435	\$15,360
B07	Non-ferrous metals utilizing sand chlorination separation facilities	\$17,708	\$15,560	\$16,435	\$15,360
B08	Ferrous and non-ferrous metals not elsewhere classified	\$10,127	\$7,977	\$8,854	\$7,780

Type	Description	NPDES Tier 1	NPDES Tier 2	WPCF Tier 1	WPCF Tier 2
B09	Chemical manufacturing with discharge of process wastewater	\$17,708	\$15,560	\$16,435	\$15,360
B10	Cooling water discharges in excess of 20,000 BTU per sec	\$10,127	\$7,977	\$8,854	\$7,780
Mining Operations – includes aggregate or ore processing					
B11	Large (over 500,000 cubic yards per year or involving chemical leaching)	\$17,708	\$15,560	\$16,435	\$15,360
B12	Medium (100,000 to 500,000 cubic yards per year)	N/A	\$5,447	N/A	\$5,249
B13	Small (less than 100,000 cubic yards per year)	N/A	\$1,658	N/A	\$1,460
All facilities not elsewhere classified which dispose of process wastewater (includes remediated groundwater)					
B14	Tier 1 sources	\$17,708	N/A	\$16,435	N/A
B15	Tier 2 sources	N/A	\$3,427	N/A	\$3,231
B16	All facilities not elsewhere classified which dispose of non-process wastewaters (for example: small cooling water discharges, boiler blowdown, filter backwash)	N/A	\$2,294	N/A	\$2,096
B17	Dairies, fish hatcheries and other confined feeding operations on individual permits	N/A	\$2,008	N/A	\$1,811
B18	All facilities which dispose of wastewater only by evaporation from watertight ponds or basins	N/A	N/A	N/A	\$1,331
Timber and Wood Products					
B19	Sawmills, log storage, instream log storage	\$4,967	\$2,818	\$3,695	\$2,619
B20	Hardboard, veneer, plywood, particle board, pressboard manufacturing, wood products	\$5,252	\$3,104	\$3,981	\$2,907
B21	Wood preserving	\$4,444	\$2,294	\$3,171	\$2,096

Table 70C: Domestic NPDES & WPCF Individual Permits

Description	Type	Classification Criteria (Based on Average Dry Weather Design Flow, or as defined in 40CFR)	Class	New Permit App. Fee ¹	Base Annual Fee, 5 year permits	Base Annual Fee, 10 year permits	Additional Annual Fees	Major Modification	Minor Modification
Nondischarging lagoons	E	N/A	Tier 2	\$3,302	N/A	\$1,054		\$1,691	\$886
	Db	Flow < 1 mgd	Tier 2	\$6,521	\$1,264	N/A		\$3,302	\$886
Lagoons that discharge to surface waters	C2b	1 mgd ≤ Flow < 2 mgd	Tier 1	\$32,285	\$3,332	N/A		\$16,182	\$886
	C1b	2 mgd ≤ Flow < 5 mgd	Tier 1	\$32,285	\$4,566	N/A		\$16,182	\$886
	Bb	5 mgd ≤ Flow < 10 mgd	Tier 1	\$32,285	\$6,565	N/A		\$16,182	\$886
	Da	Flow < 1 mgd	Tier 2	\$6,521	\$1,794	\$1,665	Additional fees include population and pretreatment fees. See tables 70D and 70E for determination of these fees.	\$3,302	\$886
Treatment systems other than lagoons	C2a	1 mgd ≤ Flow < 2 mgd	Tier 1	\$32,285	\$5,666	\$4,853		\$16,182	\$886
	C1a	2 mgd ≤ Flow < 5 mgd	Tier 1	\$32,285	\$8,348	\$7,536		\$16,182	\$886
	Ba	5 mgd ≤ Flow < 10 mgd	Tier 1	\$32,285	\$12,415	\$11,603		\$16,182	\$886
	A3	10 mgd ≤ Flow < 25 mgd	Tier 1	\$32,285	\$19,366	N/A		\$16,182	\$886
	A2	25 mgd ≤ Flow < 50 mgd	Tier 1	\$32,285	\$41,090	N/A		\$16,182	\$886
	A1	≥ 50 mgd	Tier 1	\$32,285	\$69,915	N/A		\$16,182	\$886
Septage alkaline stabilization facilities	F	N/A	Tier 2	\$886	N/A	\$363	N/A	N/A	\$402

Description	Type	Classification Criteria (Based on Average Dry Weather Design Flow, or as defined in 40CFR)	Class	New Permit App. Fee ¹	Base Annual Fee, 5 year permits	Base Annual Fee, 10 year permits	Additional Annual Fees	Major Modification	Minor Modification
Municipal Separate Storm Sewer System	Phase 1	See 40 CFR §122.26	N/A	\$17,929	\$4,036	N/A	N/A	N/A	\$1,558
	Phase 2			\$803	\$826	N/A	N/A	N/A	\$1,558
Underground Injection Control	Various	As defined in 40 CFR parts 9, 144, 145 and 146	N/A	\$10,191	N/A	\$2,096	N/A	N/A	\$886

1. New permit applications must include the annual fee in addition to the new permit application fee.

Table 70D: Domestic NPDES & WPCF Annual Population Fee

Population range	Annual fee
500,000+	\$93,930
400,000 to 499,999	\$71,857
300,000 to 399,999	\$49,783
200,000 to 299,999	\$27,708
150,000 to 199,999	\$22,410
100,000 to 149,999	\$14,760
50,000 to 99,999	\$9,258
25,000 to 49,999	\$4,160
15,000 to 24,999	\$2,368
10,000 to 14,999	\$1,543
5,000 to 9,999	\$939
1,000 to 4,999	\$281
100 to 999	\$52
0 to 99	\$0

Table 70E: Annual Pretreatment Fees

Description	Fee
Pretreatment Fee	\$1,610
Significant Industrial User	\$537 per industry

Table 70F: Technical Activity and Other Fees

Activity	Fee
New or substantially modified sewage treatment facility	\$7,408
Minor sewage treatment facility modifications and pump stations	\$805
Pressure sewer system or major sewer collection system expansion	\$565
Minor sewer collection system expansion or modification	\$160
New or substantially modified water pollution control facilities using alkaline agents to stabilize septage	\$805
Permit Transfer	\$80

Table 70G: General NPDES & WPCF Permits

Number	Type	Description	New Permit Application Fee ¹	Annual Fee
100-J	NPDES	Cooling water/heat pumps	\$207	\$469
200-J	NPDES	Filter Backwash	\$207	\$469
300-J	NPDES	Fish Hatcheries	\$328	\$469
400-J	NPDES	Log Ponds	\$207	\$469
500-J	NPDES	Boiler blowdown	\$207	\$469
600	WPCF	Offstream small scale mining – processing less than five cubic yards of material per day, or less than 1500 cubic yards per year	\$0	\$0
		Offstream small scale mining – processing 1,500 to 10,000 cubic yards of material per year	\$207	\$0
700-PM ²	NPDES	Suction dredges	\$0	\$25
900-J	NPDES	Seafood processing	\$207	\$469
1000	WPCF	Gravel mining	\$207	\$469

1200-A ³	NPDES	Storm Water: Sand, gravel, and other non-metallic mining	\$803	\$826
1200-C ³	NPDES	Storm Water: Construction activities – one acre or more	\$803	\$826
1200-C ³	NPDES	Storm Water: Construction activities – less than one acre and part of a common plan of development disturbing one or more acres	\$236	\$0
1200-CA	NPDES	Storm Water: Construction activities performed by public agencies – one acre or more	\$803	\$826
1200-COLS ³	NPDES	Stormwater: industrial stormwater discharge to Columbia Slough	\$803	\$826
1200-Z ^{3,4}	NPDES	Storm Water: Industrial	\$803	\$826
1400-A	WPCF	Wineries and seasonal fresh pack operations whose wastewater flow does not exceed 25,000 gallons per day and is only disposed of by land irrigation.	\$207	\$275
1400-B	WPCF	Wineries and small food processors not otherwise eligible for a 1400A general permit.	\$328	\$469
1500-A	NPDES	Petroleum hydrocarbon clean-up	\$328	\$469
1500-B	WPCF	Petroleum hydrocarbon clean-up	\$328	\$469
1700-A	NPDES	Vehicle & equipment wash water	\$458	\$469
1700-B	WPCF	Vehicle & equipment wash water	\$458	\$469
1900-J	NPDES	Non-contact geothermal heat exchange	\$458	\$469
2401	WPCF	Tier 1 graywater reuse and disposal system for residential systems not exceeding 300 gallons per day, or equivalent specific geographic area graywater reuse and disposal area permit	\$50	\$40
2402	WPCF	Tier 2 graywater reuse and disposal system for systems not exceeding 1,200 gallons per day, or equivalent specific geographic area graywater reuse and disposal area permit	\$534	\$50
Other			\$458	\$469

1. New permit applications must include both the new permit application fee and the first year's annual fee.
2. A person registered under the 700-PM permit may pre-pay \$90 for permit coverage through 2014 in lieu of the \$25 annual fee.
3. Some of these permits are administered by public agencies under contract with DEQ.
4. This permit incorporates the 1300-J permit.

Table 70H: General Permit Activity and Other Fees

Activity	Fee
Disposal system plan review ¹	\$504
Site inspection and evaluation ¹	\$1,261
Permit Transfer	\$80

1. These fees apply when these activities are required for DEQ's review of the application.

Table 9D: WPCF permit fees.

	Application filing fee (all systems)	Permit processing fees for onsite systems with a design capacity of 1,200 gpd or less.	Permit processing fees for onsite systems with a design capacity over 1,200 gpd.	Plan Review fee.	Annual Compliance Determination fee.
New application	\$70	\$560	\$2,797		
Permit renewal (involving request for effluent limit modifications)	\$70	\$279	\$1,399		
Permit renewal (without request for effluent limit modifications)	\$70	\$141	\$698		
Permit modification (involving increase in effluent limitations)	\$70	\$279	\$1,399		
Permit modification (not involving an increase in effluent limits)	\$70	\$210	\$698		
For commercial facilities with a design capacity less than 600 gpd				\$0	
For commercial facilities with a design capacity of 600 - 1,000 gpd				\$267	
For commercial facilities with a design capacity of 1,001 - 1,500 gpd				\$315	
For commercial facilities with a design capacity of 1,501 - 2,000 gpd				\$362	
For commercial facilities with a design capacity of 2,001 - 2,500 gpd				\$408	
For commercial facilities with a design capacity of 2,501 - 3,000 gpd				\$478	
For commercial facilities with a design capacity of 3,001 - 3,500 gpd				\$525	
For commercial facilities with a design capacity of 3,501 - 4,000 gpd				\$571	
For commercial facilities with a design capacity of 4,001 - 4,500 gpd				\$617	
For commercial facilities with a design capacity of 4,501 - 5,000 gpd				\$664	
Commercial facilities with a design capacity greater than 5,000 gpd				\$698	
Single family dwelling				\$141	
Onsite sewage lagoon with no discharge					\$839
Treatment Standard 1 or better systems with design capacities less than 2,500 gpd					\$350
Treatment Standard 1 or better systems with design capacities of 2,501 - 20,000 gpd					\$698
Holding tanks, if by the date specified by the department, the owner does not submit written certification to the department that the holding tank has been operated the previous calendar year in full compliance with the permit or that the previous year's service logs for the holding tanks are not available for inspection by the department					\$279
Holding tanks, if by the date specified by the department, the owner submits written certification to the department that the holding tank has been operated the previous calendar year in full compliance with the permit and that the previous year's service logs for the holding tanks are available for inspection by the department.					
Other systems with design capacities less than 20,000 gpd					\$30
Other systems with design capacities greater than 20,000 gpd					\$350
Site Evaluation Confirmation	\$490				\$698



October 16, 2012

City of Aurora
Mayor Meirow
21420 Main Street
Aurora, OR 97002

Site #: 319279

The offer is subject to due diligence and is based on the assumptions listed below:

- Site Owner Water Tank
- Sprint PCS and T-Mobile as tenants
- \$1,760.28 current monthly rent
- \$1,760.28 purchased monthly rent
- CPI annual (Sprint PCS) and 15.0% 5 year term (T-Mobile) escalation

Dear Mayor:

Thank you for your interest in our cell site lease conversion program. After analyzing the information you provided, Unison is prepared to offer you a lump sum of **\$165,000** if the offer is accepted by October 31, 2012.

Our offer is to purchase a defined easement for the cell site. Easement area will include an additional 15 feet to the east of the existing ground space ("Additional Space"). Unison will receive the currently scheduled rent stream (including escalators) for the term of the easement, and agrees that for all rent over and above this amount received from new tenants located within the Additional Space, Site Owner will collect 50% and Unison will collect 50%. The final amount of our offer is subject to due diligence and confirmation of your monthly rent escalators and site tenants.

The appeal of the Unison deal:

- **Convert your lease into cash:** Unison Site Management, L.L.C. is rapidly building a nationwide portfolio of cell site leases. Our program allows you to convert your lease into hard cash on a potentially tax efficient basis. The telecom industry is changing rapidly, with three major mergers taking place in the last year alone, and we encourage you to understand and consider your options now.
- **Secure your asset:** With our lump sum cash offer, the value of your lease asset will no longer be dependent on future rent payments. This lump sum is yours regardless of what happens to your site in the future—even if you sell the property. You can invest your capital payment in real estate, stocks, bonds, or your own business.
- **Receive substantial tax savings:** For the typical site owner, Unison's lump sum program is taxed at lower capital gains rates as opposed to ordinary income rates on rent income. This can reduce taxes by up to 50%. A Starker 1031 Exchange election may allow you to defer taxes altogether while investing the Unison proceeds in another real estate asset. Please consult your financial advisor to determine your specific tax situation.

If you have any questions, please contact me directly at (971) 645-5050.

I look forward to discussing our offer with you at your earliest convenience.

Sincerely,

Joe Hopkins
Unison Site Management, LLC

**Parks Committee
Traffic Safety**

REPORTS

Police Chief

Finance Office

Public Works

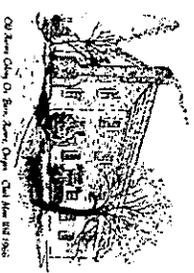
City Recorder

City Attorney's

General Ledger

Revenue Analysis

User: Jan V
 Printed: 11/06/2012 - 2:32 P
 Period 4, 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	512.40	4,297.20	3,202.80	57.30
10-111-5004	Interest Income	450.00	60.42	311.17	138.83	69.15
10-111-5005	Franchise Fees	58,200.00	1,738.60	6,886.42	51,313.58	11.83
10-111-5006	Planning/Development Fees	5,800.00	410.00	2,430.00	3,370.00	41.90
10-111-5007	Building Permits & Fees	7,800.00	2,278.91	4,233.92	3,566.08	54.28
10-111-5008	Municipal Court Fines	145,000.00	3,616.27	20,068.23	124,931.77	13.84
10-111-5009	Towing Ordinance Fees	5,000.00	0.00	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	0.00	922.01	(672.01)	368.80
10-111-5013	Park Reservation Fees	2,800.00	0.00	(1,300.00)	4,100.00	-46.43
10-111-5014	Copy & Misc. revenue	200.00	5.00	100.00	100.00	50.00
10-111-5101	State Liquor & Cigarette Tax	13,294.00	2,179.56	4,699.56	8,594.44	35.35
10-111-5102	Fingerprinting	100.00	0.00	30.00	70.00	30.00
10-111-5103	Cell Tower Rent	21,400.00	2,704.48	7,053.57	14,346.43	32.96
10-111-5212	Unanticipated revenues	0.00	0.00	0.00	0.00	0.00
10-111-5451	Business Licenses	5,500.00	80.00	520.00	4,980.00	9.45
10-111-5452	Business Licenses Surcharge	0.00	0.00	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	65.00	460.00	40.00	92.00
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	0.00	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	368.92	3,465.68	204,879.32	1.66
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	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	51.37	203.64	(3.64)	101.82
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	0.00	50.00	2,950.00	1.67
15-111-5462	Enhanced Citation Revenue	0.00	325.00	2,300.00	(2,300.00)	0.00
15-111-5902	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
15 Totals:		113,108.00	376.37	2,553.64	110,554.36	2.26
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	5.99	(5.99)	0.00
25 Totals:		7,506.00	0.96	5.99	7,500.01	0.08
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	10.20	38.83	(38.83)	0.00
29-111-5710	SDCs 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	10.20	2,243.83	22,253.17	9.16
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	43.95	177.11	72.89	70.84
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	3,344.00	6,695.60	13,049.40	33.91
30-111-5151	State Highway Taxes	51,612.00	4,956.75	17,204.90	34,407.10	33.34
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	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	18.00	67.05	(7.05)	111.75
35-111-5012	Misc. Revenue	0.00	0.00	0.00	0.00	0.00
35-111-5150	Street Maintenance Fees	12,990.00	2,215.00	4,435.00	8,555.00	34.14
35-111-5904	Transfer From Street Fund	0.00	0.00	0.00	0.00	0.00
35 Totals:		219,586.00	8,344.70	24,077.61	195,508.39	10.97
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	9.17	34.12	15.88	68.24
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	9.17	2,934.12	20,053.88	12.76
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	110.45	407.85	192.15	67.97
40-111-5012	Prior taxes from GO Water Bond	0.00	56.00	91.00	(91.00)	0.00
40-111-5201	Water Sales	248,467.00	48,493.04	107,797.28	140,669.72	43.38
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	3,983.80	7,274.23	16,225.77	30.95
40-111-5903	Transfer from Water SDC	20,000.00	0.00	0.00	20,000.00	0.00
40 Totals:		511,476.00	52,643.29	116,720.36	394,755.64	22.82
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	9.96	39.97	(39.97)	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
42 Totals:		22,560.00	9.96	39.97	22,520.03	0.18
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	5.33	21.42	(21.42)	0.00
45-111-5902	Transfer From Water Operating	20,000.00	0.00	0.00	20,000.00	0.00
45 Totals:		31,690.00	5.33	21.42	31,668.58	0.07
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	26.21	100.15	(100.15)	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
49 Totals:		70,316.00	26.21	5,643.15	64,672.85	8.03
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	52.54	249.55	50.45	83.18
50-111-5012	Misc. Revenue	0.00	0.00	0.00	0.00	0.00
50-111-5301	Sewer Charges	264,996.00	44,649.92	89,297.24	175,698.76	33.70
50 Totals:		265,296.00	44,702.46	89,546.79	175,749.21	33.75
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	2.46	9.86	15.14	39.44
55-111-5902	Transfer From Sewer Fund	0.00	0.00	0.00	0.00	0.00
55 Totals:		5,448.00	2.46	9.86	5,438.14	0.18
57	SEWER DEBT SERVICE					
57-111-5001	Beginning Balance	10,385.00	0.00	0.00	10,385.00	0.00
57-111-5003	Previous Levied Taxes	6,500.00	198.54	1,033.40	5,466.60	15.90
57-111-5004	Interest Income	250.00	7.29	24.41	225.59	9.76
57-111-5950	Taxes Necessary To Balance	288,778.00	512.43	3,809.73	284,968.27	1.32

Account Number	Description	Budgeted Revenue	Period Revenue	Y/TD Revenue	Uncollected Balance	Percent Received
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	8.33	31.57	68.43	31.57
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	8.33	2,063.57	18,308.43	10.13
	Report Totals:	2,331,558.00	123,110.26	316,947.04	2,014,610.96	13.59

<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>
10-112	GENERAL FUND					
10-112	Administration					
Account Type: E01	Personnel Expenses					
10-112-6001	City Recorder	13,966.00	1,144.69	4,578.77	9,387.23	32.79
10-112-6002	Admin. Assistant -A.M.	1,804.00	(1,303.75)	352.94	1,251.06	30.65
10-112-6011	Finance Officer	16,637.00	1,358.44	5,453.55	11,183.45	32.78
10-112-6012	Admin. Assistant - P.M.	1,738.00	58.75	568.60	1,169.40	32.72
10-112-6014	WBA/Workmans Comp Insurance	125.00	(0.65)	7.33	117.67	5.86
10-112-6016	Social Security/Medicare	2,612.00	76.32	767.56	1,844.44	29.39
10-112-6017	State Unemployment Payroll Tax	1,263.00	85.82	420.13	842.87	33.26
10-112-6018	PERS	2,368.00	116.77	772.09	1,595.91	32.61
10-112-6019	Health Insurance	12,274.00	722.31	2,826.96	9,447.04	23.03
10-112-6401	Emergency Response	100.00	0.00	0.00	100.00	0.00
	Total: Personnel Expenses	52,887.00*	2,258.70*	15,947.93*	36,939.07*	30.15*
Account Type: E02	Materials & Services					
10-112-6020	Operating Materials/Supplies	0.00	15.89	15.89	(15.89)	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	167.60	532.40	23.94
10-112-6024	Repair & Maintenance	2,000.00	0.00	280.00	1,720.00	14.00
10-112-6025	Legal	23,500.00	0.00	5,625.00	17,875.00	23.94
10-112-6026	Insurance & Bonds	5,200.00	0.00	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	(1,528.08)	1,185.22	4,914.78	19.43
10-112-6031	Training & Conference	4,200.00	0.00	16.40	4,183.60	0.39
10-112-6032	Audit	7,250.00	4,500.00	4,500.00	2,750.00	62.07
10-112-6033	Equipment	1,000.00	0.00	0.00	1,000.00	0.00
10-112-6035	Office Equipment Lease	250.00	0.00	59.77	190.23	23.91
10-112-6039	Ethics Commission Fee	180.00	0.00	156.09	23.91	86.72
10-112-6048	Phone & Fax	3,500.00	253.22	1,259.80	2,240.20	35.99
10-112-6052	Postage	1,300.00	(20.57)	128.47	1,171.53	9.88
10-112-6054	Miscellaneous Expense	300.00	0.00	178.40	121.60	59.47
10-112-6061	Internet Service	288.00	46.52	116.30	171.70	40.38
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	1,425.00	0.00	100.00
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*	3,313.71*	21,751.03*	40,821.97*	34.76*
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	650.00	1,300.00	1,300.00	50.00
	Total: Capital Outlay	4,700.00*	650.00*	1,524.75*	3,175.25*	32.44*
Account Type: E07						
10-112-7501	Contingencies	0.00	0.00	0.00	0.00	0.00
	Total: Contingencies	0.00*	0.00*	0.00*	0.00*	0.00*
	10-112 Totals:	120,160.00**	6,222.41**	39,223.71**	80,936.29**	32.64**
10-113						
Account Type: E01	Community Development					
10-113-6001	Personnel Expenses	1,995.00	163.53	654.11	1,340.89	32.79
10-113-6011	City Recorder	1,664.00	135.85	545.37	1,118.63	32.77
10-113-6014	Finance Officer	12.00	0.22	0.84	11.16	7.00
10-113-6016	WBA/Workmans Comp Insurance	280.00	20.76	83.17	196.83	29.70
10-113-6017	Social Security/Medicare	135.00	10.03	40.23	94.77	29.80
10-113-6018	State Unemployment Tax	255.00	20.87	83.63	171.37	32.80
10-113-6019	PERS	1,480.00	80.31	314.21	1,165.79	21.23
	Health Insurance					
	Total: Personnel Expenses	5,821.00*	431.57*	1,721.56*	4,099.44*	29.57*
Account Type: E02	Materials & Services					
10-113-6026	Aurora City Council	300.00	0.00	0.00	300.00	0.00
10-113-6028	City Official Mileage	50.00	0.00	0.00	50.00	0.00
10-113-6030	Office Expense	0.00	0.00	0.00	0.00	0.00
10-113-6031	City Official Training & Conf.	500.00	0.00	0.00	500.00	0.00
10-113-6036	Aurora Planning Commission	400.00	0.00	0.00	400.00	0.00
10-113-6037	Historic Review Board	300.00	0.00	0.00	300.00	0.00
10-113-6038	Planning Consultant-City Paid	14,000.00	553.18	2,379.93	11,620.07	17.00
10-113-6039	Planning Consultant-Billed Out	4,800.00	285.00	2,052.00	2,748.00	42.75
10-113-6040	City Engineer-Billed Out	1,000.00	680.00	2,635.00	(1,635.00)	263.50
10-113-6041	The Building Dept. permit fees	5,850.00	1,233.82	8,329.86	(2,479.86)	142.39
10-113-6042	State Surchage Fee	0.00	230.22	230.22	0.00	0.00
10-113-6063	Planning Assistance Grant	1,000.00	0.00	0.00	1,000.00	0.00
10-113-6065	Publishing & Posting Fees	1,500.00	0.00	297.50	1,202.50	19.83
10-113-6066	Aurora Colony Day Exp.	4,000.00	0.00	5,200.02	(1,200.02)	130.00
10-113-6067	Aurora Antique Faire Expense	3,000.00	(5.38)	1,411.79	1,588.21	47.06
10-113-6200	Revenue sharing projects	8,000.00	0.00	2,530.00	5,470.00	31.62
10-113-6212	Abatement, lien filing expense	500.00	0.00	0.00	500.00	0.00
10-113-6304	Dues & Publications	2,500.00	1,723.24	1,842.24	657.76	73.69
	Total: Materials & Services	47,700.00*	4,700.08*	26,908.56*	20,791.44*	56.41*
	10-113 Totals:	53,521.00**	5,131.65**	28,630.12**	24,890.88**	53.49**
10-114						
Account Type: E01	Municipal Court					
10-114-6001	Personnel Expenses	5,985.00	981.17	1,962.34	4,022.66	32.79
	City Recorder					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
10-114-6002	Administrative Assistant	9,019.00	2,201.09	2,919.13	6,099.87	32.37
10-114-6011	Finance Officer	1,664.00	135.81	545.24	1,118.76	32.77
10-114-6012	Admin. Assistant - P.M.	579.00	140.35	182.15	396.85	31.46
10-114-6014	WBA/Workmans Comp Insurance	70.00	4.44	6.41	63.59	9.16
10-114-6016	Social Security/Medicare	1,319.00	236.68	388.46	930.54	29.45
10-114-6017	State Unemployment Payroll Tax	638.00	65.58	139.02	498.98	21.79
10-114-6018	PERs	931.00	173.12	296.85	634.15	31.89
10-114-6019	Health Insurance	3,167.00	173.13	485.08	2,681.92	15.32
	Total: Personnel Expenses	23,372.00*	4,111.37*	6,924.68*	16,447.32*	29.63*
Account Type: E02	Materials & Services	6,600.00	400.00	2,000.00	4,600.00	30.30
10-114-6005	Judge	1,100.00	89.90	297.55	802.45	27.05
10-114-6006	Interpreter	600.00	37.81	113.43	486.57	18.91
10-114-6022	Copier Lease/Maint	500.00	0.00	64.89	435.11	12.98
10-114-6030	Office Expense	500.00	0.00	0.00	500.00	0.00
10-114-6031	Training & Conference	235.00	0.00	52.75	182.25	22.45
10-114-6035	Postage Machine Lease	33,500.00	856.00	6,835.00	26,665.00	20.40
10-114-6047	Cour Revenue Pymts to Others	300.00	11.15	67.60	232.40	22.53
10-114-6052	Postage	43,335.00*	1,394.86*	9,431.22*	33,903.78*	21.76*
	Total: Materials & Services					
Account Type: E03	Capital Outlay	0.00	0.00	0.00	0.00	0.00
10-114-6910	Software/Software Updates	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Capital Outlay					
10-115	Police	66,707.00**	5,506.23**	16,355.90**	50,351.10**	24.52**
Account Type: E01	Personnel Expenses	14,565.00	508.44	3,792.66	10,772.34	26.04
10-115-6005	Police Clerk	43,351.00	2,897.50	13,023.75	30,327.25	30.04
10-115-6007	Police Chief	38,063.00	1,470.30	5,507.10	32,555.90	14.47
10-115-6008	Police Officer 1	500.00	0.00	0.00	500.00	0.00
10-115-6010	Grant Wages	1,664.00	135.85	545.37	1,118.63	32.77
10-115-6011	Finance Officer	5,000.00	0.00	0.00	5,000.00	0.00
10-115-6012	MCSAP Wages (OT) - reserves	3,397.00	4.13	18.17	3,378.83	0.53
10-115-6014	WBA/Workmans Comp Insurance	0.00	0.00	0.00	0.00	0.00
10-115-6015	Personnel Expenses (Grant)	7,852.00	380.53	1,728.73	6,123.27	22.02
10-115-6016	Social Security/Medicare	3,798.00	183.91	835.78	2,962.22	22.01
10-115-6017	State Unemployment Payroll Tax	3,879.00	31.62	228.21	3,650.79	5.88
10-115-6018	PERs	7,034.00	54.37	214.24	6,819.76	3.05
10-115-6019	Health Insurance	129,103.00*	5,666.65*	25,894.01*	103,208.99*	20.06*
	Total: Personnel Expenses					
Account Type: E02	Materials & Services	2,000.00	0.00	0.00	2,000.00	0.00
10-115-6020	Operating Materials & Supplies	6,000.00	0.00	0.00	6,000.00	0.00
10-115-6021	Contract Services	600.00	37.81	140.82	459.18	23.47
10-115-6022	Copier Lease/Maint					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
10-115-6025	Legal Expense	0.00	0.00	0.00	0.00	0.00
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	43.49	509.52	3,990.48	11.32
10-115-6031	Training & Conference	4,000.00	0.00	150.00	3,850.00	3.75
10-115-6034	Auto Operating Exp-Lens	30,000.00	1,083.96	3,530.27	26,469.73	11.77
10-115-6037	Postage Machine Lease	250.00	0.00	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	242.37	1,214.39	3,785.61	24.29
10-115-6049	Insurance	2,500.00	0.00	2,488.78	11.22	99.55
10-115-6050	Equip Repairs & Maint	2,000.00	245.00	1,626.35	373.65	81.32
10-115-6051	Uniforms	2,500.00	0.00	0.00	2,500.00	0.00
10-115-6052	Postage	650.00	14.80	111.85	538.15	17.21
10-115-6061	Internal service	300.00	46.46	116.15	183.85	38.72
10-115-6101	Dispatch Services	15,502.00	3,617.75	7,235.50	8,266.50	46.67
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	250.00	500.00	700.00	41.67
	Total: Materials & Services	82,852.00*	5,581.64*	18,221.63*	64,630.37*	21.99*
Account Type: E03	Capital Outlay					
10-115-6901	Equipment	35,500.00	2,964.70	4,080.70	31,419.30	11.49
10-115-6905	City Hall Bldg Improvements	2,000.00	0.00	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*	2,964.70*	4,676.73*	35,123.27*	11.75*
10-115 Totals:		251,755.00**	14,212.99**	48,792.37**	202,962.63**	19.38**
10-116	Public Facilities					
Account Type: E02	Materials & Services					
10-116-6020	Operating Materials & Supplies	1,500.00	37.00	580.88	919.12	38.73
10-116-6021	City Hall & Pub. Rest. Cont Ser	3,200.00	534.35	1,092.78	2,107.22	34.15
10-116-6024	Repair & Maintenance	3,000.00	341.30	1,970.60	1,029.40	65.69
10-116-6029	Electric/Heating	7,000.00	181.84	840.08	6,159.92	12.00
	Total: Materials & Services	14,700.00*	1,094.49*	4,484.34*	10,215.66*	30.51*
Account Type: E06	Transfer out					
10-116-6955	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**	1,094.49**	4,484.34**	13,215.66**	25.34**

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
10-120	Park					
Account Type: E01	Personnel Expenses	3,990.00	327.06	1,308.23	2,681.77	32.79
10-120-6001	City Recorder	4,749.00	395.75	1,582.99	3,166.01	33.33
10-120-6003	Public Works Supervisor	3,376.00	(457.17)	1,125.25	2,250.75	33.33
10-120-6009	P/W Assistant	1,664.00	135.85	545.37	1,118.63	32.77
10-120-6011	Finance Officer	450.00	0.53	3.17	446.83	0.70
10-120-6014	WBA/Workers Comp Insurance	305.00	26.33	308.35	(3.35)	101.10
10-120-6016	Social Security/Medicare	1,054.00	12.24	148.61	905.39	14.10
10-120-6017	State Unemployment Tax	1,105.00	23.59	366.37	738.63	33.16
10-120-6018	PERS	4,888.00	135.32	1,260.57	3,627.43	25.79
10-120-6019	Health Insurance	21,581.00*	599.50*	6,648.91*	14,932.09*	30.81*
Total: Personnel Expenses						
Account Type: E02	Materials & Services	1,250.00	245.81	823.91	426.09	65.91
10-120-6020	Operating Material/Supplies	2,000.00	60.00	520.00	1,480.00	26.00
10-120-6021	Contract Services	2,000.00	0.00	670.25	1,329.75	33.51
10-120-6024	Repair & Maintenance	2,100.00	0.00	752.94	1,347.06	35.85
10-120-6026	Insurance & Bonds	2,700.00	105.44	428.84	2,271.16	15.88
10-120-6029	Electricity & Heating	1,000.00	0.00	40.40	959.60	4.04
10-120-6035	Vehicle/Equipment Maintenance	50.00	0.00	0.00	50.00	0.00
10-120-6121	Contract Services - Janitorial	2,000.00	225.00	462.03	1,537.97	23.10
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	660.00	3,240.00	5,960.00	35.22
Total: Materials & Services		26,300.00*	1,296.25*	7,444.37*	18,855.63*	28.31*
Account Type: E03	Capital Outlay	0.00	0.00	0.00	0.00	0.00
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 improvmt & 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**	1,895.75**	14,093.28**	33,787.72**	29.43**
10-125	(No Description)					
Account Type: E07	Contingencies	103,447.00	0.00	0.00	103,447.00	0.00
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**

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 SDGs					
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	24,497.00	0.00	0.00	24,497.00	0.00
29-111-6920	Reserved for Future Expenditur	0.00	0.00	0.00	0.00	0.00

<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 (No Description)					
30-111	Personnel Expenses	1,995.00	(327.06)	654.11	1,340.89	32.79
30-111-6001	City Recorder	7,124.00	593.60	2,374.45	4,749.55	33.53
30-111-6003	Public Works Superintendent	6,330.00	(879.18)	1,758.30	4,571.70	27.78
30-111-6009	Public Works Assistant	0.00	0.00	0.00	0.00	0.00
30-111-6011	Finance Officer	719.00	(0.17)	3.22	715.78	0.45
30-111-6014	WBA/Workmans Comp Insurance	1,182.00	57.72	422.50	759.50	35.74
30-111-6016	Social Security/Medicare	572.00	(2.85)	173.59	398.41	30.35
30-111-6017	State Unemployment Payroll Tax	1,340.00	1.89	458.61	881.39	34.22
30-111-6018	PIERS	5,018.00	70.90	1,513.77	3,504.23	30.17
30-111-6019	Health Insurance	24,280.00*	(485.15)*	7,358.55*	16,921.45*	30.31*
	Total: Personnel Expenses					
Account Type: E02	Materials & Services	4,500.00	0.00	985.13	3,514.87	21.89
30-111-6020	Operating Material/Supplies	8,000.00	0.00	958.75	7,041.25	11.98
30-111-6021	Contract Services	3,000.00	256.66	929.89	2,070.11	31.00
30-111-6034	Vehicle & Equip. Oper. Expense	1,500.00	0.00	90.04	1,409.96	6.00
30-111-6035	Vehicle Repair & Maintenance	700.00	0.00	704.37	(4.37)	100.62
30-111-6049	Insurance	20,600.00	1,663.60	6,632.14	13,967.86	32.19
30-111-6151	Street Lighting	38,300.00*	1,920.26*	10,300.32*	27,999.68*	26.89*
	Total: Materials & Services					
Account Type: E03	Capital Outlay	3,166.00	0.00	3,333.67	(167.67)	105.30
30-111-6901	Equipment	9,500.00	0.00	0.00	9,500.00	0.00
30-111-6907	Capital Improvements	50,000.00	0.00	0.00	50,000.00	0.00
30-111-6925	Cap Improve w/ SCA Grant	9,415.00	0.00	3,228.00	6,187.00	34.29
30-111-6926	Stormwater Master Plan	2,500.00	0.00	0.00	2,500.00	0.00
30-111-6947	UIC & TMDL Compliance	74,581.00*	0.00*	6,561.67*	68,019.33*	8.80*
	Total: Capital Outlay					
Account Type: E06	Transfer out	0.00	0.00	0.00	0.00	0.00
30-111-6952	Transfer Out	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Transfer out					
Account Type: E07	Contingencies	82,425.00	0.00	0.00	82,425.00	0.00
30-111-7501	Contingencies	82,425.00*	0.00*	0.00*	82,425.00*	0.00*
	Total: Contingencies					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
30 Totals:		219,586.00***	1,435.11**	24,220.54***	195,365.46**	11.03**
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	490.59	1,962.37	4,022.63	32.79
40-111-6001	City Recorder	601.00	49.85	192.90	408.10	32.10
40-111-6002	Admin. Assistant - A.M.	35,618.00	4,155.28	11,872.24	23,745.76	33.33
40-111-6003	Public Works Supervisor	23,210.00	4,365.30	8,055.74	15,154.26	34.71
40-111-6009	Public Works Assistant	4,991.00	407.54	1,636.09	3,354.91	32.78
40-111-6011	Finance Officer					

<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>
40-111-6012	Admin. Assistant - P.M.	4,634.00	398.20	1,501.50	3,132.50	32.40
40-111-6014	WBA/Workmans Comp Insurance	3,176.00	5.39	15.85	3,160.15	0.50
40-111-6016	Social Security/Medicare	5,740.00	577.35	1,604.90	4,135.10	27.96
40-111-6017	State Unemployment Payroll Tax	2,776.00	305.55	802.51	1,973.49	28.91
40-111-6018	PERs	6,288.00	839.90	2,098.82	4,189.18	33.38
40-111-6019	Health Insurance	23,125.00	2,688.56	7,007.44	16,117.56	30.30
	Total: Personnel Expenses	116,144.00*	14,281.51*	36,750.36*	79,393.64*	31.64*
Account Type: E02						
40-111-6020	Materials & Services	17,000.00	725.76	3,974.69	13,025.31	23.38
40-111-6021	Op. Materials & Supplies	22,000.00	1,379.50	10,044.00	11,956.00	45.65
40-111-6022	Contract Services	850.00	55.61	193.63	656.37	22.78
40-111-6024	Copier Lease/Maint	5,500.00	673.83	1,847.96	3,652.04	33.60
40-111-6029	Repair & Maintenance	23,000.00	1,303.97	5,867.80	17,132.20	25.51
40-111-6030	Electricity & Heating	1,200.00	43.49	351.58	848.42	29.30
40-111-6031	Office Expense	1,500.00	275.00	275.00	1,225.00	18.33
40-111-6032	Training & Conference	3,700.00	2,250.00	2,250.00	1,450.00	60.81
40-111-6033	Audit	500.00	42.46	211.26	288.74	42.25
40-111-6034	Communications System Lease	4,000.00	162.44	828.00	3,172.00	20.70
40-111-6035	Vehicle & Equip. Oper. Expense	5,000.00	0.00	966.74	4,033.26	19.33
40-111-6039	Ethics Commission Fee	100.00	0.00	84.55	15.45	84.55
40-111-6040	City Engineer	1,300.00	850.00	850.00	450.00	65.38
40-111-6048	Phone & Fax	3,550.00	362.64	1,770.39	1,779.61	49.87
40-111-6049	Insurance	8,200.00	0.00	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	105.72	448.34	501.66	47.19
40-111-6053	Test Lab	4,000.00	935.00	2,225.00	1,775.00	55.63
40-111-6055	Filtration System Op. Expense	1,500.00	1,101.90	1,980.86	(480.86)	132.06
40-111-6060	Computer training	200.00	0.00	0.00	200.00	0.00
40-111-6061	Internet svcs	525.00	46.46	139.38	385.62	26.55
40-111-6062	Postage Machine lease	400.00	0.00	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*	10,313.78*	45,500.97*	62,899.03*	41.98*
Account Type: E03						
40-111-6901	Capital Outlay	7,680.00	0.00	3,333.67	4,346.33	43.41
40-111-6902	Equipment	1,800.00	450.00	900.00	900.00	50.00
40-111-6905	On-site Server	3,000.00	0.00	0.00	3,000.00	0.00
40-111-6906	Fire hydrant upgrade	500.00	0.00	0.00	500.00	0.00
40-111-6907	Building Improvements	0.00	0.00	0.00	0.00	0.00
40-111-6908	Capital Improvements	5,000.00	0.00	0.00	5,000.00	0.00
40-111-6909	Water Meters/Backflow Valves	0.00	0.00	0.00	0.00	0.00
40-111-6910	Vehicle Reserve	0.00	0.00	0.00	0.00	0.00
40-111-6916	Software Update	500.00	0.00	224.75	275.25	44.95
40-111-6955	Software security	77,020.00	0.00	14,930.57	62,089.43	19.39
40-111-6960	Water main repairs	23,500.00	0.00	0.00	23,500.00	0.00

General Ledger
Expenses vs. Budget w/o Encumbered

Printed: 11/06/2012 14:32
Period 4, 2013

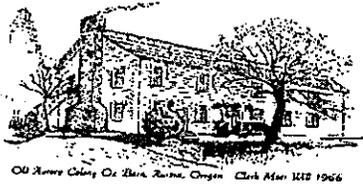
Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
40-111-6965	Reservoir Repair & Maintenance	500.00	0.00	0.00	500.00	0.00
	Total: Capital Outlay	119,500.00*	15,380.57*	19,388.99*	100,111.01*	16.23*
Account Type: E06						
40-111-6952	Transfer out	20,000.00	0.00	0.00	20,000.00	0.00
	Transfer to Water Reserve	20,000.00*	0.00*	0.00*	20,000.00*	0.00*
	Total: Transfer out					
Account Type: E07						
40-111-7501	Contingencies	147,532.00	0.00	0.00	147,532.00	0.00
	Contingencies	147,532.00*	0.00*	0.00*	147,532.00*	0.00*
	Total: Contingencies					
Account Type: E08						
40-111-7999	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					
Account Type: E09						
40-111-6000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00
	Depreciation Expense	0.00	0.00	0.00	0.00	0.00
	Total: Depreciation Expense	0.00*	0.00*	0.00*	0.00*	0.00*
40-111-6028	40-111 Totals:	511,576.00**	39,975.86**	101,640.32**	409,935.68**	19.87**
	40 Totals:	511,576.00***	39,975.86***	101,640.32***	409,935.68***	19.87***
Account Type: E02						
42-111	SPW/PROJECT MAINTENANCE FUN	15,000.00	0.00	0.00	15,000.00	0.00
	(No Description)	7,560.00	0.00	0.00	7,560.00	0.00
	Materials & Services	22,560.00*	0.00*	0.00*	22,560.00*	0.00*
	Reservoir Maintenance & Repair					
	Pump Station Maint. & Repair					
	Total: Materials & Services					
42-111-6034	42-111 Totals:	22,560.00**	0.00**	0.00**	22,560.00**	0.00**
42-111-6035	42 Totals:	22,560.00***	0.00***	0.00***	22,560.00***	0.00***
Account Type: E03						
45-111	WATER RESERVE FUND	31,690.00	0.00	0.00	31,690.00	0.00
	(No Description)	31,690.00*	0.00*	0.00*	31,690.00*	0.00*
	Capital Outlay					
	Capital Outlay - water line re					
	Total: Capital Outlay					
45-111-6907	Reserve Accounts	0.00	0.00	0.00	0.00	0.00
	Reserved For Future Expenditure					
Account Type: E04						
45-111-6920	45 Totals:	31,690.00*	0.00*	0.00*	31,690.00*	0.00*

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
Account Type: E06						
45-111-6952	Transfer out	0.00	0.00	0.00	0.00	0.00
	Transfer to Water Fund	0.00*	0.00*	0.00*	0.00*	0.00*
	Total: Transfer out	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***		0.00***
49						
49-111	WATER SDCs					
	(No Description)					
Account Type: E04	Reserve Accounts	50,316.00	0.00	0.00	50,316.00	0.00
49-111-6907	SDC Capital Improvements	50,316.00*	0.00*	0.00*	50,316.00*	0.00*
	Total: Reserve Accounts	50,316.00*	0.00*	0.00*	50,316.00*	0.00*
Account Type: E06						
49-111-6952	Transfer out	20,000.00	0.00	0.00	20,000.00	0.00
	Transfer to Water Operating	20,000.00*	0.00*	0.00*	20,000.00*	0.00*
	Total: Transfer out	20,000.00*	0.00*	0.00*	20,000.00*	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***
50						
50-111	SEWER					
	(No Description)					
Account Type: E01	Personnel Expenses	5,985.00	490.58	1,962.31	4,022.69	32.79
50-111-6001	City Recorder	601.00	49.85	192.90	408.10	32.10
50-111-6002	Admin. Assistant - A.M.	0.00	(1,187.21)	0.00	0.00	0.00
50-111-6003	Public Works Supervisor	57,730.00	4,720.74	18,882.93	38,847.07	32.71
50-111-6004	WWTP Operator	9,284.00	489.66	3,127.14	6,156.86	33.68
50-111-6009	Public Works Assistant	4,991.00	407.54	1,636.09	3,354.91	32.78
50-111-6011	Finance Officer	4,634.00	398.20	1,501.50	3,132.50	32.40
50-111-6012	Admin. Assistant - P.M.	3,593.00	3.66	16.56	3,576.44	0.46
50-111-6014	WB&V/workmans Comp Insurance	6,367.00	385.34	1,928.16	4,438.84	30.28
50-111-6016	Social Security/Medicare	3,079.00	22.61	497.36	2,581.64	16.15
50-111-6017	State Unemployment Payroll Tax	7,041.00	452.70	2,316.82	4,724.18	32.90
50-111-6018	PERS	13,188.00	548.30	3,926.97	9,261.03	29.78
50-111-6019	Health Insurance	116,493.00*	6,781.97*	35,988.74*	80,504.26*	30.89*
	Total: Personnel Expenses					
Account Type: E02	Materials & Services	30,000.00	2,190.22	9,247.31	20,752.69	30.82
50-111-6020	Operating Material/Suppl	5,000.00	203.77	4,236.28	763.72	84.73
50-111-6021	Contract Services	700.00	44.48	160.83	539.17	22.98
50-111-6022	Copier lease/maintenance					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
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	1,367.06	7,689.51	20,310.49	27.46
50-111-6030	Office Expense	1,000.00	43.49	381.07	618.93	38.11
50-111-6031	Training/Conference	1,000.00	2,50.00	500.00	500.00	50.00
50-111-6032	Audit	3,700.00	2,250.00	2,250.00	1,450.00	60.81
50-111-6034	Vehicle & Equip. Oper. Expense	3,500.00	203.74	883.65	2,616.35	25.25
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	504.12	4,203.48	5,796.52	42.03
50-111-6039	Ethics Commission Fee	100.00	0.00	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	3,887.00	(887.00)	129.57
50-111-6048	Phone	2,000.00	177.01	901.39	1,098.61	45.07
50-111-6049	Insurance	4,900.00	0.00	4,883.66	16.34	99.67
50-111-6051	Safety Apparel/Uniforms	1,000.00	33.98	438.93	561.07	43.89
50-111-6052	Postage	2,000.00	105.71	489.02	1,510.98	24.45
50-111-6054	Test Lab	17,500.00	481.00	1,743.00	15,757.00	9.96
50-111-6055	Rental Expense	1,500.00	0.00	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	46.46	92.92	152.08	37.93
50-111-6062	Postage machine lease	355.00	0.00	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*	9,844.54*	46,969.78*	77,455.22*	37.75*
Account Type: E03	Capital Outlay					
50-111-6901	Equipment	13,180.00	1,925.14	11,418.92	1,761.08	86.64
50-111-6902	On-Site server	1,800.00	450.00	900.00	900.00	50.00
50-111-6906	Construction Projects	5,000.00	149.50	2,144.83	2,855.17	42.90
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	5,748.62	38,185.66	(2,185.66)	106.07
	Total: Capital Outlay	65,480.00*	8,273.26*	53,911.53*	11,568.47*	82.33*
Account Type: E06	Transfer out					
50-111-6952	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	Contingencies					
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	Unappropriated Fund Balances					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
50-111-7999	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**	24,899.77**	136,870.05**	268,490.95**	33.76**
50 Totals:		405,361.00***	24,899.77***	136,870.05***	268,490.95***	33.76***
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					
Account Type: E04	Reserve Accounts					
55-111-6920	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	Transfer out					
55-111-6952	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***
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					

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	Year to Date Var	Percent Expended
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		0.00	0.00	0.00	0.00
	Transfer to Sewer Operating		0.00*	0.00*	0.00*	0.00*
	Total: Transfer out		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****	100,374.26****	416,710.63****	2,054,612.37****	16.86****



City of Aurora

FOUNDED 1856
"National Historic Site"

Public Works department

City Council Public Works Activity Report October 2012

Waste Water

Routine operation maintenance. Plant has and will continue not to violate permit. Plant is on line to river out fall. Bob will remove last acre of popular trees before end of year 2012. See report from Otis.

Water

Routine operation and maintenance. Water filter is working fine, no issues. Working on water line connections for Ehlen Rd. update. Repaired water service and moved meter from parking lot at 4th & Main St. Completed meter reads 10-25.

Streets

Routine operation and maintenance. See quote from WaterTruck Service's for cleaning 118 catch basins and associated piping, 12 will be on GCam . Stormwater master plan, still some work to do should be done in Nov.

Parks

Routine maintenance and operation. New signs are here, will get placement locations from Park committee. Still need to do tree coring.

Equipment

Truck 973-97 Chev is falling apart, Yellow 1 ton will be lucky to make to new budget in July 2013. City backhoe has many oil leaks. CITY EQUIPMENT IS IN DIRE NEED of UPDATING!!!

Administration

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

Overtime has been suspended until emergency call out happens.

Respectfully: Bob Southard

Water Truck Service, Inc.

P.O. BOX 1130 WILSONVILLE, OR 97070
PH: (503) 682-2723 FAX: (503) 570-0779

Fax Cover Sheet

Send to: City of Aurora	Attention: Ricky Sellers	From: Jamie Hartley
Office Location: Wilsonville		Date: 11/6/12
Fax Number: 503-678-2758		Phone Number:

- Urgent
- Reply ASAP
- Please comment
- Please Review
- For your Information

Total pages, including cover:

Comments:

~~Bob~~. Bob,

Per our discussion on your storm drain cleaning;

\$155.00 Per Hour for the truck & operator

\$52.00 Per Hour for laborer/traffic control

Please feel free to call me with any questions you may have.

Thank You,
Jamie Hartley
503-964-2753

G-CAM

$$\begin{array}{r} 465.00 \\ 156.00 \\ \hline 621.00 \end{array}$$

CITY - 30 HRS

$$\begin{array}{r} 4650.00 \\ 1560.00 \\ \hline 6210.00 \end{array}$$

November 8, 2012

Wastewater Treatment Plant Update:

In the month of October:

Operated and maintained the treatment plant to meet all standards set forth in the NPDES permit along with the added requirements of the Consent Decree with the Willamette River Keepers.

Influent flow for the month of October was 1.912 million gallons.

There was no effluent discharge in October.

The new aeration system has been working as designed. It has cut the electrical cost at the plant in half.

Routine and annual maintenance on equipment in preparation for the start of River discharge season.

The staff has also been working on balancing the solids inventory in the aeration basin and has been waste pumping to the geotubes.

General housekeeping and landscape maintenance.

Otis Phillips

Wastewater Operator

City of Aurora

Work Cell 503-519-6426

Plant Phone 503-678-1035

Phillips@ci.aurora.or.us

Memo

To: City Council
From: Kelly Richardson
CC: None
Date: 11/9/2012
Re: Recorders Report Month of October 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 with Office Andersen to finalize contracts for the police dept.**
- ❖ **Working on updating and scanning of address files. Ongoing**
- ❖ **Working on policy and procedures for building permits.**
- ❖ **Code Enforcement issues.**
- ❖ Looking into grants for projects ongoing.
- ❖ Working on updating our court files and finding out the status of our collections. Ongoing
- ❖ Working with Auditors
- ❖ Reading and studying the Aurora Municipal Code.
- ❖ Schedule or discussion on Staff and or Combination Christmas Party details

ORDINANCES & RESOLUTIONS

OLD BUSINESS

INTERGOVERNMENTAL AGREEMENT
Between
MARION COUNTY
And
CITY OF AURORA

THIS AGREEMENT entered into between the City of Aurora, Oregon ("CITY") and Marion County, by and through its Sheriff's Office, ("MCSO"), for the provision of law enforcement services. This agreement will run from UPON SIGNATURE to June 30, 2013, and may be renewed annually, at CITY's option, for four additional one-year terms.

WHEREAS, CITY is in need of law enforcement services and MCSO is willing to provide those services on the terms and conditions hereinafter stated; and

WHEREAS, ORS 190.010 provides that a unit of local government may enter into a written agreement with any other unit of local government for the performance of any or all functions or activities that a party of this Agreement, its officers and agents, have authority to perform.

NOW THEREFORE, in consideration of the covenants herein contained the parties agree as follows:

1. MCSO shall provide law enforcement services for the citizens of the City of Aurora within the corporate limits of the City as set out in Attachment B. There may be instances where the deputy assigned to the city ("assigned deputy") responds for cover outside of the corporate limits. In all instances where this occurs, CITY has the right to ask for clarification as to the nature of the cover calls.
2. MCSO shall assign one (1) deputy, 40 hours per week to perform the services requested in this agreement. MCSO, in consultation with CITY and in conformance with the MCLEA Collective Bargaining Agreement, shall determine the working hours for the deputy assigned. Vacation hours, sick hours, or training needed as determined by MCSO will count toward the 40-hour workweek. During times of leave, MCSO will continue to provide law enforcement services to CITY in a timely manner depending on the nature of calls for service. Some calls for service may be pended for follow up by the City assigned deputy.
3. The assigned deputy is in no way considered an employee of CITY and shall be directed by operational and personnel policies of Marion County and the MCSO. Salaries and fringe benefits will be provided by MCSO.
4. The rendition of law enforcement services, the standards of performance, the discipline of deputy, and other matters incident to the performance of such services and the control of the personnel so employed, shall remain with MCSO. Issues arising from the contracted services and deputy assigned will be taken care

of through CITY representatives and MCSO. CITY may establish law enforcement priorities which MCSO will communicate to the deputy.

5. The CITY and MCSO agree to comply with the Civil Rights Act of 1964, and 1991, Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973, and Title VI as implemented by 45 CFR 80 and 84 which states in part, No qualified person shall on the basis of disability, race, color, or national origin be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which received or benefits from federal financial assistance.
6. Each party shall save harmless, indemnify and defend the other party for any and all claims, damages, losses and expenses incurred by the other to the extent that the same are caused by the negligence or misconduct of the party or the party's agents, officers or employees. Liability shall be limited to not more than the limits of liability set forth in the Oregon Tort Claims Act. Each party shall maintain insurance or self-insurance for general liability. Each party shall provide workers' compensation insurance in compliance with ORS Chapter 656 for all employees performing work under this agreement.
7. For the purpose of this Agreement and the services herein, MCSO shall furnish and supply all necessary labor, supervision, equipment, radio communications facilities, and supplies necessary to maintain the level of services to be rendered.
8. CITY grants to the MCSO, full municipal police authority. MCSO shall cite offenders to the [REDACTED] Aurora Municipal Court, for all violations that are within the jurisdiction of the Court.
9. By the 1st of each month, MCSO shall provide to CITY a report of the previous month's activities related to the City.
10. MCSO will submit monthly billings with actual costs of Personnel Services and pro-rated monthly costs for Materials and Services and Indirect Costs identified in Attachment A.
11. For such services provided, CITY agrees to pay MCSO on a monthly basis the amount billed, not to exceed the annual contract total as indicated in Attachment A. The sum of \$(To be Determined) is the maximum payment amount obligated by the CITY for services provided from UPON SIGNATURE through June 30, 2013.
12. This Agreement may be renewed annually upon agreement regarding the budget items and revision to Attachment A. CITY must notify MCSO of its intent to renew before April 1. CITY and MCSO will then negotiate revisions to the budgetary items in Attachment A. Each renewal must be in writing, incorporate the revision to Attachment A and be executed by both parties. .

13. This Agreement may be amended by mutual consent of the parties. All amendments to this Agreement shall be in writing, executed by both parties.
14. Notice under this Agreement shall be provided in writing by certified mail or personal delivery as follows;

Marion County

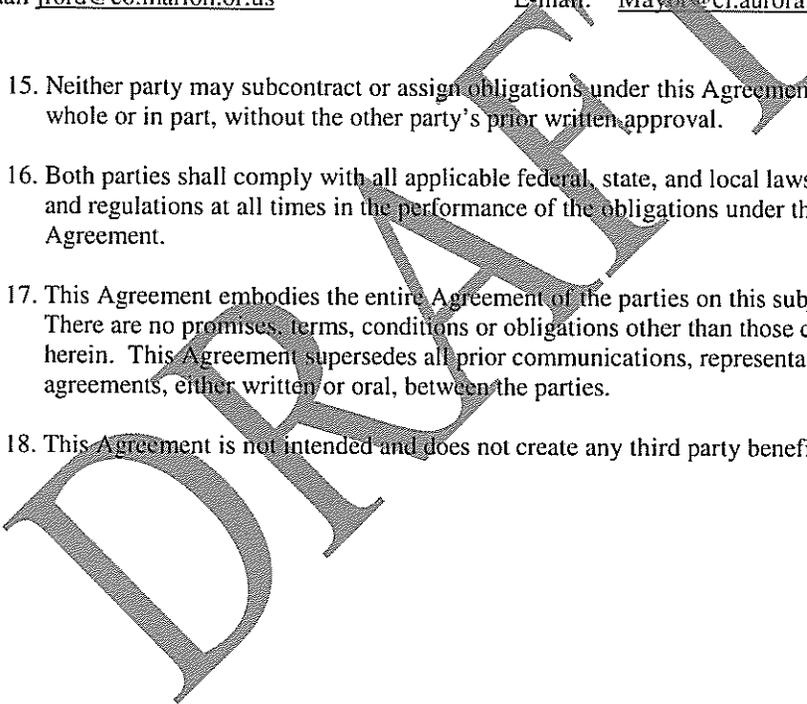
Name: Justin Ford
 Title: Contracts
 Marion County Sheriff's Office
 PO Box 14500
 Salem, Or 97309
 Phone:(503) 589-3261
 Email jford@co.marion.or.us

City of Aurora

Name: Gregory Taylor
 Title: Mayor
 Address: City of Aurora
 XXXXXX 1420 Main Street NE
 XXXXXX Aurora, OR 97002
 Phone: 503-678-1283
 E-mail: Mayor@ci.aurora.or.us

Formatted: Not Highlight

15. Neither party may subcontract or assign obligations under this Agreement, in whole or in part, without the other party's prior written approval.
16. Both parties shall comply with all applicable federal, state, and local laws, rules and regulations at all times in the performance of the obligations under this Agreement.
17. This Agreement embodies the entire Agreement of the parties on this subject. There are no promises, terms, conditions or obligations other than those contained herein. This Agreement supersedes all prior communications, representations or agreements, either written or oral, between the parties.
18. This Agreement is not intended and does not create any third party beneficiaries.



DRAFT

FY12-13 Preliminary Budget
 Estimated Expenses
 100% Sr. Deputy Adv. Cert/20 Yrs. Svc

	Salary & Benefits	Overtime	Total Personnel Services	Materials & Services and Indirect Cost	Annual Total
	107,180	2,500	109,680	48,458	158,138
	107,180	2,500	109,680	48,458	158,138
7 Months Sr. Deputy Adv. Cert/20 Yrs. Svc	62,522	1,458	63,980	28,267	92,247
	62,522	1,458	63,980	28,267	92,247

	Annual Per FTE	Per Month	7 Months
Office Supplies	282	24	165
Field Supplies	213	18	124
Departmental Supplies	130	11	76
Clothing	513	43	299
Gasoline	4,630	386	2,701
Cell Phones	915	76	534
Data Connections	540	45	315
Postage	83	7	48
Communication Services	11,624	969	6,781
Laundry Services	115	10	67
Printing Services	32	3	19
Misc Contractual	311	26	181
Maint. - Office Equipment	304	25	177
Training	399	33	233
Fleet	16344	1,362	9,534
Total Direct Costs	36,435	3,036	21,254
<u>Administrative Charges (8.94%)</u>	12,023	1,002	7,014
<u>Total Indirect Costs</u>	12,023	1,002	7,014
Total Direct & Indirect Costs	48,458	4,038	28,267

ATTACHMENT B:

**CITY OF AURORA / MARION COUNTY IGA
SCOPE OF WORK**

Scope of work: As discussed in proposal In addition, the following applies: (to be completed)

1. MCSO shall assign one (1) deputy, 40 hours per week to perform the services requested in this agreement, for a total of 40 hours of law enforcement coverage per week within the corporate limits of the City of Aurora. A supervisor may assign follow-up to contract deputy as appropriate.
2. CITY agrees to pay MCSO on a monthly basis amount billed not to exceed the annual contract total as indicated in Attachment A. The sum of \$(To Be Determined) is the maximum payment amount obligated by the CITY throughout the term of this contract.
3. MCSO shall inform CITY of the deputy's tentative monthly schedule at least a week prior to the beginning of the schedule. MCSO shall attempt to accommodate requests for particular coverage requested by CITY.
4. The assigned deputy or Contracts Sergeant may attend City Council and/or police commission meetings to the extent CITY requests such attendance prior to the meeting.
5. When available, MCSO shall provide at no extra cost, extra patrol for CITY if necessary in case of emergency or when assigned deputy requests back-up.
6. As part of routine patrol, deputies will check on businesses and residential areas. Any requested services outside the details outlined in this Scope of Work shall be discussed during City Council meetings and shall be mutually agreed upon by CITY and MCSO.
7. Contract deputy will be proactive and seek positive methods of community policing.
8. As with our other service contracts the ability for deputies to take vacation and/or sick leave is considered part of the contractual agreement. If the municipality wants additional coverage (i.e., vacation coverage) while the assigned deputy is away that is negotiable or can be part of the overtime assessment of the agreement. A typical deputy will accrue up to two weeks of vacation per year.

9. The assigned deputy has access to all of the services the Sheriff's Office provides to our staff. This includes but is not limited to: Detectives, Street Crimes (drug activity complaints), Community Relations Unit, Search and Rescue, Evidence, Forensics (finger print evidence), SWAT, and direct working relations with Parole and Probation. In the event of a major incident these resources may be utilized by the assigned deputy.

DRAFT

EXHIBIT 1

CITY OF AURORA / MARION COUNTY PROPOSAL

as follows:

Include If applicable

DRAFT

NEW BUSINESS



GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS
475 Cottage Street NE, Suite 200, Salem, Oregon 97301
(503) 581-7788

November 8, 2012

City Council and Management
City of Aurora
21420 Main Street
Aurora, Oregon 97002

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Aurora as of and for the year ended June 30, 2012, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiencies in the City of Aurora's internal control to be significant deficiencies:

CURRENT YEAR

REVIEW OF UTILITY BILLING NON-CASH ADJUSTMENTS

Criteria:

Sound internal control requires that review of processes be performed to mitigate the risk of fraud.

Condition:

Currently there is no review of utility billing non-cash adjustments performed beyond entry into the system.

Recommendation:

We recommend that utility billing adjustments be reviewed on a timely basis to ensure no unapproved adjustments have been recorded.

RECONCILIATION BETWEEN SYSTEMS

Criteria:

Sound internal control requires that subsystems be reconciled to ensure all information is captured and to mitigate the risk of fraud.

Condition:

Currently there is no reconciliation between the Quickbooks municipal court system and Springbrook, the financial system.

Recommendation:

We recommend that a monthly reconciliation be performed between the two systems.

PRIOR YEAR

NO REVIEW OF JOURNAL ENTRIES

Criteria:

Journal entries should be reviewed by a second person.

Condition:

There is no secondary review of the journal entries that are posted throughout the year.

Recommendation:

We recommend that a second person such as a Council member, review journal entries on a regular basis.

Current Year Update:

Management has complied with this point as of June 30, 2012.

ASSETS AND LIABILITY ACCOUNTS OTHER THAN CASH WERE NOT PROPERLY RECONCILED AT YEAR-END

Criteria:

The City reports on the modified cash basis of accounting; therefore, assets and liabilities other than cash should be reconciled at year-end.

Condition:

The City had receivables, payables, and payroll liabilities recorded as of June 30, 2011. These accounts had not been reconciled at year end.

Recommendation:

The City should reconcile these accounts in a timely manner.

Current Year Update:

The recommendation has not been implemented and the condition continues.

OLD NSF CHECKS INCLUDED IN BANK RECONCILIATIONS

Criteria:

NSF checks should be reviewed for collectability and those NSF items determined to be uncollectible should be written off.

Condition:

The City maintains approximately \$2,600 in NSF items that may not be collected and should be written off.

Recommendation:

The City should more closely monitor the NSF items included in reconciliations and establish procedures to identify NSF items that are likely to be uncollectible so they can be written off.

Current Year Update:

Management has complied with this point as of June 30, 2012.

LACK OF DOCUMENTATION OF APPROVAL AND ACCOUNT CODING FOR DISBURSEMENTS

Criteria:

Department heads should sign or initial invoices indicating their review and approval when providing account coding for the disbursements.

Condition:

There is a lack of documentation of the department head approving the invoices and providing account coding.

Recommendation:

Department heads should include their signature or initials to indicate their approval of invoices when providing account coding.

Current year update:

Management has complied with this point as of June 30, 2012.

This communication is intended solely for the information and use of management, the City Council, and others within the organization, and is not intended to be and should not be used by anyone other than these specified parties.

CERTIFIED PUBLIC ACCOUNTANTS

***CITY OF AURORA, OREGON
ANNUAL FINANCIAL REPORT
Year Ended June 30, 2012***

CITY OF AURORA, OREGON
CITY OFFICIALS
JUNE 30, 2012

MAYOR

Greg Taylor

PO Box 261
Aurora, Oregon 97002

CITY COUNCIL MEMBERS

Bill Graupp

14629 Ehlen Road NE
Aurora, Oregon 97002

Terri Roberts

14892 Bobs Avenue NE
Aurora, Oregon 97002

Jason Sahlin

21011 Main Street NE
Aurora, Oregon 97002

Rick Vlcek

21340 Main Street NE
Aurora, Oregon 97002

CITY ADMINISTRATION

Kelly Richardson, City Recorder
35296 S. Sawtelle Road
Molalla, Oregon 97038

Jan Vlcek, Finance Officer
21420 Main Street NE
Aurora, Oregon 97002

Dennis E. Koho, City Attorney
5305B River Road N.
(P.O. Box 20790)
Keizer, Oregon 97307

MAILING ADDRESS

21420 Main Street NE
Aurora, Oregon 97002

CITY OF AURORA, OREGON
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GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS
475 Cottage Street NE, Suite 200, Salem, Oregon 97301
(503) 581-7788

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Council Members
City of Aurora
21420 Main Street NE
Aurora, Oregon 97002

We have audited the accompanying modified cash basis financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Aurora, Oregon (the City) as of and for the year ended June 30, 2012, which collectively comprise the City's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

As described in the summary of significant accounting policies in the notes to the financial statements, the City prepares its financial statements on a prescribed basis of accounting that demonstrates compliance with the modified cash basis and budget laws of the State of Oregon, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

The City does not maintain historical cost and depreciation records for capital assets including infrastructure, and therefore, no information related to capital assets is presented in the financial statements.

In our opinion, except for the matter discussed above, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Aurora, as of June 30, 2012, and the respective changes in financial position – modified cash basis thereof for the year then ended, in conformity with the basis of accounting described in the summary of significant accounting policies in the notes to the financial statements.

Accounting principles generally accepted in the United States of America require that management's discussion and analysis (MD&A, pages 3-7), and the budgetary comparison information (pages 26-27) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the MD&A in accordance with auditing standards generally accepted in the

United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The budgetary comparison information on pages 26-27 is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Aurora's basic financial statements. The combining and individual fund financial statements and schedules and other schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole. The other schedules have not been subjected to the auditing procedures applied in the audit of the basic financial statements and accordingly we do not express an opinion or provide any assurance on them.

*GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS*

By: _____
Thomas E. Glogau, A Shareholder
**, 2012

CITY OF AURORA, OREGON

Management's Discussion and Analysis June 30, 2012

As management of the City of Aurora, we offer readers of the financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2012.

Financial Highlights

	June 30,		change
	2012	2011	
Net assets	\$ 998,568	\$ 868,208	\$ 130,360
Change in net assets	130,360	17,327	113,033
Governmental net assets	521,798	434,582	87,216
Proprietary net assets	476,770	433,626	43,144
Change in governmental net assets	87,216	129,647	(42,431)
Change in proprietary net assets	43,144	(112,320)	155,464

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City of Aurora's basic financial statements. The City's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business. These statements include:

The Statement of Net Assets (Modified Cash Basis). This presents information on the assets and liabilities of the City as of the date on the statement. Net assets are what remain after the liabilities have been paid or otherwise satisfied. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities (Modified Cash Basis). The *statement of activities* presents information showing how the net assets of the City changed over the most recent fiscal year by tracking receipts, disbursements and other transactions that increase or reduce net assets.

In the government-wide financial statements, the City's activities are shown as governmental and business-type activities. Governmental activities include all basic City government functions, such as administration, city hall, legal, parks, streets and police. These activities are primarily financed through property taxes and other intergovernmental activities. Business-type activities are those which are primarily financed through charges to customers, and include water and sewer operations.

Fund financial statements. The *fund financial statements* provide more detailed information about the City’s funds, focusing on its most significant or “major” funds – not the City of Aurora as a whole. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Aurora, like state and other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

Governmental funds. The *governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful in obtaining an understanding of each fund’s activity.

Proprietary funds. The City of Aurora charges customers for the services it provides – whether to outside customers or to other units of the City – these services are generally reported in proprietary funds.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* and *other supplemental information*.

Government-wide Financial Analysis

	2012			2011		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Cash and investments	\$ 521,798	\$ 476,770	\$ 998,568	\$ 434,582	\$ 433,626	\$ 868,208
Other assets	21,532	16,395	37,927	27,403	11,732	39,135
Total assets	543,330	493,165	1,036,495	461,985	445,358	907,343
Liabilities	21,532	16,395	37,927	27,403	11,732	39,135
Net assets:						
Restricted	193,168	79,190	272,358	142,153	12,375	154,528
Unrestricted	328,630	397,580	726,210	292,429	421,251	713,680
Total Net Assets	\$ 521,798	\$ 476,770	\$ 998,568	\$ 434,582	\$ 433,626	\$ 868,208

Statement of Net Assets. The Statement of Net Assets (modified cash basis) is provided on a comparative basis. As noted earlier, net assets may serve over time as a useful indicator of a government’s financial position. In the case of the City of Aurora, assets exceeded liabilities by \$998,568 as of June 30, 2012.

Restricted net assets represent sources that are subject to external restrictions on their use, such as debt service or capital projects.

Unrestricted net assets are available for general operations of the City.

	2012			2011		
	Government Activities	Business- type Activities	Total	Government Activities	Business- type Activities	Total
Receipts						
Program receipts						
Charges for service	\$ 223,759	\$ 498,392	\$ 722,151	\$ 293,456	\$ 432,168	\$ 725,624
Operating grants	55,146	-	55,146	69,308	495,747	565,055
Capital grants	6,265	12,370	18,635	299,153	20,101	319,254
General receipts						
Taxes and assessments	221,131	289,021	510,152	207,530	275,281	482,811
Franchise taxes	60,430	-	60,430	55,566	-	55,566
Intergovernmental	20,263	20,927	41,190	21,714	-	21,714
Miscellaneous	32,098	2,651	34,749	35,216	3,591	38,807
<i>Total receipts</i>	<u>619,092</u>	<u>823,361</u>	<u>1,442,453</u>	<u>981,943</u>	<u>1,226,888</u>	<u>2,208,831</u>
Disbursements						
General government	103,069	-	103,069	114,732	-	114,732
Public Safety	265,052	-	265,052	309,309	-	309,309
Highways and streets	60,045	-	60,045	89,448	-	89,448
Community development	103,710	-	103,710	338,807	-	338,807
Water	-	241,731	241,731	-	693,548	693,548
Sewer	-	538,486	538,486	-	645,660	645,660
<i>Total disbursements</i>	<u>531,876</u>	<u>780,217</u>	<u>1,312,093</u>	<u>852,296</u>	<u>1,339,208</u>	<u>2,191,504</u>
Change in net assets	87,216	43,144	130,360	129,647	(112,320)	17,327
Net assets, beginning of year	<u>434,582</u>	<u>433,626</u>	<u>868,208</u>	<u>304,935</u>	<u>545,946</u>	<u>850,881</u>
Net assets, end of year	<u>\$ 521,798</u>	<u>\$ 476,770</u>	<u>\$ 998,568</u>	<u>\$ 434,582</u>	<u>\$ 433,626</u>	<u>\$ 868,208</u>

Statement of Activities (Modified Cash Basis). During the current fiscal year, the City's total net assets increased by \$130,360 over prior year. The key elements of the change in the City's net assets for the year ended June 30, 2012 are as follows:

1. Operating grants decreased \$509,909 over the prior year
2. Capital grants decreased \$279,692
3. Disbursements in community development decreased \$235,097 from the prior year
4. Disbursements in water decreased \$451,817 over the prior year
5. Disbursements in sewer decreased \$107,174 over the prior year

Financial Analysis of the City of Aurora's Government Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the City's governmental funds is to provide information on relatively short-term cash flow and funding for future basic services. Such information is useful in assessing the City's financing requirements. In particular, *fund balance* may serve as a useful measure of a government's net resources available for spending at the end of a fiscal year.

As of June 30, 2012 the City's governmental funds reported combined ending fund balances of \$521,798 an increase of \$87,216 over the prior year.

General Fund Budgetary Highlights

The governing body approved several changes to the General Fund budget for the fiscal year ended June 30, 2012.

Significant Fund Transactions

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The following information details significant fund transactions during the year.

Major Governmental Funds:

- **General:** the General Fund had an increase in fund balance of \$45,416 which is primarily related to a decrease in personal services and materials and services disbursements.
- **Street/Storm:** the Street/Storm Fund had an increase in fund balance of \$13,484. The increase over the prior year is due to a decrease in capital outlay disbursements.
- **City Hall Building:** the City Hall Building Fund had an increase of \$14,758 which is due to enhanced citation receipts.

Major Proprietary Funds:

- **Water:** the Water Fund had a decrease of \$1,061. This was primarily due to a combination of an increase in charges for services and an increase in personal services and debt service.
- **Sewer:** the Sewer Fund had an increase of \$14,808. This was primarily due to an increase in charges for services.
- **Water SDC:** the Water SDC Fund had a fund balance increase of \$5,546. This was due to a decrease in transfers out and no disbursements during the year.
- **G.O. Wastewater Bond:** the Wastewater Bond Fund had a decrease of \$1,278. This was due to a combination of an increase in taxes and assessments and an increase in debt service disbursements.

Debt Administration

At the end of the current fiscal year, the City had total debt outstanding of \$3,400,818.

During the current fiscal year, the City's total debt decreased by \$139,073 (.6%).

State statutes limit the amount of general obligation debt a governmental entity may issue to 3 percent of its total assessed valuation. The assessed valuation of the City of Aurora is \$112,018,173, therefore, the current debt limitation for the City of Aurora is \$3,360,545 which is in excess of the City's outstanding general obligation debt.

Additional information on the City of Aurora's long-term debt can be found in the notes to the basic financial statements of this report.

Economic Factors and the Next Year's Budget

The City of Aurora's Budget Committee considered all the following factors while preparing the City budget for the 2012-13 fiscal year:

- a. Prior history of receipts and disbursements,
- b. Capital projects in the water and sewer,
- c. Expected property tax receipts.

Requests for Information

This financial report is designed to present the user (citizens, taxpayers, investors and creditors) with a general overview of the City's finances and to demonstrate the City's accountability. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

City Recorder
City of Aurora
21420 Main Street NE
Aurora, Oregon 97002

BASIC FINANCIAL STATEMENTS

CITY OF AURORA, OREGON
STATEMENT OF NET ASSETS (MODIFIED CASH BASIS)
JUNE 30, 2012

	<i>Governmental Activities</i>	<i>Business-type Activities</i>	<i>Totals</i>
ASSETS			
Cash and investments	\$ 521,798	\$ 476,770	\$ 998,568
Taxes receivable	21,532	16,395	37,927
<i>Total Assets</i>	543,330	493,165	1,036,495
LIABILITIES			
Deferred revenue	21,532	16,395	37,927
NET ASSETS			
Restricted for:			
Debt Service	-	11,097	11,097
Capital outlay	41,943	68,093	110,036
Streets	151,225	-	151,225
Unrestricted	328,630	397,580	726,210
<i>Total Net Assets</i>	<u>\$ 521,798</u>	<u>\$ 476,770</u>	<u>\$ 998,568</u>

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON
STATEMENT OF ACTIVITIES (MODIFIED CASH BASIS)
YEAR ENDED JUNE 30, 2012

<i>FUNCTIONS/PROGRAMS</i>	<i>Disbursements</i>	<i>Program Receipts</i>		
		<i>Fees, Fines and Charges for Services</i>	<i>Operating Grants and Contributions</i>	<i>Capital Grants and Contributions</i>
<i>Governmental activities:</i>				
General government	\$ 103,069	\$ 7,601	\$ -	\$ 1,000
Public Safety	265,052	153,923	3,870	-
Highways and streets	60,045	33,839	51,276	3,060
Community development	103,710	28,396	-	2,205
<i>Total Governmental activities</i>	<i>531,876</i>	<i>223,759</i>	<i>55,146</i>	<i>6,265</i>
<i>Business-type activities:</i>				
Water	241,731	236,646	-	8,306
Sewer	538,486	261,746	-	4,064
<i>Total Business-type activities</i>	<i>780,217</i>	<i>498,392</i>	<i>-</i>	<i>12,370</i>
<i>Total Activities</i>	<i>\$ 1,312,093</i>	<i>\$ 722,151</i>	<i>\$ 55,146</i>	<i>\$ 18,635</i>

General Receipts:

- Property taxes
- Franchise taxes
- Intergovernmental
- Miscellaneous

Total General Receipts

Change in net assets

Net Assets - beginning of year

Net Assets - end of year

*Net (Disbursements) Receipts
and Changes in Net Assets*

<i>Governmental Activities</i>	<i>Business-type Activities</i>	<i>Total</i>
\$ (94,468)	\$ -	\$ (94,468)
(107,259)	-	(107,259)
28,130	-	28,130
(73,109)	-	(73,109)
(246,706)	-	(246,706)
-	3,221	3,221
-	(272,676)	(272,676)
-	(269,455)	(269,455)
(246,706)	(269,455)	(516,161)
221,131	289,021	510,152
60,430	-	60,430
20,263	20,927	41,190
32,098	2,651	34,749
333,922	312,599	646,521
87,216	43,144	130,360
434,582	433,626	868,208
\$ 521,798	\$ 476,770	\$ 998,568

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON

STATEMENT OF ASSETS AND LIABILITIES (MODIFIED CASH BASIS) - GOVERNMENTAL FUNDS

JUNE 30, 2012

		<u>Special Revenue</u>	<u>Capital Projects</u>
	<u>General</u>	<u>Street / Storm</u>	<u>City Hall Building</u>
ASSETS			
Cash and investments	\$ 214,034	\$ 99,118	\$ 110,098
Taxes receivable	21,532	-	-
<i>Total Assets</i>	<u>\$ 235,566</u>	<u>\$ 99,118</u>	<u>\$ 110,098</u>
LIABILITIES AND FUND BALANCE			
Liabilities:			
Deferred revenue	\$ 21,532	\$ -	\$ -
Fund Balance:			
Restricted for:			
Capital outlay	-	-	-
Streets	-	99,118	-
Committed to:			
Capital outlay	-	-	110,098
Unassigned	214,034	-	-
<i>Total Fund Balance</i>	<u>214,034</u>	<u>99,118</u>	<u>110,098</u>
<i>Total Liabilities and Fund Balance</i>	<u>\$ 235,566</u>	<u>\$ 99,118</u>	<u>\$ 110,098</u>

<i>Other Governmental Funds</i>	<i>Total</i>
\$ 98,548	\$ 521,798
-	21,532
<u>\$ 98,548</u>	<u>\$ 543,330</u>
\$ -	\$ 21,532
20,103	20,103
52,107	151,225
26,338	136,436
-	214,034
<u>98,548</u>	<u>521,798</u>
<u>\$ 98,548</u>	<u>\$ 543,330</u>

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON**STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES -
(MODIFIED CASH BASIS) - GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2012**

		<u>Special Revenue</u>	<u>Capital Projects</u>
	<u>General</u>	<u>Street / Storm</u>	<u>City Hall Building</u>
RECEIPTS			
Taxes and assessments	\$ 221,131	\$ -	\$ -
Fines and forfeitures	144,055	-	9,748
Licenses and permits	82,672	-	1,540
Charges for services	-	19,857	-
Intergovernmental	26,254	50,133	-
Miscellaneous	43,136	428	470
	<hr/>	<hr/>	<hr/>
<i>Total Receipts</i>	517,248	70,418	11,758
DISBURSEMENTS			
Current			
General government	99,974	-	-
Public Safety	258,761	-	-
Highways and streets	-	48,434	-
Community development	100,711	-	-
Capital outlay	9,386	11,611	-
	<hr/>	<hr/>	<hr/>
<i>Total Disbursements</i>	468,832	60,045	-
RECEIPTS OVER (UNDER)	48,416	10,373	11,758
OTHER FINANCING SOURCES (USES)			
Transfers in	-	-	3,000
Transfers out	(3,000)	3,111	-
	<hr/>	<hr/>	<hr/>
<i>Total Other Financing Sources (Uses)</i>	(3,000)	3,111	3,000
NET CHANGE IN FUND BALANCE	45,416	13,484	14,758
FUND BALANCE, beginning of year	168,618	85,634	95,340
	<hr/>	<hr/>	<hr/>
FUND BALANCE, end of year	\$ 214,034	\$ 99,118	\$ 110,098
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

<i>Other Governmental Funds</i>	<i>Total</i>
\$ -	\$ 221,131
-	153,803
6,002	90,214
13,228	33,085
-	76,387
438	44,472
19,668	619,092
-	99,974
-	258,761
-	48,434
2,999	103,710
-	20,997
2,999	531,876
16,669	87,216
-	3,000
(3,111)	(3,000)
(3,111)	-
13,558	87,216
84,990	434,582
<u>\$ 98,548</u>	<u>\$ 521,798</u>

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON

STATEMENT OF NET ASSETS (MODIFIED CASH BASIS) - ENTERPRISE FUNDS

JUNE 30, 2012

	<u>Water</u>	<u>Sewer</u>	<u>Water SDC</u>
ASSETS			
Cash and cash equivalents	\$ 215,033	\$ 165,413	\$ 51,874
Taxes receivable	-	-	-
	<hr/>	<hr/>	<hr/>
<i>Total Assets</i>	215,033	165,413	51,874
LIABILITIES			
Deferred revenue	-	-	-
	<hr/>	<hr/>	<hr/>
NET ASSETS:			
Restricted for:			
Debt service	-	-	-
Construction	-	-	51,874
Unrestricted	215,032	165,414	-
	<hr/>	<hr/>	<hr/>
<i>Total Net Assets</i>	<u>\$ 215,032</u>	<u>\$ 165,414</u>	<u>\$ 51,874</u>

<i>G.O.</i>		
<i>Wastewater Debt Service</i>	<i>Other Business- type Funds</i>	<i>Total</i>
\$ 11,097	\$ 33,353	\$ 476,770
16,395	-	16,395
27,492	33,353	493,165
16,395	-	16,395
11,097	-	11,097
-	16,219	68,093
-	17,134	397,580
\$ 11,097	\$ 33,353	\$ 476,770

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON**STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND NET ASSETS (MODIFIED CASH BASIS) - ENTERPRISE FUNDS
YEAR ENDED JUNE 30, 2012**

	<u>Water</u>	<u>Sewer</u>	<u>Water SDC</u>
OPERATING RECEIPTS			
Charges for services	\$ 236,646	\$ 261,746	\$ -
Taxes and assessments	-	-	-
Miscellaneous	11	-	-
<i>Total Operating Receipts</i>	236,657	261,746	-
OPERATING DISBURSEMENTS			
Personal services	96,940	113,906	-
Materials and services	98,741	119,013	-
Capital outlay	37,302	14,854	-
<i>Total Operating Disbursements</i>	232,983	247,773	-
OPERATING RECEIPTS OVER (UNDER) OPERATING DISBURSEMENTS	3,674	13,973	-
NONOPERATING RECEIPTS (DISBURSEMENTS)			
Interest earnings	1,013	835	240
Proceeds from issuance of debt	-	-	-
Debt service:			
Principal	-	-	-
Interest	(8,748)	-	-
<i>Total Nonoperating Receipts (Disbursements)</i>	(7,735)	835	240
INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	(4,061)	14,808	240
OTHER FINANCING SOURCES (USES)			
Transfers in	3,000	-	-
Transfers out	-	-	(3,000)
Capital contributions	-	-	8,306
CHANGE IN FUND NET ASSETS	(1,061)	14,808	5,546
FUND NET ASSETS, Beginning of year	216,093	150,606	46,328
FUND NET ASSETS, End of year	\$ 215,032	\$ 165,414	\$ 51,874

<i>G.O. Wastewater Debt Service</i>	<i>Other Business- type Funds</i>	<i>Total</i>
\$ -	\$ -	\$ 498,392
289,021	-	289,021
-	-	11
289,021	-	787,424
-	-	210,846
-	-	217,754
-	-	52,156
-	-	480,756
289,021	-	306,668
414	138	2,640
-	20,927	20,927
(160,000)	-	(160,000)
(130,713)	-	(139,461)
(290,299)	21,065	(275,894)
(1,278)	21,065	30,774
-	-	3,000
-	-	(3,000)
-	4,064	12,370
(1,278)	25,129	43,144
12,375	8,224	433,626
\$ 11,097	\$ 33,353	\$ 476,770

The accompanying notes are an integral part of the financial statements.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Aurora, Oregon is governed by an elected mayor and four council members who comprise the City Council. The City Council exercises supervisory responsibilities over City operations, but day-to-day management control is the responsibility of a city recorder. All significant activities and organizations for which the City is financially accountable are included in the basic financial statements.

There are certain governmental agencies and various service districts which provide services within the City. These agencies have independently elected governing boards and the City is not financially accountable for these organizations. Therefore, financial information for these agencies is not included in the accompanying basic financial statements.

Basic Financial Statements

Basic financial statements are presented at both the government-wide and fund financial level. Both levels of statements categorize primary activities as either governmental or business-type. Governmental activities, which are normally supported by taxes and intergovernmental receipts, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

Government-wide financial statements display information about the City as a whole. For the most part, the effect of interfund activity has been removed from these statements. These statements focus on the sustainability of the City as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. These aggregated statements consist of the Statement of Net Assets (Modified Cash Basis) and the Statement of Activities (Modified Cash Basis).

The Statement of Net Assets (Modified Cash Basis) presents the assets and liabilities of the City. Net assets, representing assets less liabilities, is shown in two components: restricted for special purposes, amounts which must be spent in accordance with legal restrictions; and unrestricted, the amount available for ongoing City activities.

The Statement of Activities (Modified Cash Basis) demonstrates the degree to which the direct disbursements of a given function or segment are offset by program receipts. *Direct disbursements* are those that are clearly identifiable with a specific function or segment. *Program receipts* include (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment, and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program receipts are reported instead as *general receipts*.

Fund financial statements display information at the individual fund level. Each fund is considered to be a separate accounting entity. Funds are classified and summarized as governmental, proprietary or fiduciary. Currently, the City has governmental funds (general, special revenue, and capital projects) and proprietary type funds (enterprise). Major individual governmental funds and proprietary funds are reported as separate columns in the fund financial statements.

Basis of Presentation

The financial transactions of the City are recorded in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund equity, receipts and disbursements. The various funds are reported by generic classification within the financial statements.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation (continued)

Accounting principles generally accepted in the United States of America set forth minimum criteria (percentage of the assets, liabilities, receipts or disbursements of either fund category or the government and enterprise combined) for the determination of major funds.

The City reports the following governmental funds as major funds:

General Fund

This fund accounts for the financial operations of the City not accounted for in any other fund. Principal sources of receipts are property taxes, licenses and permits, franchise taxes and State shared revenues. Primary disbursements are for administration, police protection, parks, City Council and municipal court.

Street/Storm Fund

Gas tax apportionments received from the State are recorded in this fund. Disbursements are for road construction and maintenance.

City Hall Building Fund

This fund accounts for monies set aside by the City for the future renovation of the City Hall building.

The following governmental funds are considered nonmajor:

Park SDC Fund

This fund was established to account for receipts from park system development charges and to provide for future parks capital improvement projects.

SPWF Project Maintenance Fund

This fund was established to account for monies to be used for future payments of the local improvement district loan. Since the loan has been paid off, the money is used for capital outlay related to public works.

Street/Storm SDC Fund

This fund was established to account for receipts from street/storm system development charges and to provide for future capital improvements to the street and storm system.

Park Reserve Fund

This fund accounts for monies set aside by the City Council and designated for park projects.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation (continued)

Street/Storm Reserve Fund

This fund was established to account for receipts from street/storm development charges and to provide for future street/storm capital improvement projects.

Proprietary funds are used to account for the acquisition, operation, maintenance and debt service of the sewer and water systems. These funds are entirely or predominantly self-supported through user charges to customers.

The City reports the following proprietary funds as major funds.

Water Fund

Financial activities of the City's water utility are recorded in this fund. Receipts consist primarily of user charges. Disbursements are primarily for operation of the utility and for acquisition of property, plant and equipment.

Sewer Fund

Financial activities of the City's sewer utility are recorded in this fund. Receipts consist primarily of user charges. Disbursements are primarily for operation of the utility and for acquisition of property, plant and equipment.

Water SDC Fund

This fund was established to account for receipts from water system development charges and to provide for future capital improvements to the water system.

General Obligation Wastewater Bond Fund

This fund was established to account for receipts set aside for debt service on the general obligation bond and loan repayments. Taxes and interfund transfers are the primary receipts. Payments are for debt service.

The following proprietary funds are considered non-major.

Water Filtration System Fund

This fund was established to fund the water filtration system project.

Sewer Reserve Fund

This fund accumulates resources for major repairs and improvements to the sewer system through transfers from other funds.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The following Proprietary funds are considered nonmajor:

Water Reserve Fund

This fund is used to accumulate resources for major repairs and improvements to the water system through transfers from other funds.

Sewer SDC Fund

This fund was established to account for receipts from sewer system development charges and to provide for future capital improvements to the sewer system.

Fund Balance

In governmental funds, the City's policy is to first apply the disbursement toward restricted fund balance and then to other less-restrictive classifications - committed and then assigned fund balances before using unassigned fund balances.

Fund balance is reported as nonspendable when the resources cannot be spent because they are either in a legally or contractually required to be maintained intact or nonspendable form. Resources in nonspendable form include inventories, prepaids and deposits, and assets held for resale.

Fund balance is reported as restricted when the constraints placed on the use of resources are either: (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Fund balance is reported as committed when the City Council takes formal action that places specific constraints on how the resources may be used. The City Council can modify or rescind the commitment at any time through taking a similar formal action.

Resources that are constrained by the City's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent is expressed when the City Council approves which resources should be "reserved" during the adoption of the annual budget. The City's Finance Director uses that information to determine whether those resources should be classified as assigned or unassigned for presentation in the City's Annual Financial Report.

Unassigned fund balance is the residual classification for the General Fund. This classification represents fund balance that has not been restricted, committed, or assigned within the General Fund. This classification is also used to report any negative fund balance amounts in other governmental funds.

Definitions of Governmental Fund Types

The General Fund is used to account for all financial resources not accounted for in another fund.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Definitions of Governmental Fund Types (Continued)

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The term “proceeds of specific revenues sources” means that the revenue sources for the fund must be from restricted or committed sources, specifically that a substantial portion of the revenue must be from these sources and be expended in accordance with those requirements.

Capital Projects Funds are utilized to account for financial resources to be used for the acquisition or construction of capital equipment and facilities.

Measurement Focus and Basis of Accounting

Accounting principles generally accepted in the United States of America, as promulgated by the Governmental Accounting Standards Board, define principles that should be used to report financial transactions. The government-wide and proprietary fund financial statements are reported using the economic resources and accrual basis of accounting. Under the accrual basis of accounting revenues are recorded when earned and expenses are recorded when the liability is incurred. The governmental fund financial statements are reported using the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recorded when they become both measurable and available, while expenditures are recorded when they the related liability is incurred.

The City’s policy is to prepare its financial statements on the modified cash basis of accounting. Consequently, certain receipts and the related assets are recognized when received rather than when earned and certain disbursements and purchases of assets are recognized when cash is disbursed rather than when the obligation is incurred. Also, assets that are measurable but not yet collected are recorded on the City’s statement of assets and liabilities as an asset and deferred revenue. Capital assets are recorded on the basis of cash disbursements. The City’s policy, although not in accordance with accounting principles generally accepted in the United States of America, is acceptable under Oregon Law (ORS 294.333), which leaves the selection of the method of accounting to the discretion of the municipal corporation.

The City has adopted Governmental Accounting Standards Board (GASB) Statement No. 20, “Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities that Use Proprietary Fund Accounting.” The City has elected to apply all applicable GASB pronouncements, as well as Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions, issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements. As allowed under GASB No. 20, the City has elected not to apply FASB guidance issued subsequent to November 30, 1989, unless specifically adopted by the GASB.

Enterprise funds distinguish between operating receipts and disbursements and nonoperating items. Operating receipts and disbursements result from providing services to customers in connection with ongoing utility operations. The principal operating receipts are charges to customers for service. Operating disbursements include payroll and related costs, materials and supplies, and capital outlay. All receipts not considered operating are reported as nonoperating items.

When both restricted and unrestricted resources are available for use, it is the City’s policy to use restricted resources first, then unrestricted resources as they are needed.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash and Investments

The City maintains cash and investments in a common pool that is available for use by all funds. Each fund type's portion of this pool is displayed as cash and investments.

Oregon Revised Statutes authorize the City to invest in certificates of deposit, savings accounts, bank repurchase agreements, bankers' acceptances, general obligations of U.S. Government and its agencies, certain bonded obligations of Oregon municipalities and the State Treasurer's Local Government Investment Pool, among others. Investments are stated at cost, which approximates fair value.

Receivables and Deferred Revenues

Property taxes are levied by the County Assessor and collected by the County Tax Collector. The taxes are levied and become a lien as of July 1. They may be paid in three installments payable in equal payments due November 15, February 15 and May 15. Uncollected property taxes levied for the current and prior years are recorded as receivable at year-end. The City's property tax collection records show that most of the property taxes due are collected during the year of levy and delinquent taxes are collected in the next few years.

Property tax receivables are offset by deferred revenue and, accordingly, have not been recorded as receipts.

Long-Term Debt

Long-term debt is presented only in the notes to the financial statements.

Accrued Compensated Absences

Accumulated unpaid vacation pay is not accrued. Earned but unpaid sick pay is recorded as a disbursement when paid.

Budget and Budgetary Accounting

The City adopts the budget on an object basis; therefore, cash disbursements of a specific object within a fund may not legally exceed that object's appropriations for cash disbursements. The City Council may amend the budget to expend unforeseen receipts by supplemental appropriations. All supplemental appropriations are included in the budget comparison statements. Appropriations lapse at year end and may not be carried over. The City does not use encumbrance accounting.

Use of Estimates

The preparation of basic financial statements, in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the basic financial statements and reported amounts of receipts and disbursements during the reporting period. Actual results may differ from those estimates.

CITY OF AURORA, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2012

CASH AND INVESTMENTS

Cash and investments are comprised of the following at June 30, 2012:

	<i>Carrying Value</i>	<i>Fair Value</i>
Cash		
Cash on hand	\$ 300	\$ 300
Deposits with financial institutions	81,847	81,847
Investments		
Local Government Investment Pool	916,421	916,421
	<u>\$ 998,568</u>	<u>\$ 998,568</u>

Deposits

The City's deposits with various financial institutions had a bank value of \$119,242 as of June 30, 2012. The difference is due to transactions in process. Bank deposits are secured to legal limits by federal deposit insurance. The remaining amount is secured in accordance with ORS 295 under a collateral program administered by the Oregon State Treasurer.

Custodial Credit Risk - Deposits

This is the risk that in the event of a bank failure, the City's deposits may not be returned. The Federal Depository Insurance Corporation (FDIC) provides unlimited insurance for the City's deposits with financial institutions for the aggregate of all non-interest bearing accounts and up to \$250,000 for the aggregate of all interest bearing accounts at each institution. Deposits in excess of FDIC coverage are with institutions participating in the Oregon Public Funds Collateralization Program (PFCP). The PFCP is a shared liability structure for participating bank depositories, better protecting public funds though still not guaranteeing that all funds are 100% protected. Barring any exceptions, a bank depository is required to pledge collateral valued at least 10% of their quarter-end public fund deposits if they are well capitalized, 25% of their quarter-end public fund deposits if they are adequately capitalized, or 110% of their quarter-end public fund deposits if they are undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities. As of June 30, 2012 all of the City's bank balances were covered by FDIC insurance.

Investments

The State Treasurer of the State of Oregon maintains the Oregon Short-Term Fund, of which the Local Government Investment Pool is part. Participation by local governments is voluntary. The State of Oregon investment policies are governed by statute and the Oregon Investment Council. In accordance with Oregon Statutes, the investment funds are invested as a prudent investor would do, exercising reasonable care, skill and caution. The Oregon Short-Term Fund is the LGIP for local governments and was established by the State Treasurer. It was created to meet the financial and administrative responsibilities of federal arbitrage regulations. The investments are regulated by the Oregon Short-Term Fund Board and approved by the Oregon Investment

CITY OF AURORA, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2012

CASH AND INVESTMENTS (Continued)

Investments (Continued)

Council (ORS 294.805 to 294.895). At June 30, 2012, the fair value of the position in the Oregon State Treasurer's Short-Term Investment Pool was approximately equal to the value of the pool shares. The investment in the Oregon Short-Term Fund is not subject to risk evaluation. LGIP is not rated for credit quality. Separate financial statements for the Oregon Short-Term Fund are available from the Oregon State Treasurer.

Custodial Credit Risk - Investments

For an investment, this is the risk that, in the event of a failure of the counterparty, the City will not be able to recover the value of its investments or collateralized securities that are in the possession of an outside party. The City's investment policy limits the types of investments that may be held and does not allow securities to be held by the counterparty.

The LGIP is administered by the Oregon State Treasury with the advice of other state agencies and is not registered with the U.S. Securities and Exchange Commission. The LGIP is an open-ended no-load diversified portfolio offered to any agency, political subdivision, or public corporation of the state that by law is made the custodian of, or has control of any fund. The LGIP is commingled with the State's short-term funds. In seeking to best serve local governments of Oregon, the Oregon Legislature established the Oregon Short Term Fund Board, which has established diversification percentages and specifies the types and maturities of the investments. The purpose of the Board is to advise the Oregon State Treasury in the management and investment of the LGIP. These investments within the LGIP must be invested and managed as a prudent investor would, exercising reasonable care, skill and caution.

Professional standards indicate that the investments in external investment pools are not subject to custodial risk because they are not evidenced by securities that exist in physical or book entry form. Nevertheless, management does not believe that there is any substantial custodial risk related to investments in the LGIP.

Interest Rate Risk

In accordance with its investment policy, the City manages its exposure to declines in fair value of its investments by limiting the weighted average maturity of its investments through use of the Local Government Investment Pool.

CITY OF AURORA, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2012

LONG-TERM DEBT

Long-term debt transactions for the year were as follows:

	<u>Original Issue</u>	<u>Outstanding July 1, 2011</u>	<u>Issued</u>	<u>Matured/ Redeemed During Year</u>	<u>Outstanding June 30, 2012</u>	<u>Due Within One Year</u>
<i>Business-type activities</i>						
General Obligation Bonds issued May 2009, semi-annual payments with interest from 2.5% to 4.5%	\$ 3,530,000	\$ 3,250,000	\$ -	\$ (160,000)	\$ 3,090,000	\$ 170,000
Safe Drinking Water Revolving Loan Fund Award Contract Loan issued through OECD issued 2011 with interest and principal payments of \$20,892 through 2031 with interest at 3.0%	310,818	289,891	20,927	-	310,818	11,567
	<u>\$ 3,840,818</u>	<u>\$ 3,539,891</u>	<u>\$ 20,927</u>	<u>\$ (160,000)</u>	<u>\$ 3,400,818</u>	<u>\$ 181,567</u>

Debt payments on the general obligation bonds are made from the G.O. Wastewater Bond Fund.

Future debt service requirements are as follows:

Business-type Activities

<u>Fiscal Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2013	\$ 181,567	\$ 135,238	\$ 316,805
2014	196,914	129,791	326,705
2015	207,272	123,420	330,692
2016	227,640	116,227	343,867
2017	248,019	107,248	355,267
2018-2022	1,531,194	373,191	1,904,385
2023-2027	712,534	62,651	775,185
2028-2032	95,678	8,779	104,457
	<u>\$ 3,400,818</u>	<u>\$ 1,056,544</u>	<u>\$ 4,457,362</u>

CITY OF AURORA, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2012

PENSION PLAN

Plan Description

The City contributes to two pension plans administered by the Oregon Public Employees Retirement System (PERS). The Oregon Public Employees Retirement Fund (OPERF) applies to the City's contribution for qualifying employees who were hired before August 29, 2003, and is a cost-sharing multiple-employer defined benefit pension plan. The City participates in the state and local government rate pool (SLGRP). The Oregon Public Service Retirement Plan (OPSRP) is a hybrid successor plan to the OPERF and consists of two programs: The Pension Program, the defined benefit portion of the plan, applies to qualifying City employees hired after August 29, 2003, and to inactive employees who return to employment following a six-month or greater break in service. Benefits are calculated by a formula for members who attain normal retirement age. The formula takes into account final average salary and years of service. Beginning January 1, 2004, all PERS member contributions go into the Individual Account Program (IAP), the defined contribution portion of the plan. PERS members retain their existing PERS accounts, but any future member contributions are deposited into the member's IAP, not the member's PERS account.

Both PERS plans provide retirement and disability benefits, post-employment healthcare benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. PERS is administered under Oregon Revised Statute Chapter 238, which establishes the Public Employees Retirement Board as the governing body of PERS. PERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to PERS, PO Box 23700, Tigard, OR, 97281-3700 or by calling 503-598-7377.

Funding Policy

Members of PERS are required to contribute 6.00% of their salary covered under the plan, which is invested in the OPSRP Individual Account Program. The City is required by ORS 238.225 to contribute at an actuarially determined rate for the qualifying employees under the OPERF plan, and a general service rate and a police/fire rate for the qualifying employees under the OPSRP plan. The OPERF and the OPSRP rates in effect for the year ended June 30, 2012 were 9.20%, 5.12%, and 7.83%, respectively. The contribution requirements for plan members are established by ORS Chapter 238 and may be amended by an act of the Oregon Legislature.

Annual Pension Cost

The City's contribution to PERS for the fiscal years ending June 30, 2010, 2011, and 2012 were \$17,920, \$22,872, and \$18,170, respectively, which equaled the required contributions for the years.

CITY OF AURORA, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2012

TRANSFERS

<u>Fund</u>	<u>Transfers In</u>	<u>Transfers Out</u>
General	\$ -	\$ 3,000
City Hall Building	3,000	-
Street/Storm	3,111	-
Street/Storm SDC	-	3,111
Water	3,000	-
Water SDC	-	3,000
	<u>\$ 9,111</u>	<u>\$ 9,111</u>

Transfers are used to (1) move resources from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund as debt service payments become due, and (3) use unrestricted receipts collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

DISBURSEMENTS IN EXCESS OF APPROPRIATIONS

Oregon law prohibits disbursements of a fund in excess of Council approved appropriations. The City Council approves appropriations by department for the General Fund and by major object class (personal services, materials and services, capital outlay and debt service) for all other funds.

Disbursements in excess of appropriations in individual funds for the year ended June 30, 2012 occurred as follows:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Water			
Personal services	\$ 96,049	\$ 96,940	\$ (891)

CONTINGENCIES

The City purchases commercial insurance to cover all commonly insurable risks, which includes property damage, liability and employee bonds. Most policies carry a small deductible amount. No insurance claims settled in each of the prior three years have exceeded policy coverage.

NEW PRONOUNCEMENTS

The City will implement new GASB pronouncements no later than the required fiscal year. Management has not determined the effect on the financial statements from implementing any of the pronouncements.

GASB Statement No. 61 "The Financial Reporting Entity: Omnibus an amendment of GASB Statements No. 14 and No. 34." This Statement modifies certain requirements for inclusion of component units in the financial reporting entity. This Statement also amends the criteria for reporting component units as if they were part of the primary government. The statement is effective for fiscal years beginning after June 15, 2012.

GASB Statement No. 62 "Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements." The objective of this Statement is to incorporate into GASB's authoritative literature certain accounting and financial reporting guidance that were issued on or before November 30, 1989, which do not conflict with or contradict GASB pronouncements. The statement is effective for fiscal years beginning after December 15, 2011.

GASB Statement No. 63 "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position." The statement provides guidance for reporting deferred outflows of resources, deferred inflows of resources, and net position in a statement of financial position. The statement is effective for fiscal years beginning after December 15, 2011.

GASB Statement No. 68 "Accounting and Reporting for Pension Plans—an amendment of GASB Statement No. 27." The statement establishes accounting and financial reporting requirements related to pensions provided by governments. The statement is effective for fiscal years beginning after June 15, 2014.

SUBSEQUENT EVENTS

The City follows the provisions of Statement of Financial Accounting Standards ("SFAS") No. 165, "Subsequent Events" (ASC 855). ASC 855 establishes accounting and disclosure requirements for subsequent events. Management has evaluated subsequent events through **, 2012, the date on which the financial statements were available to be issued. Management is not aware of any subsequent events that require recognition or disclosure in the financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF AURORA, OREGON
SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL - GENERAL FUND
YEAR ENDED JUNE 30, 2012

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Taxes and assessments	\$ 209,837	\$ 210,133	\$ 221,131	\$ 10,998
Fines and forfeitures	204,375	155,700	144,055	(11,645)
Licenses and permits	87,440	77,440	82,672	5,232
Intergovernmental	41,649	43,069	26,254	(16,815)
Miscellaneous	28,565	36,425	43,136	6,711
<i>Total Receipts</i>	571,866	522,767	517,248	(5,519)
DISBURSEMENTS				
Current				
Personal services	257,491	256,364	225,928	30,436
Materials and services	307,981	304,151	233,973	70,178
Capital outlay	12,700	13,000	8,931	4,069
Contingency	91,470	110,986	-	110,986
<i>Total Disbursements</i>	669,642	684,501	468,832	215,669
RECEIPTS OVER (UNDER)				
DISBURSEMENTS	(97,776)	(161,734)	48,416	210,150
OTHER FINANCING SOURCES (USES)				
Transfers out	(4,000)	(4,000)	(3,000)	1,000
NET CHANGE IN FUND BALANCE	(101,776)	(165,734)	45,416	211,150
FUND BALANCE, beginning of year	101,776	165,734	168,618	2,884
FUND BALANCE, end of year	\$ -	\$ -	\$ 214,034	\$ 214,034

CITY OF AURORA, OREGON**SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL - STREET/STORM FUND
YEAR ENDED JUNE 30, 2012**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Charges for services	\$ 19,152	\$ 19,152	\$ 19,857	\$ 705
Intergovernmental	76,888	64,388	50,133	(14,255)
Miscellaneous	200	250	428	178
<i>Total Receipts</i>	96,240	83,790	70,418	(13,372)
DISBURSEMENTS				
Current				
Personal services	22,445	23,502	22,120	1,382
Materials and services	43,132	42,832	26,314	16,518
Capital outlay	43,450	30,950	11,611	19,339
Contingency	65,433	75,251	-	75,251
<i>Total Disbursements</i>	174,460	172,535	60,045	112,490
RECEIPTS OVER (UNDER) DISBURSEMENTS	(78,220)	(88,745)	10,373	99,118
OTHER FINANCING SOURCES (USES)				
Transfers in	3,111	3,111	3,111	-
NET CHANGE IN FUND BALANCE	(75,109)	(85,634)	13,484	99,118
FUND BALANCE, beginning of year	75,109	85,634	85,634	-
FUND BALANCE, end of year	\$ -	\$ -	\$ 99,118	\$ 99,118

OTHER SUPPLEMENTAL INFORMATION

CITY OF AURORA, OREGON

COMBINING STATEMENT OF ASSETS AND LIABILITIES (MODIFIED CASH BASIS) -

NONMAJOR GOVERNMENTAL FUNDS

JUNE 30, 2012

	<i>Capital Projects</i>		
	<i>Park SDC</i>	<i>SPWF Project</i>	<i>Park Reserve</i>
ASSETS			
Cash and cash equivalents	\$ 20,103	\$ 21,840	\$ 4,498
 LIABILITIES AND FUND BALANCE			
<i>Liabilities:</i>	\$ -	\$ -	\$ -
 <i>Fund Balance:</i>			
Restricted for:			
Capital outlay	20,103	-	-
Streets	-	-	-
Committed to:			
Capital outlay	-	21,840	4,498
 <i>Total Fund Balance</i>	<u>20,103</u>	<u>21,840</u>	<u>4,498</u>
 <i>Total Liabilities and Fund Balance</i>	<u>\$ 20,103</u>	<u>\$ 21,840</u>	<u>\$ 4,498</u>

<i>Capital Projects</i>		
<i>Street / Storm SDC</i>	<i>Street / Storm Reserve</i>	<i>Total</i>
\$ 17,151	\$ 34,956	\$ 98,548
\$ -	\$ -	\$ -
-	-	20,103
17,151	34,956	52,107
-	-	26,338
17,151	34,956	98,548
\$ 17,151	\$ 34,956	\$ 98,548

CITY OF AURORA, OREGON

COMBINING STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE

(MODIFIED CASH BASIS) - NONMAJOR GOVERNMENTAL FUNDS

YEAR ENDED JUNE 30, 2012

	<i>Capital Projects</i>		
	<i>Park SDC</i>	<i>SPWF Project</i>	<i>Park Reserve</i>
RECEIPTS			
Licenses and permits	\$ 2,205	\$ 737	\$ -
Charges for services	-	-	-
Miscellaneous	89	97	32
<i>Total Receipts</i>	2,294	834	32
DISBURSEMENTS			
Current			
Community development	-	-	2,999
RECEIPTS OVER (UNDER) DISBURSEMENTS	2,294	834	(2,967)
OTHER FINANCING SOURCES (USES)			
Transfers out	-	-	-
NET CHANGE IN FUND BALANCE	2,294	834	(2,967)
FUND BALANCE, beginning of year	17,809	21,006	7,465
FUND BALANCE, end of year	\$ 20,103	\$ 21,840	\$ 4,498

<i>Capital Projects</i>		
<i>Street / Storm SDC</i>	<i>Street / Storm Reserve</i>	<i>Total</i>
\$ 3,060	\$ -	\$ 6,002
-	13,228	13,228
86	134	438
3,146	13,362	19,668
-	-	2,999
3,146	13,362	16,669
(3,111)	-	(3,111)
35	13,362	13,558
17,116	21,594	84,990
\$ 17,151	\$ 34,956	\$ 98,548

CITY OF AURORA, OREGON**SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – CITY HALL BUILDING FUND
YEAR ENDED JUNE 30, 2012**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Fines and forfeitures	\$ 14,500	\$ 14,500	\$ 9,748	\$ (4,752)
Licenses and permits	1,200	1,200	1,540	340
Miscellaneous	200	200	470	270
<i>Total Receipts</i>	15,900	15,900	11,758	(4,142)
DISBURSEMENTS				
Capital outlay	112,674	112,674	-	112,674
RECEIPTS OVER (UNDER) DISBURSEMENTS	(96,774)	(96,774)	11,758	108,532
OTHER FINANCING SOURCES (USES)				
Transfers in	3,000	3,000	3,000	-
NET CHANGE IN FUND BALANCE	(93,774)	(93,774)	14,758	108,532
FUND BALANCE, beginning of year	94,774	94,774	95,340	566
FUND BALANCE, end of year	\$ 1,000	\$ 1,000	\$ 110,098	\$ 109,098

CITY OF AURORA, OREGON

SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -

BUDGET AND ACTUAL – PARK SDC FUND

YEAR ENDED JUNE 30, 2012

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Licenses and permits	\$ 2,205	\$ 2,205	\$ 2,205	\$ -
Miscellaneous	75	75	89	14
<i>Total Receipts</i>	2,280	2,280	2,294	14
DISBURSEMENTS				
Current				
Materials and services	21,276	21,276	-	21,276
RECEIPTS OVER (UNDER) DISBURSEMENTS	(18,996)	(18,996)	2,294	21,290
FUND BALANCE, beginning of year	18,996	18,996	17,809	(1,187)
FUND BALANCE, end of year	\$ -	\$ -	\$ 20,103	\$ 20,103

CITY OF AURORA, OREGON

**SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – SPWF PROJECT MAINTENANCE FUND
YEAR ENDED JUNE 30, 2012**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Licenses and permits	\$ 736	\$ 736	\$ 737	\$ 1
Miscellaneous	-	-	97	97
<i>Total Receipts</i>	736	736	834	98
DISBURSEMENTS				
Current				
Personal services	22,265	22,265	-	22,265
RECEIPTS OVER (UNDER) DISBURSEMENTS	(21,529)	(21,529)	834	22,363
FUND BALANCE, beginning of year	21,529	21,529	21,006	(523)
FUND BALANCE, end of year	\$ -	\$ -	\$ 21,840	\$ 21,840

CITY OF AURORA, OREGON

**SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – PARK RESERVE FUND
YEAR ENDED JUNE 30, 2012**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Miscellaneous	\$ 42	\$ 42	\$ 32	\$ (10)
DISBURSEMENTS				
Current				
Materials and services	7,500	7,500	2,999	4,501
RECEIPTS OVER (UNDER) DISBURSEMENTS	(7,458)	(7,458)	(2,967)	4,491
FUND BALANCE, beginning of year	7,458	7,458	7,465	7
FUND BALANCE, end of year	\$ -	\$ -	\$ 4,498	\$ 4,498

CITY OF AURORA, OREGON
SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – STREET/STORM SDC FUND
YEAR ENDED JUNE 30, 2012

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Licenses and permits	\$ 3,060	\$ 3,060	\$ 3,060	\$ -
Miscellaneous	25	25	86	61
<i>Total Receipts</i>	3,085	3,085	3,146	61
DISBURSEMENTS				
Current				
Materials and services	25,347	25,347	-	25,347
RECEIPTS OVER (UNDER)				
DISBURSEMENTS	(22,262)	(22,262)	3,146	25,408
OTHER FINANCING SOURCES (USES)				
Transfers out	(3,111)	(3,111)	(3,111)	-
NET CHANGE IN FUND BALANCE	(25,373)	(25,373)	35	25,408
FUND BALANCE, beginning of year	25,373	25,373	17,116	(8,257)
FUND BALANCE, end of year	\$ -	\$ -	\$ 17,151	\$ 17,151

CITY OF AURORA, OREGON

**SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – STREET/STORM RESERVE FUND
YEAR ENDED JUNE 30, 2012**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Charges for services	\$ 12,600	\$ 12,600	\$ 13,228	\$ 628
Miscellaneous	50	50	134	84
<i>Total Receipts</i>	12,650	12,650	13,362	712
DISBURSEMENTS				
Capital outlay	33,501	33,501	-	33,501
RECEIPTS OVER (UNDER) DISBURSEMENTS	(20,851)	(20,851)	13,362	34,213
FUND BALANCE, beginning of year	20,851	20,851	21,594	743
FUND BALANCE, end of year	\$ -	\$ -	\$ 34,956	\$ 34,956

CITY OF AURORA, OREGON
COMBINING STATEMENT OF FUND NET ASSETS (MODIFIED CASH BASIS) -
NONMAJOR ENTERPRISE FUNDS
JUNE 30, 2012

	<u>Sewer Reserve</u>	<u>Sewer SDC</u>	<u>Water Reserve</u>	<u>Total</u>
ASSETS				
Cash and cash equivalents	\$ 5,424	\$ 16,219	\$ 11,710	\$ 33,353
LIABILITIES				
	-	-	-	-
NET ASSETS:				
Restricted for construction	-	16,219	-	16,219
Unrestricted	5,424	-	11,710	17,134
<i>Total Net Assets</i>	<u>\$ 5,424</u>	<u>\$ 16,219</u>	<u>\$ 11,710</u>	<u>\$ 33,353</u>

CITY OF AURORA, OREGON**COMBINING STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND NET ASSETS
(MODIFIED CASH BASIS) - NONMAJOR ENTERPRISE FUNDS
YEAR ENDED JUNE 30, 2012**

	<u>Water System Filtration</u>	<u>Sewer Reserve</u>	<u>Sewer SDC</u>
OPERATING RECEIPTS	\$ -	\$ -	\$ -
OPERATING DISBURSEMENTS	-	-	-
OPERATING RECEIPTS OVER (UNDER) OPERATING DISBURSEMENTS	-	-	-
NONOPERATING RECEIPTS (DISBURSEMENTS)			
Interest earnings	-	25	71
Proceeds from issuance of debt	15,070	-	-
<i>Total Nonoperating Receipts (Disbursements)</i>	15,070	25	71
INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	15,070	25	71
OTHER FINANCING SOURCES (USES)			
Capital contributions	-	-	4,064
CHANGE IN FUND NET ASSETS	15,070	25	4,135
FUND NET ASSETS, Beginning of year	(15,070)	5,399	12,084
FUND NET ASSETS, End of year	\$ -	\$ 5,424	\$ 16,219

<u>Water Reserve</u>	<u>Total</u>
\$ -	\$ -
-	-
-	-
42	138
5,857	20,927
5,899	21,065
5,899	21,065
-	4,064
5,899	25,129
5,811	8,224
<u>\$ 11,710</u>	<u>\$ 33,353</u>

CITY OF AURORA, OREGON

SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -

BUDGET AND ACTUAL - WATER FUND

YEAR ENDED JUNE 30, 2012

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Charges for services	\$ 239,105	\$ 239,105	\$ 236,646	\$ (2,459)
Miscellaneous	1,100	1,100	1,024	(76)
<i>Total Receipts</i>	240,205	240,205	237,670	(2,535)
DISBURSEMENTS				
Current				
Personal services	94,979	96,049	96,940	(891)
Materials and services	109,975	108,230	98,741	9,489
Debt service				
Interest	25,000	23,500	8,748	14,752
Capital outlay	94,300	105,300	37,302	67,998
Contingency	118,150	127,319	-	127,319
<i>Total Disbursements</i>	442,404	460,398	241,731	218,667
RECEIPTS OVER (UNDER)				
DISBURSEMENTS	(202,199)	(220,193)	(4,061)	216,132
OTHER FINANCING SOURCES (USES)				
Transfers in	4,000	4,000	3,000	(1,000)
NET CHANGE IN FUND BALANCE	(198,199)	(216,193)	(1,061)	215,132
FUND BALANCE, beginning of year	198,199	216,193	216,093	(100)
FUND BALANCE, end of year	\$ -	\$ -	\$ 215,032	\$ 215,032

CITY OF AURORA, OREGON

SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -

BUDGET AND ACTUAL - SEWER FUND

YEAR ENDED JUNE 30, 2012

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Charges for services	\$ 257,040	\$ 257,040	\$ 261,746	\$ 4,706
Miscellaneous	10,330	330	835	505
<i>Total Receipts</i>	<u>267,370</u>	<u>257,370</u>	<u>262,581</u>	<u>5,211</u>
DISBURSEMENTS				
Current				
Personal services	116,000	115,954	113,906	2,048
Materials and services	148,565	142,391	119,013	23,378
Capital outlay	19,800	23,924	14,854	9,070
Contingency	125,391	124,381	-	124,381
<i>Total Disbursements</i>	<u>409,756</u>	<u>406,650</u>	<u>247,773</u>	<u>158,877</u>
RECEIPTS OVER (UNDER) DISBURSEMENTS	<u>(142,386)</u>	<u>(149,280)</u>	<u>14,808</u>	<u>164,088</u>
FUND BALANCE, beginning of year	<u>142,386</u>	<u>149,280</u>	<u>150,606</u>	<u>1,326</u>
FUND BALANCE, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 165,414</u>	<u>\$ 165,414</u>

CITY OF AURORA, OREGON

**SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – WATER SDC FUND
YEAR ENDED JUNE 30, 2012**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Licenses and permits	\$ 8,306	\$ 8,306	\$ 8,306	\$ -
Miscellaneous	-	-	240	240
<i>Total Receipts</i>	8,306	8,306	8,546	240
DISBURSEMENTS				
Capital outlay	47,454	47,454	-	47,454
RECEIPTS OVER (UNDER) DISBURSEMENTS	(39,148)	(39,148)	8,546	47,694
OTHER FINANCING SOURCES (USES)				
Transfers out	(3,000)	(3,000)	(3,000)	-
NET CHANGE IN FUND BALANCE	(42,148)	(42,148)	5,546	47,694
FUND BALANCE, beginning of year	42,148	42,148	46,328	4,180
FUND BALANCE, end of year	\$ -	\$ -	\$ 51,874	\$ 51,874

CITY OF AURORA, OREGON

**SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – GENERAL OBLIGATION WASTEWATER BOND FUND
YEAR ENDED JUNE 30, 2012**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Taxes and assessments	\$ 291,205	\$ 291,205	\$ 289,021	\$ (2,184)
Miscellaneous	225	225	414	189
<i>Total Receipts</i>	291,430	291,430	289,435	(1,995)
DISBURSEMENTS				
Current				
Materials and services	375	375	-	375
Debt service				
Principal	160,000	160,000	160,000	-
Interest	130,713	130,713	130,713	-
<i>Total Disbursements</i>	291,088	291,088	290,713	375
RECEIPTS OVER (UNDER) DISBURSEMENTS	342	342	(1,278)	(1,620)
FUND BALANCE, beginning of year	9,658	9,658	12,375	2,717
FUND BALANCE, end of year	\$ 10,000	\$ 10,000	\$ 11,097	\$ 1,097

CITY OF AURORA, OREGON
SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – WATER FILTRATION FUND
YEAR ENDED JUNE 30, 2012

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS	\$ -	\$ -	\$ -	\$ -
DISBURSEMENTS	-	-	-	-
RECEIPTS OVER (UNDER)				
DISBURSEMENTS	-	-	-	-
OTHER FINANCING SOURCES (USES)				
Proceeds from issuance of debt	-	-	15,070	15,070
NET CHANGE IN FUND BALANCE	-	-	15,070	15,070
FUND BALANCE (DEFICIT), beginning of year	-	-	(15,070)	(15,070)
FUND BALANCE, end of year	\$ -	\$ -	\$ -	\$ -

CITY OF AURORA, OREGON

**SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – SEWER RESERVE FUND
YEAR ENDED JUNE 30, 2012**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Interest earnings	\$ 24	\$ 24	\$ 25	\$ 1
DISBURSEMENTS				
Current				
Materials and services	5,420	5,420	-	5,420
RECEIPTS OVER (UNDER) DISBURSEMENTS	(5,396)	(5,396)	25	5,421
FUND BALANCE, beginning of year	5,396	5,396	5,399	3
FUND BALANCE, end of year	\$ -	\$ -	\$ 5,424	\$ 5,424

CITY OF AURORA, OREGON

**SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – SEWER SDC FUND
YEAR ENDED JUNE 30, 2012**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Licenses and permits	\$ 4,064	\$ 4,064	\$ 4,064	\$ -
Interest earnings	100	100	71	(29)
<i>Total Receipts</i>	4,164	4,164	4,135	(29)
DISBURSEMENTS				
Current				
Materials and services	13,973	13,973	-	13,973
RECEIPTS OVER (UNDER) DISBURSEMENTS	(9,809)	(9,809)	4,135	13,944
FUND BALANCE, beginning of year	9,809	9,809	12,084	2,275
FUND BALANCE, end of year	\$ -	\$ -	\$ 16,219	\$ 16,219

CITY OF AURORA, OREGON

**SCHEDULE OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCE (CASH BASIS) -
BUDGET AND ACTUAL – WATER RESERVE FUND
YEAR ENDED JUNE 30, 2012**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
RECEIPTS				
Interest earnings	\$ -	\$ -	\$ 42	\$ 42
DISBURSEMENTS				
Current				
Materials and services	5,808	5,808	-	5,808
RECEIPTS OVER (UNDER) DISBURSEMENTS	(5,808)	(5,808)	42	5,850
OTHER FINANCING SOURCES (USES)				
Proceeds from issuance of debt	-	-	5,857	5,857
NET CHANGE IN FUND BALANCE	(5,808)	(5,808)	5,899	11,707
FUND BALANCE, beginning of year	5,808	5,808	5,811	3
FUND BALANCE, end of year	\$ -	\$ -	\$ 11,710	\$ 11,710

OTHER SCHEDULES

CITY OF AURORA, OREGON
SCHEDULE OF PROPERTY TAX TRANSACTIONS
YEAR ENDED JUNE 30, 2012

<i>Tax Year</i>	<i>Uncollected Balance July 1, 2011</i>	<i>2011-2012 Levy</i>	<i>Added To Rolls</i>	<i>Interest, Discounts & Adjustments</i>	<i>Turnovers</i>	<i>Uncollected Balance June 30, 2012</i>
2011-2012	\$ -	\$ 524,028	\$ 61	\$ (15,134)	\$ (490,099)	\$ 18,856
2010-2011	20,586	-	2	(2,053)	(8,824)	9,711
2009-2010	10,017	-	-	(1,612)	(2,829)	5,576
2008-2009	5,546	-	-	(48)	(3,276)	2,222
2007-2008	1,720	-	-	(23)	(1,188)	509
2006-2007	426	-	-	(27)	(97)	302
2005-2006	221	-	-	(14)	(35)	172
Prior Years	616	-	-	(8)	(29)	579
Total	\$ 39,132	\$ 524,028	\$ 63	\$ (18,919)	\$ (506,377)	\$ 37,927

CITY OF AURORA, OREGON
SCHEDULE OF LONG-TERM DEBT TRANSACTIONS
YEAR ENDED JUNE 30, 2012

	<u><i>Interest Rates</i></u>	<u><i>Date of Issue</i></u>	<u><i>Fiscal Year of Maturity</i></u>
PRINCIPAL TRANSACTIONS			
<i>Business-type activities</i>			
Safe Drinking Water Revolving Loan OECD 2011	3.00%	2011	2031-32
General Obligation Bonds Bonds 2009	4.7%-5.6%	2009	2023-24

	<u><i>Interest Rates</i></u>	<u><i>Date of Issue</i></u>	<u><i>Unmatured Interest July 1, 2011</i></u>
INTEREST TRANSACTIONS			
<i>Business-type activities</i>			
Safe Drinking Water Revolving Loan OECD 2011	3.00%	2011	\$ 115,767
General Obligation Bonds Bonds 2009	4.7%-5.6%	2009	1,080,238
			<u>\$ 1,196,005</u>

<i>Outstanding July 1, 2011</i>	<i>Issued</i>	<i>Paid</i>	<i>Outstanding June 30, 2012</i>
\$ 289,891	\$ 20,927	\$ -	\$ 310,818
3,250,000	-	(160,000)	3,090,000
<u>\$ 3,539,891</u>	<u>\$ 20,927</u>	<u>\$ (160,000)</u>	<u>\$ 3,400,818</u>

<i>New Issues</i>	<i>Interest Paid</i>	<i>Unmatured Interest June 30, 2012</i>
\$ -	\$ (8,748)	\$ 107,019
-	(130,713)	949,525
<u>\$ -</u>	<u>\$ (139,461)</u>	<u>\$ 1,056,544</u>

CITY OF AURORA, OREGON
SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS
JUNE 30, 2012

<i>Fiscal Year</i>	<i>Safe Drinking Water OECDD Loan 2011</i>			<i>GO Bond 2009</i>								
	<i>Ending</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>					
<i>June 30,</i>												
2013	\$	11,567	\$	9,325	\$	20,892	\$	170,000	\$	125,913	\$	295,913
2014		11,914		8,978		20,892		185,000		120,813		305,813
2015		12,272		8,620		20,892		195,000		114,800		309,800
2016		12,640		8,252		20,892		215,000		107,975		322,975
2017		13,019		7,873		20,892		235,000		99,375		334,375
2018		13,410		7,482		20,892		250,000		89,975		339,975
2019		13,812		7,080		20,892		270,000		79,975		349,975
2020		14,226		6,666		20,892		295,000		69,175		364,175
2021		14,653		6,239		20,892		310,000		57,375		367,375
2022		15,093		5,799		20,892		335,000		43,425		378,425
2023		15,546		5,346		20,892		355,000		28,350		383,350
2024		16,012		4,880		20,892		275,000		12,375		287,375
2025		16,492		4,400		20,892		-		-		-
2026		16,987		3,905		20,892		-		-		-
2027		17,497		3,395		20,892		-		-		-
2028		18,021		2,870		20,891		-		-		-
2029		18,562		2,330		20,892		-		-		-
2030		19,119		1,773		20,892		-		-		-
2031		19,693		1,199		20,892		-		-		-
2032		20,283		607		20,890		-		-		-
	\$	310,818	\$	107,019	\$	417,837	\$	3,090,000	\$	949,525	\$	4,039,525

<i>Totals</i>		
<i>Principal</i>	<i>Interest</i>	<i>Total</i>
\$ 181,567	\$ 135,238	\$ 316,805
196,914	129,791	326,705
207,272	123,420	330,692
227,640	116,227	343,867
248,019	107,248	355,267
263,410	97,457	360,867
283,812	87,055	370,867
309,226	75,841	385,067
324,653	63,614	388,267
350,093	49,224	399,317
370,546	33,696	404,242
291,012	17,255	308,267
16,492	4,400	20,892
16,987	3,905	20,892
17,497	3,395	20,892
18,021	2,870	20,891
18,562	2,330	20,892
19,119	1,773	20,892
19,693	1,199	20,892
20,283	607	20,890
\$ 3,400,818	\$ 1,056,544	\$ 4,457,362

***INDEPENDENT AUDITOR'S REPORT
REQUIRED BY OREGON STATE REGULATORS***



GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS
475 Cottage Street NE, Suite 200, Salem, Oregon 97301
(503) 581-7788

INDEPENDENT AUDITOR'S REPORT REQUIRED BY OREGON STATE REGULATIONS

Honorable Mayor and Council Members
City of Aurora
21420 Main Street NE
Aurora, Oregon 97002

We have audited the basic financial statements of the City of Aurora, Oregon as of and for the year ended June 30, 2012, and have issued our report thereon dated **, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the City of Aurora, Oregon's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- Deposit of public funds with financial institutions (ORS Chapter 295).
- Indebtedness limitations, restrictions and repayment.
- Budgets legally required (ORS Chapter 294).
- Insurance and fidelity bonds in force or required by law.
- Programs funded from outside sources.
- Highway revenues used for public highways, roads, and streets.
- Authorized investment of surplus funds (ORS Chapter 294).
- Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).
- State school fund factors and calculation.
- Public charter school requirements.

In connection with our testing nothing came to our attention that caused us to believe the City was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations except as follows:

- Some budgeted transfers out were not budgeted as resources in other funds.
- The excess of actual revenues over actual expenditures in second preceding year do not equal the beginning balance in first preceding year. This occurred across multiple funds.
- Budgeted amounts for the OECDD loan does not report principal and interest payments separately
- The amounts reported as Requirements by Object Classification on the LB-1 do not agree with the adopted amounts per the council resolution.
- The City reported overexpenditures as noted in the notes to the financial statements.
- The City does not maintain adequate capital assets and depreciation records.

OAR 162-10-0230 Internal Control

In planning and performing our audit, we considered the City's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over financial reporting.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis.

We issued a separate letter dated **, 2012 on deficiencies that we consider to be significant deficiencies.

This report is intended solely for the information and use of the council members and management of the City of Aurora, Oregon and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

*GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS*

By: _____
Thomas E. Glogau, A Shareholder
**, 2012