

**REGULAR MEETING OF THE
WOOD VILLAGE CITY COUNCIL
February 28, 2017
AGENDA**

6:00 P.M. PLEDGE OF ALLEGIANCE

1. Citizen Comments (non-agenda items)
2. Discussion: Homelessness and Panhandling – Chief Deputy Jason Gates
3. [Resolution 5-2017: Application to the Grand Ronde Community Fund](#)
4. [Resolution 6-2017: Personnel Policy Update](#)
5. [Discussion: Hawthorne Ave. Roadway Extension](#)

Public Works

- Director's Report

Finance

- Director's Report

City Manager:

- City Calendar
- Annual Performance Plan

City Attorney:

Mayor and Council Comments:

Committee Reports:

JPACT – Tim Clark

EMCTC – Tim Clark

East Metro Economic Alliance (EMEA) – Tim Clark

Neighborhood Watch – Patricia Smith

Parks & Recreation Commission – Patricia Smith

ADJOURN

The meeting location is wheelchair accessible. This information is available in large print upon request. To request large-print documents or for accommodations such as assistive listening device, sign language, and/or oral interpreter, please call 503-667-6211 at least two working days in advance of this meeting. (TDD 1-800-735-2900).

NEXT MEETING: Tuesday, March 14, 2017



City Council Agenda Item Staff Report

Meeting Date: February 28, 2017

TO: Mayor and Councilors

FROM: Bill Peterson: City Manager
Authored by: Greg Dirks: HR/Records Manager

DATE: February 16, 2017

SUBJECT: Grand Ronde Community Grant Fund

Requested Council Action

Review and approve Resolution 5-2017 which would authorize staff to submit an application to the Grand Ronde Community Fund.

Background

At the 2017 City Council Retreat, the City Council requested that staff research and review grant opportunities through the Grand Ronde Community Fund. The Grand Ronde Community Fund offers two different grant options. The small grant options has a limit of \$7,500, and large grant program has a cap of \$100,000 and is targeted at capital projects. Both grants are to support the following programs: Art & Culture, Education, Environmental Preservation, Health, Historic Preservation, Problem Gaming, and Public Safety. While 501(c)3 organizations in Multnomah County are eligible to apply for the grants, only governmental entities in Polk and Yamhill counties are currently eligible to apply.

The grant process begins with a letter of inquiry, and staff is proposing sending a letter of inquiry along with the resolution to determine the City's eligibility. Initial applications would be seeking support for the City's events, but the grant guidelines specifically stipulate that events including fundraisers, conferences, concerts, and sponsorships are ineligible. However, submitting a letter of intent will provide the City with a definitive response regarding this request, and the overall eligibility of the City.

Next Steps

If approved, staff will submit a letter of intent along with the resolution for the small grant fund to help support community events. Staff will submit future grant requests for other eligible projects as they are developed, and if the City is eligible.

Alternatives

The Council has several alternatives available, and options include:

- Direct that staff meet with Tribal Council representatives to discuss grant eligibility prior to submitting a letter of intent.
- Direct that staff work with a registered 501(c)3 non-profit as the fiscal agent to support a grant application.

- Elect not to submit a letter of intent because the City may not be able to meet the eligibility requirements.
- Approve the staff recommendation authorizing a letter of intent to the Grand Ronde Community Fund.

Fiscal Impact

The small grant fund has a cap of \$7,500, and staff would seek a request of \$5,000 to help support community events. The large grant fund for capital projects has a cap of \$100,000. At this time, there are no projects in process that would qualify for the large grant.

City Goal

An application or letter of intent to the Grand Ronde Community fund helps achieve City Goals 3 and 4: High quality, cost effective public utilities, parks, and events, and Long-term financial stability, and economic vitality.

Suggested Motions

“I move to approve Resolution 5-2017, authorizing staff to submit a letter of intent to the Grand Ronde Community Fund.”

RESOLUTION 5-2017

A RESOLUTION OF THE WOOD VILLAGE CITY COUNCIL AUTHORIZING AND SUPPORTING A LETTER OF INTENT TO THE CONFEDERATED TRIBES OF THE GRAND RONDE COMMUNITY FUND

WHEREAS, the City Council values and appreciates the partnership that has developed between the City and the Confederated Tribes of the Grand Ronde; and

WHEREAS, the Confederated Tribes of the Grand Ronde has made a substantial investment in the community which will further enhance and enrich this professional relationship; and

WHEREAS, the City and Confederated Tribes of the Grand Ronde have partnered on previous events including the Multnomah Greyhound Park Demolition Celebration with great success, and the City desires to continue that partnership.

NOW, THEREFORE, the Wood Village City Council resolves to approve sending a letter of intent to the Confederated Tribes of the Grand Ronde Community Fund in support of City projects, events, and activities.

Motion to approve by _____, seconded by _____ and approved this 28th day of February 2017.

YEAS ____ NAYS ____

Timothy Clark, Mayor

Attest:

Greg Dirks, City Recorder



City Council Agenda Item Staff Report

Meeting Date: February 28, 2017

TO: Mayor and Councilors

FROM: Bill Peterson: City Manager

Authored by: Greg Dirks: HR/Records Manager

DATE: February 15, 2017

SUBJECT: Resolution 6-2017 Revisions to the City's Personnel Policies

Requested Council Action

Review and approve the resolution revising Personnel Policy 360 regarding inclement weather.

Background

The proposed revision adds additional clarification when unpaid leave can be utilized under specific situations. The unpaid leave provision is mentioned along with other paid leaves that may be taken by an employee when they are not able to work during inclement weather. The original intent of the policy was to specify the leaves available to employees, and the application of the leave would fall under the appropriate policy section. Per section 255 regarding unpaid leaves, unpaid leaves of absence can only be taken once all other accrued leave time has been used. This is to prevent employees from self-selecting or "cherry picking" days that may be more advantageous, i.e. around a paid holiday. However, some confusion has resulted in listing unpaid leave as an acceptable option, and there was a perception that it was available to use at any time during inclement weather. The proposed revision specifies that unpaid leave must be taken in accordance with the unpaid leave policy.

Next Steps

If approved, management will update staff members on the revision.

Alternatives

There are several alternatives available to the Council, and they are as follows:

- Do not approve the revision. The intent of the policy will still be enforced by management.
- Direct that staff complete a comprehensive review of the Personnel Manual, and provide additional recommendations for adoption. The last comprehensive update as approved in October, 2015.
- Approve the staff recommendation.

Fiscal Impact

No additional personnel costs are anticipated with this revision.

City Goal

The approval of this resolution will help achieve City Goal 5: A work environment that develops and encourages employees, rewards creativity and innovation.

Suggested Motions

“I move to approve Resolution 6-2017 revising Personnel Policy section 360 clarifying when unpaid leave can be used during inclement weather.”

RESOLUTION 6-2017

A RESOLUTION OF THE WOOD VILLAGE CITY COUNCIL REVISING THE PERSONNEL POLICIES AND PROCEDURES

WHEREAS, the City Council may amend, modernize, and update various policies including policies and procedures set forth in the City's personnel manual; and

WHEREAS, an update to the personnel manual has been identified to increase clarification and understanding regarding leaves during inclement weather.

NOW, THEREFORE, the Wood Village City Council resolves to approve the revision to the City of Wood Village Personnel Policies and Procedures as presented in Exhibit A

Motion to approve by _____, seconded by _____ and approved this 28th day of February 2017.

YEAS ____ NAYS ____

Timothy Clark, Mayor

Attest:

Greg Dirks, City Recorder

EXHIBIT A

Inclement Weather

Office Closures

Citizens of Wood Village expect the City to offer continued public service and emergency services during periods of inclement weather. All departments and offices of the City will be open for regularly scheduled business during inclement weather conditions except in extreme circumstances the City offices may be declared closed by the Mayor or his/her designee.

If the Mayor or designee closes City Hall offices, employees shall receive full pay as regular work hours. Non-exempt employees who work any hours during official office closure times shall receive compensation equal to actual time worked at their straight time hourly rate in addition to full pay as regular work hours.

Employees

- (a) Employees are expected to report to work unless their personal safety would be endangered due to travel conditions. Only the employee can assess the individual situation and decide whether it is safe to report for work. Employees who decide not to report or are unable to report to work must notify their supervisor as soon as possible.
- (b) An employee who chooses not to report for work, reports to work late, or chooses to leave work early during inclement weather conditions shall use vacation time, compensatory time, or their personal holiday for time lost.; Leave without pay can only be taken in accordance with section-255 Unpaid Leaves of Absence. ~~or leave without pay for time lost.~~ Sick leave may not be used for lost time under these conditions.
- (c) Supervisors may permit employees to make up short periods of absence due to inclement weather provided such activity does not conflict with City practices and guidelines and that such work time does not result in overtime compensation or liability.
- (d) Employees already in an approved leave status at the time of closure will remain in that leave status unless called in to work and actually work during the official office closure period.



City Council Agenda Item Staff Report

Meeting Date: February 28, 2017

TO: Mayor and Councilors

FROM: Bill Peterson: City Manager
Authored by: Greg Dirks: HR/Records Manager

DATE: February 22, 2017

SUBJECT: Discussion: Hawthorne Ave. Roadway Extension

Requested Council Action

Review the information, and provide staff with direction on pursuing this project with a preferred route and design.

Background

The topic of extending Hawthorne Ave. into Treehill/Cotton Wood has been discussed at several different meetings. The last discussion took place during the City Council retreat in January. Hawthorne Ave. is located in the original village area, and dead-ends at a secondary entrance into the back portion of the Donald Robertson Park. Current park trail configurations align with the dead-end road, and lead into portions of Treehill and Cotton Wood's internal roadway system.

The idea is to extend Hawthorne Ave. over one of the existing trail connections into the private system of Treehill and Cotton Wood. This roadway would enable a secondary access for emergency responders, as well as another access/exit for the residents who have 238th as their only means of ingress and egress. There are multiple design standards, alignments, and methods that can be utilized to extend this road. These options along with preliminary cost estimates will be presented at the meeting.

Next Steps

Staff will further refine the preferred route and design, and provide Council with additional information on costs, routes, and next steps.

Alternatives

Several alternatives including route and design will be discussed at the meeting.

Fiscal Impact

The fiscal impact will depend on the route, and final design of the roadway. Estimate details will be provided during the discussion.

City Goal

The achievement of this project will help achieve City Goal 1: A safe, clean, livable community, with a sense of pride, quality housing, and strong identity.

Suggested Motions

No specific motion is suggested. Staff is seeking direction to move forward on the planning and development of this project.

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PUBLIC WORKS MONTHLY REPORT

COUNCIL DATE **FEBRUARY 28, 2017**
TO: **BILL PETERSON, CITY MANAGER**
FROM: **SCOTT SLOAN, DIRECTOR OF PUBLIC WORKS**
SUBJECT: **PUBLIC WORKS DIRECTOR'S REPORT**

Wood Village/Fairview Interceptor Connector Trail

As previously discussed, 100% Plans have been received from the engineer, Firwood Design along with easements for the construction. Unfortunately staff was unable to get easements signed by Grovetec for pedestrian pathway construction.

As directed by Council at our last meeting, I have begun redesign of the roadway to fall within the existing 20' easement which will be for maintenance use exclusively. Exclusion of pedestrian use will be at the cost of the property owner in the form of gates. From discussions with our engineer with whom I'm working, considerations such as a minimal width (8'), increased cut and fill slopes and possible need for some retaining walls to prevent the attempting to acquire additional slope easements.

Village Green Waterline Extension (CDBG)

As directed by Council fliers in English/Spanish were distributed to each residence in Wood Village Green Mobile Home Park, several to residences on Stanley St. and several more to the Baptist Church for their posting locations.

A pre-construction meeting was held February 16th and from it a schedule was discussed (confirming potholing would be complete this week and construction to begin by February 27th), the obvious safety issues, traffic control of school busses, garbage pick-up, emergency services, etc., and work hours. Substantial completion will be April 12th.

Goal 3 - Stanley St. Reconstruction Project

Stanley St./Hold Ct. design is at 90% with geotechnical investigation remaining. That work is to be accomplished the first week in March. Once done final design too can be completed and the results of the geotech will be incorporated into the final plans. Staff will be coordinating new Stanley St. waterline alignment with that of Wood Village Green.

CDBG Re-Certification – Donald L. Robertson Park Irrigation Design Project

I received word this morning (2/21) that our application has been deemed complete and is being reviewed by HUD officials for the using of a grant balance from last year applied to this request. Multnomah County's administrator believes it can and

is expecting confirmation next month at our hosting of the Policy Advisory Committee next month.

Reservoir 1 Booster Station Abandonment

I have authorized a not-to-exceed contract extension with Keller & Associates in the amount of \$5,000 to begin the process planning of abandoning an old booster station on the site of Reservoir 1. This service will document the existing conditions, electrical service and an abandonment strategy. Staff has budgeted \$20,000 for this project and intends to use staff and City resources for the project except for final electrical work.

Meetings Attended by Director:

- EMCTC & EMCTC TAC;
- Public Works Director's morning meeting;
- Multnomah County Multi-Jurisdictional National Hazard Mitigation Plan Steering Committee (NHMP);
- Waterline, street and utility construction meetings; pre-construction meetings
- Metro Regional Trails town hall

Development progress: *These activities require plan reviews and comments by the Building Department and other Public Works staff. We also spend time in consultation with the developers, their engineers and the contractor as the project moves from planning to completion.*

- **819 NE 242nd Ave - Babushka Café** – This business, owned by the son of the Babushka Bakery. They have finished improvements and received their Certificate of Occupancy on January 12, 2017.
- **23500 NE Sandy Blvd – Walmart** – A building permit application has been received to construct a covered merchandise pick up area on the west side of the building. The Building Department is waiting for new plans with revisions.
- **2060 NE 238th Drive – Village Manor** – the east elevation of the building in the area around the front porch and entrance experienced partial collapse. The gas line in the ground underneath was crushed at each end and emergency shoring was installed to secure the structure until repairs can be made this coming spring.
- **22479 NE Park Lane – Sleep Train** – They have submitted plans for new signs. They are changing the name to Mattress Firm. The ownership has not changed.
- **2195 NE 244th Ave – Verizon Tower** – Plans originally submitted in May, Verizon has decided to move forward with construction of a cell tower. The contractor will be selected in the next few weeks.
- **23500 NE Sandy Blvd. – Walmart** – A sign permit has been issued. The new sign will be on the West side of the building for grocery pickup.



City Council Agenda Staff Report

Meeting Date: February 28, 2017

Memorandum

TO: Mayor and City Council

FROM: Bill Peterson, City Manager

AUTHOR: Peggy Minter, Finance Director

DATE: February 14, 2017

TOPIC: Council Finance Report on Revenue & Expenditures through January 31, 2017.
This report covers all revenue from **July 1, 2016 through January 31, 2017**, 58% of the fiscal year. All expenditures and revenues through January 31, 2017 are within budgeted parameters.

Please see the attached chart indicating specific January revenue and expense figures.

The interest rate at the LGIP has increased again and is currently at 1.13%. On January 31st our investment portfolio was at \$5,662,292.10.

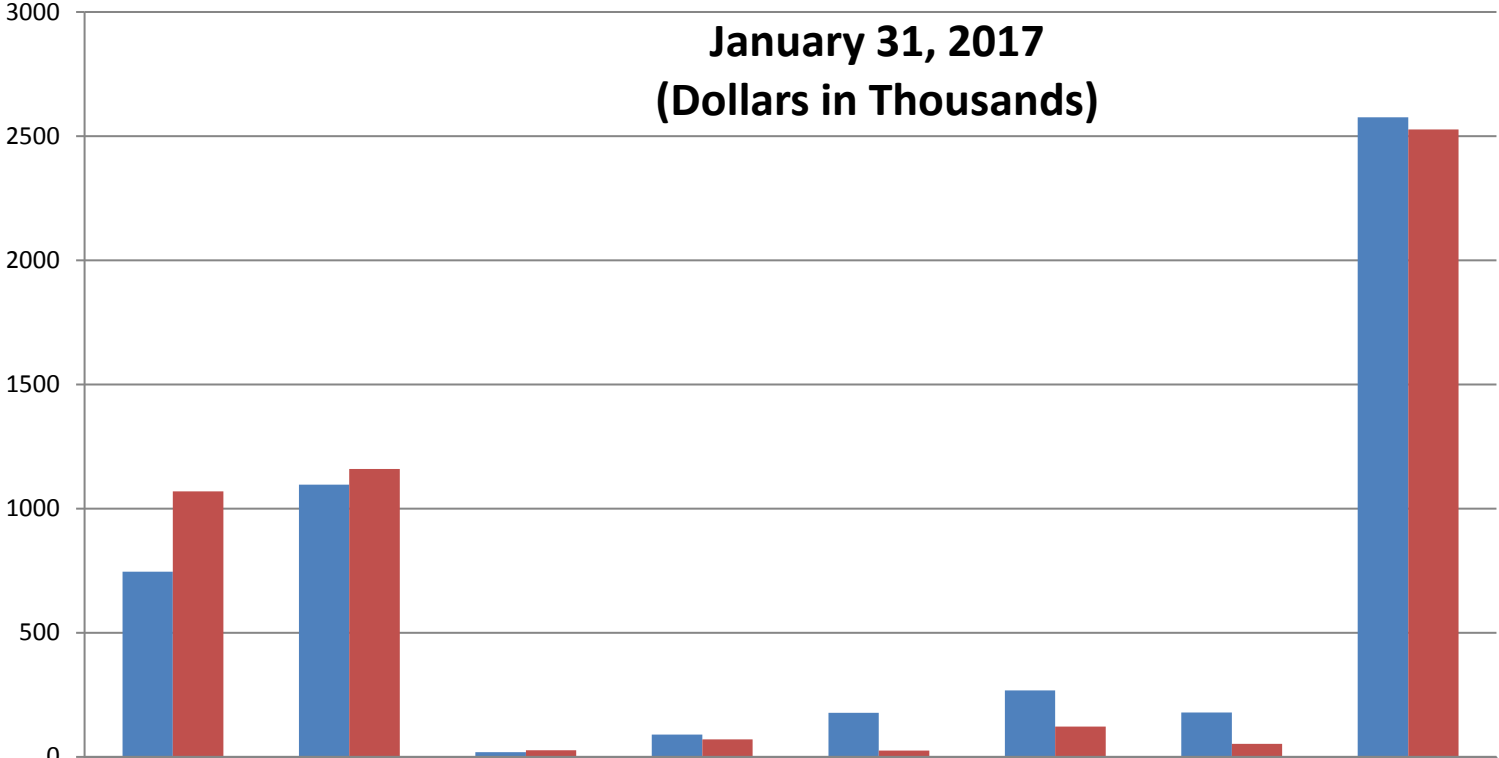
Budget preparation for the 2017-2018 Budget is well underway. If you would like to schedule a pre-budget meeting with Bill and me, we will make ourselves available almost any time between April 3rd and April 19th. Just let us know your preference of times and we'll schedule you in. Then we'll see you at our first Budget Meeting is Thursday, April 20th at 5:30 pm.

SOURCE OF INCOME	YTD 2014-15			YTD 2015-16			YTD 2016-17			Trend
	as of	31-Jan-15		31-Jan-16		31-Jan-17	2014-15 3890	2015-16 3895	2016-17 3910	
Property Tax *		\$767,252	↑ 7%	\$824,667	↑ 5%	\$868,142	\$197.24	\$211.72	\$222.03	
Business Income Tax		\$102,204	↑ 6%	\$108,292	↑ 3%	\$111,485	\$26.27	\$27.80	\$28.51	
Cigarette Tax		\$3,129	↑ 2%	\$3,185	↓ -4%	\$3,073	\$0.80	\$0.82	\$0.79	
Liquor Tax		\$34,661	→ 0%	\$34,669	↑ 4%	\$36,051	\$8.91	\$8.90	\$9.22	
Gasoline Tax		\$129,740	↑ 5%	\$136,812	↑ 3%	\$140,531	\$33.35	\$35.13	\$35.94	
State Shared Revenue		\$19,344	→ 0%	\$19,249	→ 0%	\$19,271	\$4.97	\$4.94	\$4.93	
motel tax		\$87,502	↑ 36%	\$119,143	↓ -6%	\$111,885	\$22.49	\$30.59	\$28.62	
interest revenue		\$12,951	↑ 16%	\$15,079	↑ 70%	\$25,675	\$3.33	\$3.87	\$6.57	
TOTALS		\$1,156,782	↑ 9%	\$1,261,096	↑ 4%	\$1,316,112	\$297.37	\$323.77	\$336.60	

* includes URA taxes

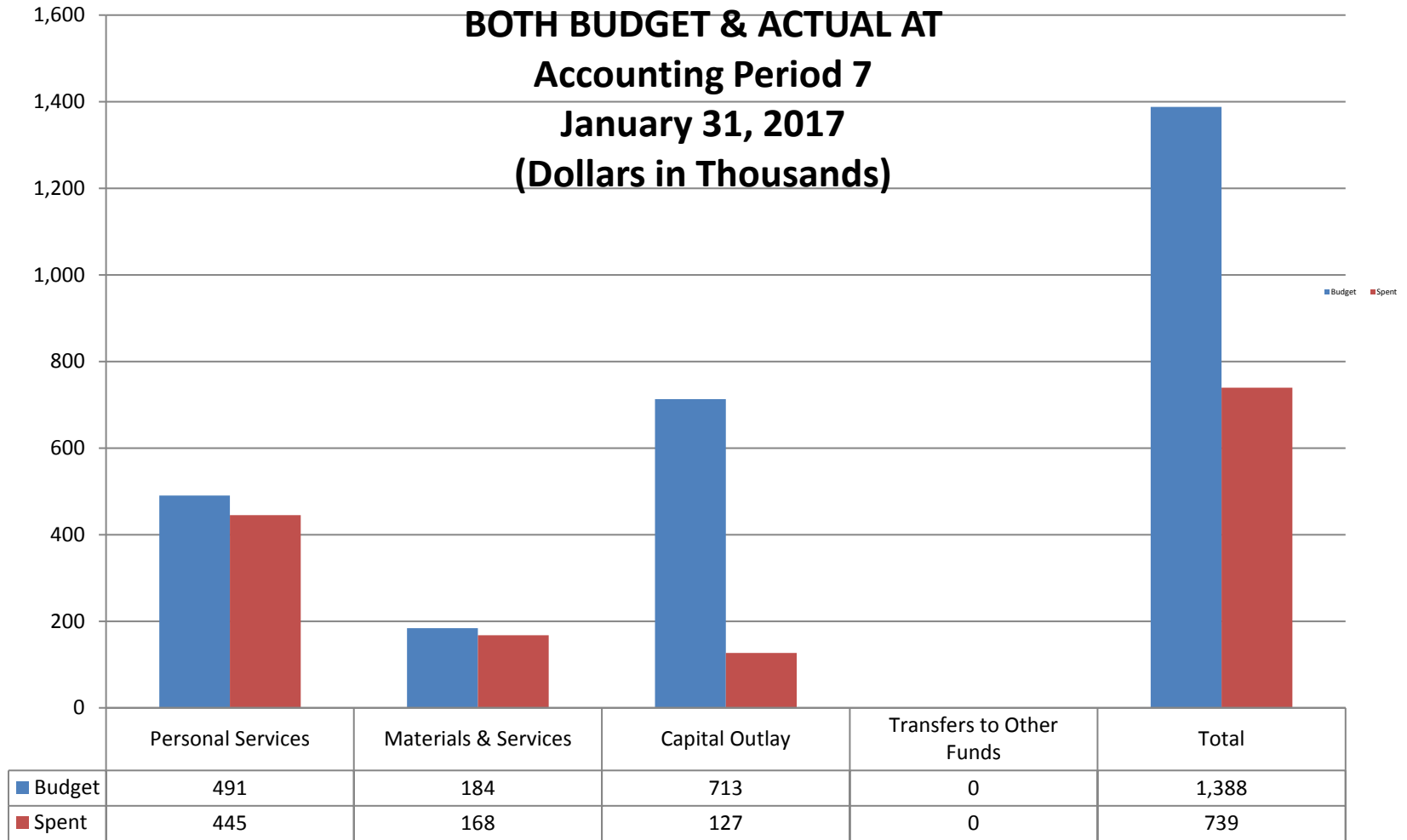
**REVENUE
BUDGET VS. ACTUAL
BOTH BUDGET & ACTUAL AT
ACCOUNTING PERIOD 7**

**January 31, 2017
(Dollars in Thousands)**

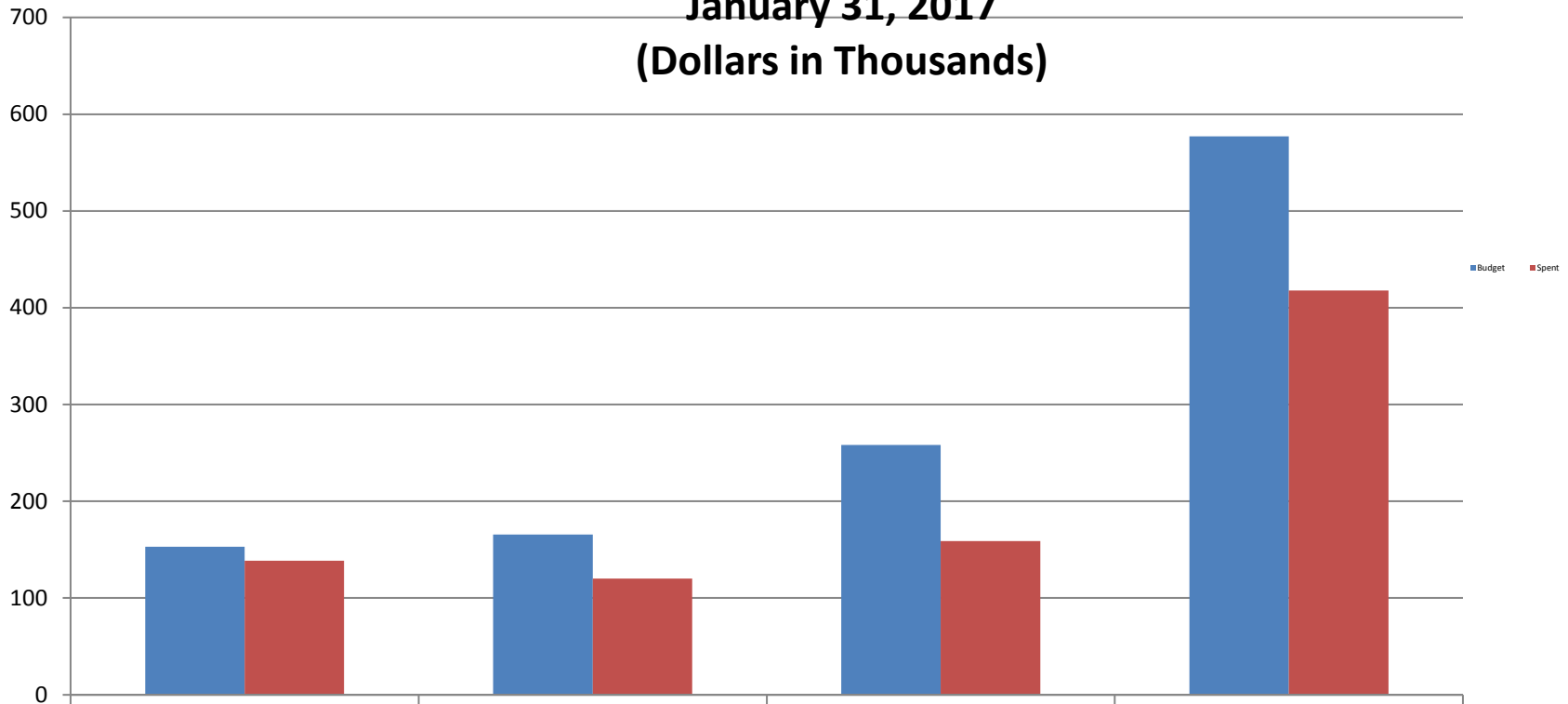


	Taxes	Water/Sewer User Fees	Interest	Permits/Licenses	Franchise	Intergovern.	Misc.	TOTAL
■ Budget	746	1096	18	90	178	268	179	2575
■ Received	1069	1160	27	71	25	122	52	2527

**General Fund
Budget vs. Expense
BOTH BUDGET & ACTUAL AT
Accounting Period 7
January 31, 2017
(Dollars in Thousands)**

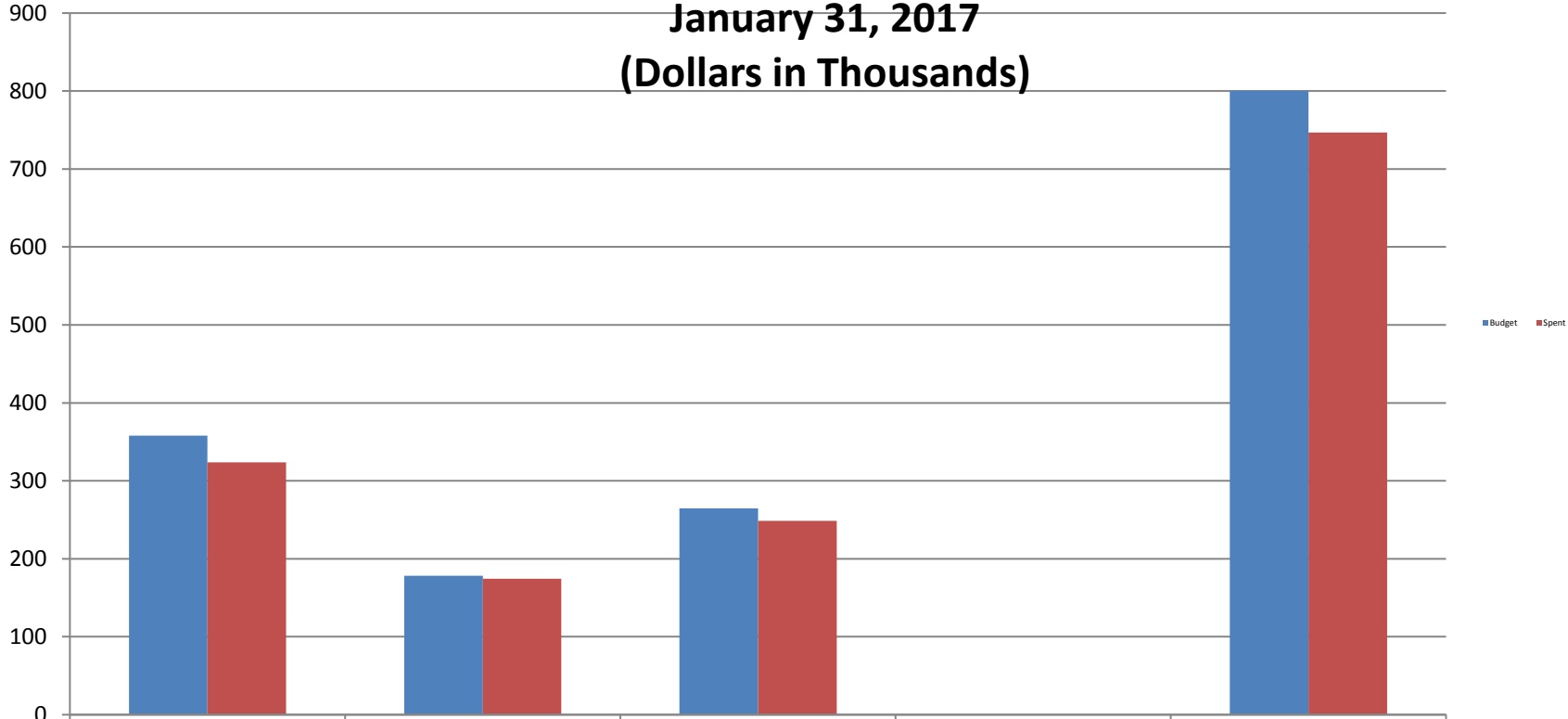


**Street Fund
Budget Vs. Expense
BOTH BUDGET & ACTUAL AT
Accounting Period 7
January 31, 2017
(Dollars in Thousands)**



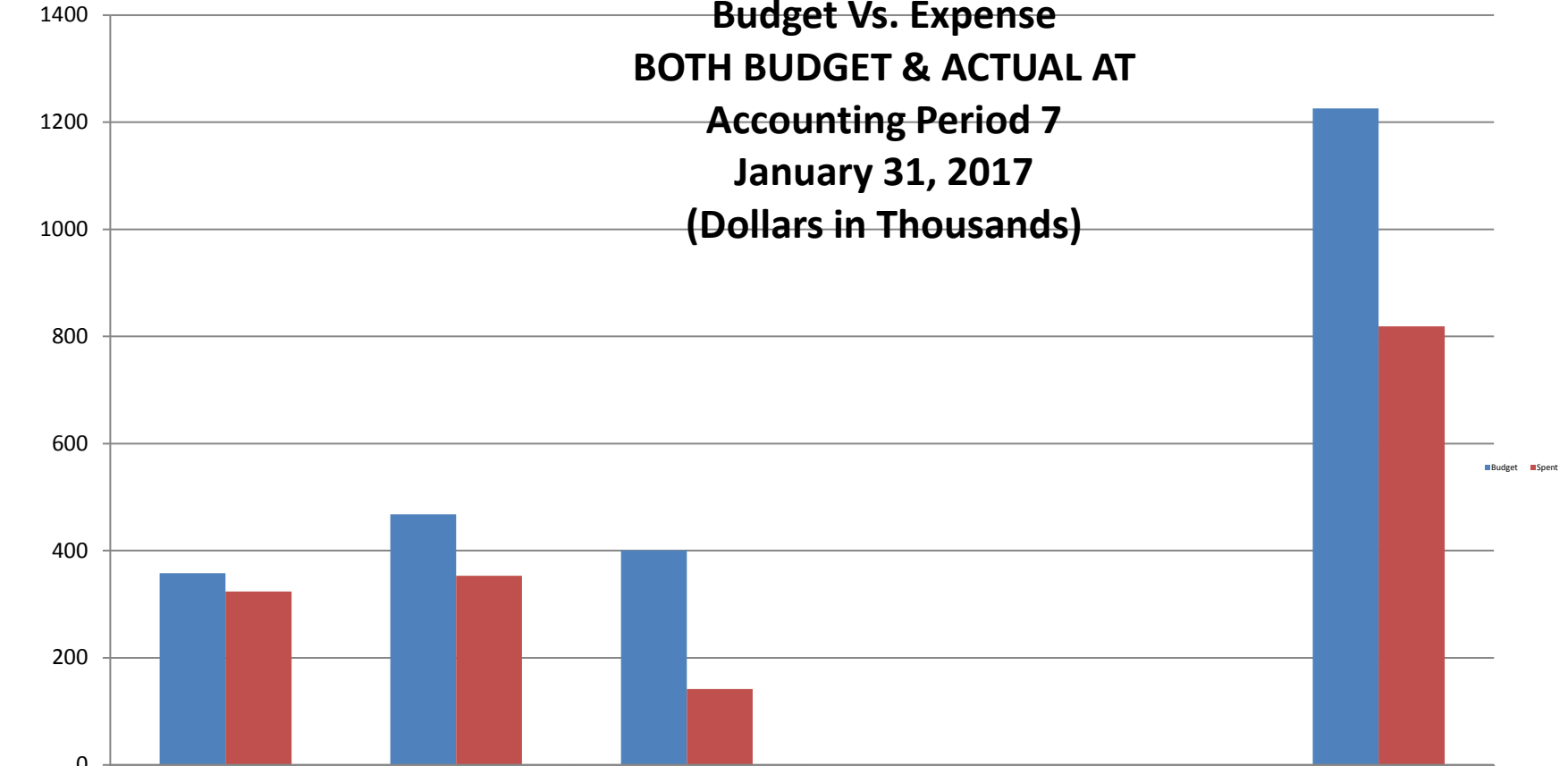
	Personal Services	Materials & Services	Capital Outlay	Total
■ Budget	153	166	258	577
■ Spent	139	120	159	418

**Water Fund
Budget vs. Expense
BOTH BUDGET & ACTUAL AT
Accounting Period 7
January 31, 2017
(Dollars in Thousands)**



	Personal Services	Materials & Services	Capital Outlay		Total
Budget	358	178	264	0	801
Spent	324	174	249	0	747

**Sewer Fund
Budget Vs. Expense
BOTH BUDGET & ACTUAL AT
Accounting Period 7
January 31, 2017
(Dollars in Thousands)**



	Personal Services	Materials & Services	Capital Outlay	Transfers to Other Funds	Debt Service	Total
Budget	358	468	400	0	0	1226
Spent	324	353	142	0	0	819

PROPERTY TAX REVENUES COMPARISON BY DATE												
JULY 2014 THROUGH JUNE 2017												
FY 2014-15	AMOUNT	CUMULATIVE		FY 2015-16	AMOUNT	CUMULATIVE		FY 2016-17	AMOUNT	CUMULATIVE		
	of PAYMENT	TO DATE			of PAYMENT	TO DATE			BY MONTH	TO DATE		
July 2014	\$4,922.31	\$4,922.31	0.61%	7/10/2015	\$5,163.67	\$5,163.67	0.60%	JULY 2016	\$4,693.22	\$4,693.22	0.51%	
August 2014	\$2,929.72	\$7,852.03	0.97%	8/10/2015	\$2,874.83	\$8,038.50	0.94%	AUG 2016	\$2,500.53	\$7,193.75	0.78%	
Sept 2014	\$2,762.11	\$10,614.14	1.30%	9/11/2015	\$2,920.80	\$10,959.30	1.28%	SEPT 2016	\$2,354.43	\$9,548.18	1.03%	
10/10/2014	\$2,128.99	\$12,743.13	1.57%	OCT 2015	\$2,214.56	\$13,173.86	1.54%	OCT 2016	\$1,879.21	\$11,427.39	1.23%	
11/13/2014	\$70,256.62	\$82,999.75	10.20%	11/12/2015	\$79,458.96	\$92,632.82	10.82%	11/10/2016	\$80,411.04	\$91,838.43	9.91%	
11/20/2014	\$144,453.33	\$227,453.08	27.96%	11/19/2015	\$147,680.18	\$240,313.00	28.08%	11/17/2016	\$83,529.21	\$175,367.64	18.92%	
11/26/2014	\$322,815.48	\$550,268.56	67.65%	11/25/2015	\$346,765.68	\$587,078.68	68.59%	11/23/2016	\$202,240.39	\$377,608.03	40.73%	
12/4/2014	\$165,144.66	\$715,413.22	87.96%	12/3/2015	\$201,895.72	\$788,974.40	92.18%	12/1/2016	\$383,254.18	\$760,862.21	82.08%	
12/10/2014	\$42,205.94	\$757,619.16	93.14%	12/10/2015	\$25,555.08	\$814,529.48	95.16%	12/7+12/2016	\$96,723.30	\$857,585.51	92.51%	
1/15/2015	\$9,632.34	\$767,251.50	94.33%	1/13/2016	\$10,137.30	\$824,666.78	96.35%	1/12/2017	\$10,556.03	\$868,141.54	93.65%	
2/11/2015	\$5,586.40	\$772,837.90	95.02%	2/2/2016	\$4,714.60	\$829,381.38	96.90%	FEB 2017	\$0.00	\$868,141.54	93.65%	
3/15/2015	\$24,533.58	\$797,371.48	98.03%	3/10/2016	\$24,561.42	\$853,942.80	99.77%	MAR 2017	\$0.00	\$868,141.54	93.65%	
4/10/2015	\$3,587.82	\$800,959.30	98.47%	4/12/2016	\$3,590.30	\$857,533.10	100.19%	APRIL 2017	\$0.00	\$868,141.54	93.65%	
APRIL	\$0.00	\$800,959.30	98.47%	May 2016	\$0.00	\$857,533.10	100.19%	APRIL 2017	\$0.00	\$868,141.54	93.65%	
5/15/2015	\$4,299.46	\$805,258.76	99.00%	5/11/2016	\$3,114.35	\$860,647.45	100.55%	MAY 2017	\$0.00	\$868,141.54	93.65%	
6/15/2015	\$24,232.01	\$829,490.77	101.98%	6/10/2016	\$23,927.32	\$884,574.77	103.35%	JUNE 2017	\$0.00	\$868,141.54	93.65%	
	\$829,490.77	\$829,490.77	101.98%		\$884,574.77	\$884,574.77	103.35%		YTD TOTAL	\$868,141.54		
	2014-15 budgeted rev	\$813,379			2015-16 budgeted rev	\$855,932			2016-17 budgeted rev	\$927,000		

CIGARETTE TAX REVENUES COMPARISON BY DATE												
JULY 2014 THROUGH JUNE 2017												
FY 2014-15	AMOUNT	CUMULATIVE		FY 2015-16	AMOUNT	CUMULATIVE		FY 2016-17	AMOUNT	CUMULATIVE		
	of PAYMENT	TO DATE			of PAYMENT	TO DATE			BY MONTH	TO DATE		
July 2014	\$442.91	\$442.91	7.37%	7/16/2015	\$422.28	\$422.28	7.90%	JULY 2016	\$403.86	\$403.86	8.24%	
August 2014	\$449.27	\$892.18	14.84%	8/23/2015	\$467.85	\$890.13	16.64%	AUG 2016	\$487.69	\$891.55	18.19%	
10/1/2014	\$491.20	\$1,383.38	23.02%	9/23/2015	\$497.07	\$1,387.20	25.94%	SEPT 2016	\$426.73	\$1,318.28	26.90%	
10/15/2014	\$455.26	\$1,838.64	30.59%	OCT 2015	\$446.60	\$1,833.80	34.29%	OCT 2016	\$487.57	\$1,805.85	36.85%	
12/4/2014	\$471.26	\$2,309.90	38.43%	NOV 2015	\$478.35	\$2,312.15	43.23%	NOV 2016	\$440.20	\$2,246.05	45.84%	
12/4/2014	\$444.52	\$2,754.42	45.83%	DEC 2015	\$442.21	\$2,754.36	51.50%	DEC 2016	\$355.59	\$2,601.64	53.09%	
1/26/2015	\$374.72	\$3,129.14	52.07%	JAN 2016	\$430.29	\$3,184.65	59.55%	1/25/2017	\$471.08	\$3,072.72	62.71%	
4/27/2015	\$543.35	\$3,672.49	61.11%	FEB 2016	\$581.52	\$3,766.17	70.42%	FEB 2017	\$0.00	\$3,072.72	62.71%	
4/28/2015	\$315.79	\$3,988.28	66.36%	MAR 2016	\$0.00	\$3,766.17	70.42%	MAR 2017	\$0.00	\$3,072.72	62.71%	
4/29/2015	\$336.91	\$4,325.19	71.97%	APRIL 2016	\$0.00	\$3,766.17	70.42%	APRIL 2017	\$0.00	\$3,072.72	62.71%	
5/27/2015	\$453.74	\$4,778.93	79.52%	APRIL 2016	\$0.00	\$3,766.17	70.42%	MAY 2017	\$0.00	\$3,072.72	62.71%	
June 2015	\$0.00	\$4,778.93	79.52%	MAY 2016	\$0.00	\$3,766.17	70.42%	MAY 2017	\$0.00	\$3,072.72	62.71%	
6/18/2015	\$447.74	\$5,226.67	86.97%	JUNE 2016	\$2,057.35	\$5,823.52	108.89%	JUNE 2017	\$0.00	\$3,072.72	62.71%	
		\$5,226.67	86.97%			\$5,823.52	108.89%		YTD TOTAL	\$3,072.72		
	YTD TOTAL	\$5,226.67	86.97%		YTD TOTAL	\$5,823.52	108.89%					
	2014-15 budgeted rev	\$6,010			2015-16 budgeted rev	\$5,348			2016-17 budgeted rev	\$4,900		

LIQUOR TAX REVENUES COMPARISON BY DATE												
JULY 2014 THROUGH JUNE 2017												
FY 2014-15	AMOUNT	CUMULATIVE		FY 2015-16	AMOUNT	CUMULATIVE		FY 2016-17	AMOUNT	CUMULATIVE		
	of PAYMENT	TO DATE			of PAYMENT	TO DATE			BY MONTH	TO DATE		
July 2014	\$4,477.01	\$4,477.01	8.82%	7/30/2015	\$4,493.67	\$4,493.67	8.66%	JULY 2016	\$4,460.13	\$4,460.13	7.69%	
August 2014	\$5,113.51	\$9,590.52	18.88%	AUGUST	\$0.00	\$4,493.67	8.66%	AUG 2016	\$0.00	\$4,460.13	7.69%	
Sept 2014	\$0.00	\$9,590.52	18.88%	9/2/2015	\$5,228.51	\$9,722.18	18.74%	SEPT 2016	\$9,015.59	\$13,475.72	23.23%	
10/2/2014	\$5,303.27	\$14,893.79	29.33%	OCT 2015	\$9,251.25	\$18,973.43	36.58%	OCT 2016	\$0.00	\$13,475.72	23.23%	
11/4/2014	\$3,994.09	\$18,887.88	37.19%	NOV 2015	\$0.00	\$18,973.43	36.58%	NOV 2016	\$5,691.96	\$19,167.68	33.05%	
11/20/2014	\$4,415.56	\$23,303.44	45.89%	DEC 2015	\$4,994.58	\$23,968.01	46.20%	DEC 2016	\$0.00	\$19,167.68	33.05%	
12/30/2014	\$4,852.88	\$28,156.32	55.44%	12/31/2015	\$4,429.14	\$28,397.15	54.74%	12/1/2016	\$8,498.12	\$27,665.80	47.70%	
1/28/2015	\$6,504.64	\$34,660.96	68.25%	JAN 2016	\$0.00	\$28,397.15	54.74%	1/31/2011	\$8,385.12	\$36,050.92	62.16%	
3/5/2015	\$4,150.01	\$38,810.97	76.42%	2/1/2016	\$6,272.19	\$34,669.34	66.83%	MAR 2017	\$0.00	\$36,050.92	62.16%	
4/1/2015	\$3,798.12	\$42,609.09	83.90%	3/30/2016	\$7,714.71	\$42,384.05	81.71%	APRIL 2017	\$0.00	\$36,050.92	62.16%	
4/30/2015	\$4,451.59	\$47,060.68	92.67%	5/3/2016	\$4,143.92	\$46,527.97	89.69%	MAY 2017	\$0.00	\$36,050.92	62.16%	
5/28/2015	\$4,053.30	\$51,113.98	100.65%	6/3/2016	\$4,910.82	\$51,438.79	99.16%	MAY 2017	\$0.00	\$36,050.92	62.16%	
6/16/2015	\$5,074.39	\$56,188.37	110.64%	6/3 & 6/30	\$9,643.36	\$61,082.15	117.75%	JUNE 2017	\$0.00	\$36,050.92	62.16%	
		\$56,188.37	110.64%			\$61,082.15	117.75%		YTD TOTAL	\$36,050.92		
	YTD TOTAL	\$56,188.37	110.64%		YTD TOTAL	\$61,082.15	117.75%					
	2014-15 budgeted rev	\$50,785			2015-16 budgeted rev	\$51,874			2016-17 budgeted rev	\$58,000		

ODOT - GAS TAX REVENUES COMPARISON BY DATE											
JULY 2014 THROUGH JUNE 2017											
FY 2014-15	AMOUNT	CUMULATIVE		FY 2015-16	AMOUNT	CUMULATIVE		FY 2016-17	AMOUNT	CUMULATIVE	
	of PAYMENT	TO DATE			of PAYMENT	TO DATE			BY MONTH	TO DATE	
JULY 2014	\$17,499.68	\$17,499.68	7.74%	7/16/2015	\$20,986.00	\$20,986.00	9.31%	JULY 2016	\$20,499.30	\$20,499.30	9.12%
AUG 2014	\$16,923.37	\$34,423.05	15.22%	8/15/2015	\$16,935.14	\$37,921.14	16.82%	AUG 2016	\$18,274.13	\$38,773.43	17.25%
9/15/2014	\$19,138.49	\$53,561.54	23.68%	9/15/2015	\$21,664.98	\$59,586.12	26.43%	SEPT 2016	\$19,086.03	\$57,859.46	25.74%
10/16/2014	\$19,758.55	\$73,320.09	32.41%	OCT 2015	\$20,775.93	\$80,362.05	35.64%	OCT 2016	\$23,112.83	\$80,972.29	36.03%
11/17/2014	\$19,461.23	\$92,781.32	41.02%	11/16/2015	\$19,294.06	\$99,656.11	44.20%	11/16/2016	\$20,765.79	\$101,738.08	45.27%
12/16/2014	\$19,473.92	\$112,255.24	49.62%	12/16/2015	\$17,739.48	\$117,395.59	52.06%	12/15/2016	\$19,986.02	\$121,724.10	54.16%
1/15/2015	\$17,484.45	\$129,739.69	57.35%	JAN 2016	\$19,416.38	\$136,811.97	60.67%	1/17/2017	\$18,807.35	\$140,531.45	62.53%
2/18/2015	\$21,281.66	\$151,021.35	66.76%	FEB 2016	\$21,443.97	\$158,255.94	70.18%	FEB 2017	\$0.00	\$140,531.45	62.53%
3/17/2015	\$15,522.72	\$166,544.07	73.62%	MAR 2016	\$15,400.91	\$173,656.85	77.02%	MAR 2017	\$0.00	\$140,531.45	62.53%
4/16/2015	\$18,946.36	\$185,490.43	82.00%	APRIL 2016	\$19,177.11	\$192,833.96	85.52%	APRIL 2017	\$0.00	\$140,531.45	62.53%
5/16/2015	\$19,908.58	\$205,399.01	90.80%	5/15/2016	\$20,625.64	\$213,459.60	94.67%	MAY 2017	\$0.00	\$140,531.45	62.53%
6/16/2015	\$16,397.30	\$221,796.31	98.05%	6/16/2016	\$18,204.54	\$231,664.14	102.74%	JUNE 2017	\$0.00	\$140,531.45	62.53%
		\$221,796.31				\$231,664.14			YTD TOTAL	\$140,531.45	
	YTD TOTAL	\$221,796.31			YTD TOTAL	\$231,664.14					
	2014-15 budgeted rev	\$226,208			2015-16 budgeted rev	\$225,484			2016-17 budgeted rev	\$224,750	

STATE SHARED TAX REVENUES COMPARISON BY DATE												
JULY 2014 THROUGH JUNE 2017												
FY 2014-15				FY 2015-16				FY 2016-17				
AMOUNT		CUMULATIVE		AMOUNT		CUMULATIVE		AMOUNT	CUMULATIVE			
of PAYMENT		TO DATE		of PAYMENT		TO DATE		BY MONTH	TO DATE			
		\$0.00	0.00%			\$0.00	0.00%	JULY 2016	\$18,030.98	\$18,030.98	44.97%	
08/10/14	\$9,261.92	\$9,261.92	26.58%	August 2015	\$9,563.89	\$9,563.89	26.88%	AUG 2016	\$0.00	\$18,030.98	44.97%	
		\$9,261.92	26.58%			\$9,563.89	26.88%	SEPT 2016	\$0.00	\$18,030.98	44.97%	
		\$9,261.92	26.58%			\$9,563.89	26.88%	OCT 2016	\$0.00	\$18,030.98	44.97%	
11/13/14	\$10,081.70	\$19,343.62	55.52%	November 2015	\$9,685.13	\$19,249.02	54.09%	NOV 2016	\$10,254.75	\$28,285.73	70.54%	
		\$19,343.62	55.52%			\$19,249.02	54.09%	DEC 2016	\$0.00	\$28,285.73	70.54%	
		\$19,343.62	55.52%			\$19,249.02	54.09%	JAN 2017	\$11,910.02	\$40,195.75	100.24%	
01/29/15	\$11,096.08	\$30,439.70	87.37%	02/05/16	\$10,936.26	\$30,185.28	84.82%	FEB 2017	\$0.00	\$40,195.75	100.24%	
		\$30,439.70	87.37%			\$30,185.28	84.82%	MAR 2017	\$0.00	\$40,195.75	100.24%	
		\$30,439.70	87.37%			\$30,185.28	84.82%	APRIL 2017	\$0.00	\$40,195.75	100.24%	
05/01/15	\$8,701.68	\$39,141.38	112.35%	May 2016	\$0.00	\$30,185.28	84.82%	MAY 2017	\$0.00	\$40,195.75	100.24%	
		\$39,141.38	112.35%			\$30,185.28	84.82%	JUNE 2017	\$0.00	\$40,195.75	100.24%	
									YTD TOTAL	\$40,195.75		
	YTD TOTAL	\$39,141.38			YTD TOTAL	\$30,185.28						
	2014-15 budgeted rev	\$34,840			2015-16 budgeted rev	\$35,586			2016-17 budgeted rev	\$40,100		

MOTEL REVENUES COMPARISON BY DATE												
JULY 2014 THROUGH JUNE 2017												
FY 2014-15	AMOUNT	CUMULATIVE		FY 2015-16	AMOUNT	CUMULATIVE		FY 2016-17	AMOUNT	CUMULATIVE		
	of PAYMENT	TO DATE			of PAYMENT	TO DATE			BY MONTH	TO DATE		
JULY 2014	\$30,098.98	\$30,098.98	26.52%	JULY 2015	\$38,404.21	\$38,404.21	32.53%	JULY 2016	\$30,969.89	\$30,969.89	24.40%	
AUG 2014	\$0.00	\$30,098.98	26.52%	AUG 2015	\$0.00	\$38,404.21	32.53%	AUG 2016	\$0.00	\$30,969.89	24.40%	
SEP 2014	\$0.00	\$30,098.98	26.52%	SEP 2015	\$4,662.87	\$43,067.08	36.49%	SEPT 2016	\$0.00	\$30,969.89	24.40%	
10/31/2014	\$30,789.81	\$60,888.79	53.65%	10/19/2015	\$17,203.86	\$60,270.94	51.06%	OCT 2016	\$6,022.20	\$36,992.09	29.15%	
11/1/2014	\$11,926.27	\$72,815.06	64.15%	11/2/2015	\$39,310.52	\$99,581.46	84.36%	NOV 2016	\$49,138.30	\$86,130.39	67.87%	
DEC 2014	\$0.00	\$72,815.06	64.15%	DEC 2015	\$0.00	\$99,581.46	84.36%	DEC 2016	\$0.00	\$86,130.39	67.87%	
1/29/2015	\$14,686.87	\$87,501.93	77.09%	JAN 2016	\$19,561.88	\$119,143.34	100.93%	JAN 2017	\$25,754.56	\$111,884.95	88.17%	
2/11/2015	\$7,809.50	\$95,311.43	83.97%	FEB 2016	\$8,164.96	\$127,308.30	107.85%	FEB 2017	\$0.00	\$111,884.95	88.17%	
MAR 2015	\$0.00	\$95,311.43	83.97%	MAR 2016	\$0.00	\$127,308.30	107.85%	MAR 2017	\$0.00	\$111,884.95	88.17%	
4/30/2015	\$15,070.48	\$110,381.91	97.25%	APRIL 2016	\$0.00	\$127,308.30	107.85%	APRIL 2017	\$0.00	\$111,884.95	88.17%	
5/7/2015	\$7,482.81	\$117,864.72	103.85%	MAY 2016	\$32,273.92	\$159,582.22	135.19%	MAY 2017	\$0.00	\$111,884.95	88.17%	
JUNE 2015	\$0.00	\$117,864.72	103.85%	JUNE 2016	\$0.00	\$159,582.22	135.19%	JUNE 2017	\$0.00	\$111,884.95	88.17%	
									YTD TOTAL	\$111,884.95		
YTD TOTAL	\$117,864.72			YTD TOTAL	\$159,582.22							
	2014-15 budgeted rev	\$113,500			2015-16 budgeted rev	\$118,040				2016-17 budgeted rev	\$126,900	

INTEREST REVENUES COMPARISON BY DATE											
JULY 2014 THROUGH JUNE 2017											
FY 2014-15				FY 2015-16				FY 2016-17			
AMOUNT		CUMULATIVE		AMOUNT		CUMULATIVE		AMOUNT		CUMULATIVE	
of PAYMENT		TO DATE		of PAYMENT		TO DATE		BY MONTH		TO DATE	
July 2014	\$1,948.35	\$1,948.35	5.41%	JULY 2015	\$1,975.74	\$1,975.74	7.24%	JULY 2016	\$3,193.56	\$3,193.56	10.34%
August 2014	\$1,904.28	\$3,852.63	10.70%	AUG 2015	\$1,889.20	\$3,864.94	14.16%	AUG 2016	\$3,307.02	\$6,500.58	21.05%
Sept 2014	\$1,797.43	\$5,650.06	15.69%	SEPT 2015	\$1,847.24	\$5,712.18	20.92%	SEPT 2016	\$3,285.33	\$9,785.91	31.69%
Oct 2014	\$1,837.99	\$7,488.05	20.80%	OCT 2015	\$1,898.88	\$7,611.06	27.88%	OCT 2016	\$3,735.25	\$13,521.16	43.79%
Nov 2014	\$1,748.71	\$9,236.76	25.66%	NOV 2015	\$1,858.97	\$9,470.03	34.69%	NOV 2016	\$3,647.36	\$17,168.52	55.60%
12/31/2014	\$1,882.03	\$11,118.79	30.89%	DEC 2015	\$2,389.46	\$11,859.49	43.44%	DEC 2016	\$4,097.07	\$21,265.59	68.87%
1/31/2015	\$1,831.91	\$12,950.70	35.97%	JAN 2016	\$3,219.10	\$15,078.59	55.23%	JAN 2017	\$4,409.29	\$25,674.88	83.14%
2/28/2015	\$1,645.33	\$14,596.03	40.54%	FEB 2016	\$2,556.31	\$17,634.90	64.60%	FEB 2017	\$0.00	\$25,674.88	83.14%
3/31/2015	\$1,810.18	\$16,406.21	45.57%	MAR 2016	\$2,948.51	\$20,583.41	75.40%	MAR 2017	\$0.00	\$25,674.88	83.14%
4/30/2015	\$1,747.26	\$18,153.47	50.43%	APRIL 2016	\$2,834.25	\$23,417.66	85.78%	APRIL 2017	\$0.00	\$25,674.88	83.14%
5/31/2015	\$1,830.32	\$19,983.79	55.51%	5/31/2016	\$2,919.04	\$26,336.70	96.47%	MAY 2017	\$0.00	\$25,674.88	83.14%
6/30/2015	\$1,917.20	\$21,900.99	60.84%	6/30/2016	\$3,139.62	\$29,476.32	107.97%	JUNE 2017	\$0.00	\$25,674.88	83.14%
		\$21,900.99	43.12%			\$29,476.32	107.97%		YTD TOTAL	\$25,674.88	
	YTD TOTAL	\$21,900.99	43.12%		YTD TOTAL	\$29,476.32	107.97%				
									2016-17 budgeted rev	\$30,880	
	2014-15 budgeted rev	\$36,000			2015-16 budgeted rev	\$27,300					

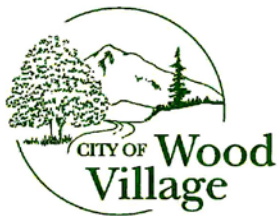
INVESTMENT HISTORY	Amt invested at month-end	Interest rate	Actual Interest		Amt invested at month-end	Amt invested at month-end	Interest rate	Actual Interest	Amt invested at month-end	Interest rate	Amt invested at month-end
						*previously Sterling Bank					
		avg/mo	received					received			
	LGIP				US BANK	RIVERVIEW BANK			WELLS FARGO CHECKING		TOTAL CMBND
JAN 2017	\$4,545,433.46	1.150%	\$4,409		\$99,589.10	\$1,017,269.54	0.50%	\$0.00	\$0.00	0.00%	\$5,662,292.10
DEC 2016	\$4,487,859.56	1.030%	\$4,097		\$100,818.10	\$629,754.35	0.50%	\$0.00	\$559,375.17	0.21%	\$5,777,807.18
NOV 2016	\$4,523,225.08	1.030%	\$3,647		\$100,818.10	\$0.00	0.50%	\$0.00	\$616,574.78	0.21%	\$5,240,617.96
OCT 2016	\$4,128,447.18	1.030%	\$3,735		\$100,818.10	\$0.00	0.50%	\$0.00	\$620,880.27	0.21%	\$4,850,145.55
SEPT 2016	\$4,290,620.22	1.030%	\$3,285		\$100,818.10	\$0.00	0%	\$0.00	\$685,353.60	0.21%	\$5,076,791.92
AUG 2016	\$4,253,160.06	0.920%	\$3,307		\$101,065.31	\$0.00	0%	\$0.00	\$724,172.74	0.21%	\$5,078,398.11
JULY 2016	\$4,323,141.59	0.920%	\$3,194		\$101,065.31	\$0.00	0%	\$0.00	\$586,725.38	0.71%	\$5,010,932.28
JUNE 2016	\$4,415,949.15	0.875%	\$3,140		\$101,065.31	\$0.00	0%	\$0.00	\$562,257.51	0.71%	\$5,079,271.97
MAY 2016	\$4,341,731.06	0.875%	\$2,919		\$101,065.31	\$0.00	0%	\$0.00	\$664,325.22	0.71%	\$5,107,121.59
APR 2016	\$4,548,380.06	0.75%	\$2,834		\$101,065.31	\$0.00	0%	\$0.00	\$655,083.11	0.71%	\$5,304,528.48
MAR 2016	\$4,701,221.56	0.75%	\$2,949		\$101,065.31	\$0.00	0%	\$0.00	\$894,923.95	0.71%	\$5,697,210.82
FEB 2016	\$4,697,812.65	0.74%	\$2,556		\$101,325.72	\$0.00	0%	\$0.00	\$681,955.64	0.71%	\$5,481,094.01
JAN 2016	\$4,734,048.80	0.67%	\$2,594		\$101,347.72	\$0.00	0%	\$625.00	\$594,112.34	0.71%	\$5,429,508.86
DEC 2015	\$4,816,143.63	0.54%	\$2,389		\$100,722.72	\$0.00	0%	\$0.00	\$534,712.67	0.71%	\$5,451,579.02
NOV 2015	\$4,558,708.91	0.54%	\$1,859		\$100,039.00	\$0.00	0%	\$0.00	\$640,271.85	0.71%	\$5,299,019.76
OCT 2015	\$4,029,379.78	0.54%	\$1,899		\$100,039.00	\$0.00	0%	\$0.00	\$519,997.98	0.71%	\$4,649,416.76
SEPT 2015	\$4,176,917.47	0.54%	\$1,847	0	0	\$0.00	0%	\$0.00	\$607,753.19	0.71%	\$4,784,670.66
AUG 2015	\$4,143,423.17	0.54%	\$1,889	0	0	\$0.00	0%	\$0.00	\$679,771.25	0.71%	\$4,823,194.42
JULY 2015	\$4,087,032.16	0.54%	\$1,976	0	0	\$0.00	0%	\$0.00	\$589,578.17	0.71%	\$4,676,610.33
JUNE 2015	\$4,440,146.72	0.50%	\$1,917	0	0	\$0.00	0%	\$1.49	\$489,594.49	0.79%	\$4,929,741.21
MAY 2015	\$4,342,884.96		\$1,831	0	0	\$89,919.65	0.0025%	\$2.23	\$404,587.92	1.06%	\$4,837,392.53
APR 2015	\$4,273,916.33	0.50%	\$1,747	0	0	\$89,917.36	0.0025%	\$2.22	\$382,739.86	1.06%	\$4,746,573.55
MAR 2015	\$4,230,374.18	0.50%	\$1,810	0	0	\$89,915.14	0.0025%	\$2.29	\$625,321.38	1.06%	\$4,945,610.70
FEB 2015	\$4,281,177.59	0.50%	\$1,645	0	0	\$89,912.85	0.0025%	\$2.07	\$379,281.23	1.06%	\$4,750,371.67
JAN 2015	\$4,338,810.05	0.50%	\$1,832	0	0	\$89,910.78	0.0025%	\$2.29	\$314,388.30	1.06%	\$4,743,109.13
DEC 2014	\$4,367,357.91	0.50%	\$1,882	0	0	\$89,908.49	0.60%	\$44.40	\$347,397.10	1.06%	\$4,804,663.50
NOV 2014	\$4,431,578.20	0.50%	\$1,749	0	0	\$89,864.09	0.60%	\$44.30	\$335,117.50	1.06%	\$4,856,559.79
OCT 2014	\$3,937,516.28	0.54%	\$1,838	0	0	\$89,819.79	0.60%	\$45.76	\$400,859.61	1.06%	\$4,428,195.68
SEPT 2014	\$4,059,726.07	0.54%	\$1,797	0	0	\$89,774.03	0.60%	\$44.26	\$421,256.07	1.06%	\$4,570,756.17
AUGUST 2014	\$4,080,559.29	0.54%	\$1,904	0	0	\$89,684.05	0.60%	\$45.72	\$342,821.63	1.06%	\$4,513,064.97
JULY 2014	\$4,139,985.22	0.54%	\$1,948	0	0	\$89,666.83	0.60%	\$57.22	\$408,309.19	1.06%	\$4,637,961.24
JUNE 2014	\$4,358,512.96	0.54%	\$1,923	0	0	\$191,524.07	0.60%	\$65.57	\$283,230.62	1.06%	\$4,833,267.65
MAY 2013	\$4,299,734.19	0.54%	\$1,975	\$0.00	\$0.00	\$89,601.26	0.60%	\$45.65	\$414,168.49	1.06%	\$4,803,503.94
APR 2013	\$4,354,215.26	0.54%	\$1,922	\$0.00	\$0.00	\$89,555.61	0.60%	\$65.76	\$243,107.77	1.06%	\$4,686,878.64
MAR 2013	\$4,311,233.82	0.54%	\$1,967	\$0.00	\$0.00	\$4,462.91	0.60%	\$0.08	\$586,063.29	1.06%	\$4,901,760.02
FEB 2013	\$4,265,139.51	0.54%	\$1,755	\$0.00	\$0.00	\$79,462.91	0.60%	\$36.57	\$370,179.39	1.06%	\$4,714,781.81
JAN 2013	\$4,218,494.70	0.54%	\$1,949	\$0.00	\$0.00	\$79,426.34	0.60%	\$51.97	\$382,918.69	1.06%	\$4,680,839.73
DEC 2013	\$4,307,954.32	0.54%	\$1,961	\$0.00	\$0.00	\$179,374.37	0.60%	\$38.96	\$326,511.69	1.06%	\$4,813,840.38
NOV 2013	\$4,160,325.08	0.54%	\$1,684	\$0.00	\$0.00	\$69,335.41	0.60%	\$73.62	\$471,061.04	1.08%	\$4,700,721.53
OCT 2013	\$3,673,331.64	0.54%	\$1,674	\$0.00	\$0.00	\$169,261.79	0.60%	\$127.33	\$315,190.28	1.08%	\$4,157,783.71
SEP 2013	\$3,622,862.65	0.54%	\$1,600	\$0.00	\$0.00	\$369,134.46	0.60%	\$145.83	\$276,065.10	1.08%	\$4,268,062.21
AUG 2013	\$3,588,125.54	0.54%	\$1,638	\$0.00	\$0.00	\$268,988.63	0.60%	\$142.79	\$392,180.93	1.08%	\$4,249,295.10
JUL 2013	\$3,542,187.94	0.54%	\$1,609	\$0.00	\$0.00	\$318,845.84	0.60%	\$134.50	\$317,549.79	1.08%	\$4,178,583.57
JUN 2013	\$3,483,026.39	0.54%	\$1,682	\$0.00	\$0.00	\$318,601.87	0.60%	\$109.47	\$515,640.98	1.08%	\$4,317,269.24
MAY 2013	\$3,828,140.49	0.54%	\$1,829	\$0.00	\$0.00	\$18,586.87	0.60%	\$9.48	\$495,871.33	1.08%	\$4,342,598.69
APR 2013	\$3,968,205.27	0.54%	\$1,750	\$0.00	\$0.00	\$218,592.39	0.60%	\$96.26	\$108,725.56	1.08%	\$4,295,523.22
MAR 2013	\$3,924,685.41	0.60%	\$1,789	\$0.00	\$0.00	\$118,496.13	0.60%	\$60.00	\$576,710.31	1.08%	\$4,619,891.85
FEB 2013	\$3,875,001.00	0.60%	\$1,613	\$0.00	\$0.00	\$218,414.39	0.60%	\$68.65	\$321,305.39	1.08%	\$4,414,720.78
JAN 2013	\$3,951,430.67	0.60%	\$2,019	\$0.00	\$0.00	\$108,293.50	0.60%	\$56.84	\$403,359.94	1.08%	\$4,463,084.11
DEC2012	\$3,992,301.82	0.60%	\$2,032	\$0.00	\$0.00	\$108,288.90	0.60%	\$53.53	\$263,068.77	1.08%	\$4,363,659.49



City Council Calendar of Events and Items

Feb 2017

Jan 2017	Feb 2017	Mar 2017	April 2017	May 2017	June 2017
<p>Jan. 14, 2017: City Council Meeting</p> <p>Jan. 26, 2017: City Council Meeting</p> <p>January 28, 2017: • Council Retreat</p>	<p>Feb. 16, 2017: City Council Meeting</p> <p>Feb 28, 2017: City Council Meeting</p> <p>APP Deadlines: • 244th Entry Sign</p>	<p>March. 14, 2017: City Council Meeting</p> <p>March 30, 2017: City Council Meeting</p> <p>APP Deadlines: • Sign Code Update</p>	<p>April 11, 2017: City Council Meeting</p> <p>April 15, 2017 Easter Egg Hunt</p> <p>April 20, 2017: Budget Hearing</p> <p>April 25, 2017: City Council Meeting</p> <p>APP Deadlines: • Safety Training</p>	<p>May 4, 2017: 2nd Budget Hearing if needed</p> <p>May 11, 2017: City Council Meeting</p> <p>May 23, 2017: City Council Meeting</p>	<p>June 13, 2017: City Council Meeting - Budget Adoption</p> <p>June 27, 2017: City Council Meeting - FY 2016-17 APP Review</p> <p>June 16-18, 2017: City Garage Sale Weekend</p> <p>June 24, 2017: Cleanup Day</p> <p>APP Deadlines: • Community Banners</p>



Annual Performance Plan Update
City Council Agenda Item Staff Report

Meeting Date: February 28, 2017

TO: Mayor and Councilors
FROM: Bill Peterson: City Manager
DATE: February 21, 2017
SUBJECT: Annual Performance Plan Update

Requested Council Action

None.

Background

The Annual Performance Plan is a work plan adopted by the City Council with specific achievements noted that will be expected from the City Manager and City Employees during the fiscal period beginning July 1, 2016 and ending June 30, 2017. The plan is a portion of the "System Integration Plan", a strategic management system developed for the City of Wood Village by consultant Caryn Tilton.

The City Council authorized the APP for fiscal 2016-2017 on March 22, 2016, with Resolution Number 8-2016. These monthly reports review each individual item in the Annual Performance Plan, and will provide brief narrative statements to accompany the visual plan production for the Council.

Several items are behind the adopted schedule, as follows:

- Irrigation system for DLR was not funded, and will not be completed, however, it remains on the plan and we will continue to report.
- TSP and Town Center are on schedules to complete in June
- City Competitiveness advertising has been direct in the conversations with developers interested in a variety of properties, but no formal advertising
- Both Recreation and Halsey Corridor will continue for some months, probably into next fiscal year.
- Gravel Access to Bridge Street, intended to be a pathway, will be totally modified to be handled as a maintenance access road, and will take until the end of the fiscal period.

Goal 1 A safe, clean, livable community with a sense of pride, quality housing, and strong identity.

1.1 Arata Road Rebuild Support and Urban Renewal Project: All rights of way have now been acquired and the project is now encountering a delay in the combined Federal Highway and ODOT review process. The planned March Bid date will not be met. We have now been told the project will bid in April of 2017.

1.2 Community Banners: Direction was sought from the Council, and banners and brackets will be added on 238th, Wood Village Blvd, and along Glisan, redirected from Arata Road.

1.3 Entry Sign at 244 and Halsey: The project is designed and a contractor selected. Estimates for the sign now exceed the appropriation available, so options are being explored.

1.4 Sign Code and Nuisance Code Revisions: The nuisance code provisions have been adopted. The sign code was reviewed with the Planning Commission and the City Council. An open house was conducted, with a single representative from one local business and no residents attending. We took the sign code back to the Planning Commission for a review, and will be making final modifications prior to hearing.

1.5 Charter Amendment: The City Council considered placing the amendment on the ballot and determined not to proceed.

Goal 2 Excellent police, fire and building services.

2.1 Emphasize/Promote Emergency Management: Newsletter article was prepared and included in the each newsletter, including the newsletter that will go out in March..

2.2 Fire Service Contract Monitoring and Alternatives: The QRV experimental period was completed December 31. A report is being compiled by Gresham to provide the relative response times and outcomes for discussion with the Fire User Board.

Goal 3 High quality, cost-effective public utilities, parks and events.

3.1 Scheduled City Events: The first event of this plan was the Nite Out, followed by the Police academy, the Pumpkin event and the tree lighting. The Mayor's volunteer dinner has also been completed. Event schedule now looks forward to the annual Easter Egg hunt.

3.2 Abandon the Reservoir #1 Booster Station: No work to date.

3.3 Design and Complete Road/Waterline/Sewer/Storm project: We have selected Stanley as the roadway for the major work in the year ahead, and the engineering provider has been selected and design initiated.

3.4 Gravel Access Path, City Hall to Bridge Street: 100% Plans have been received from the engineer, Firwood Design. Easements have been written for additional width to accommodate the path/emergency roadway rewriting the sanitary sewer easement as a maintenance and emergency access easement. One property elected not to allow public access on the easement, so the

project is being retooled to move forward with the creation of maintenance access.

3.5 Park SDC: Adopted.

3.6 Fall Pumpkin Carving Event: Successfully completed, with a very nice complement of activities and attendance.

3.7 City wide garage sale expansion: No work to date.

3.8 Web Site Upgrade: Contract awarded to current provider and a kick off meeting completed.

3.10 Irrigation System for DLR: No work to date, and the project was not funded in this cycle. We have applied for CDBG funding for the design of the system.

3.11 ~~Bike Hub Construction~~: Project was not funded in the Budget Cycle.

3.12 CDBG Project Plan: Public Works staff successfully completed a full review of the project eligibility for the Donald Robertson Park, and have qualified the park for CDBG investment.

Goal 4 Long-term financial stability and Economic Vitality

4.1 Transportation System Plan Update: Hearings are slated for May. Property owner meetings on the master plan will occur in March, with formal hearing in May.

4.2 Town Center Master Plan and Zone Redefinition: The town center master plan is on the same schedule as the TSP update.

4.3 Potential Sale of City Hall Site: An offer will be developed and forwarded to the City based loosely on the preliminary plan presented to the City Council. The Urban Renewal District and the City will have roles to play in the proposed development.

4.4 Refer Marijuana Tax to the Ballot: Complete and tax authorized by voters.

4.5 Advertise City Competitiveness: No action to date.

Goal 5 A work environment that develops and encourages employees and rewards their creativity and innovation.

5.1 Targeted Safety Training Twice Annually: Ergonomic evaluations were completed for the staff.

5.2 Staff Team Building Once Annually: Team building exercise was completed in December.

5.3 Benchmark Services/Best Practices: The business license system is being targeted for benchmarking this year, and the proposal for scope and extent has been completed.

Goal 6 Effective local, state and regional partnerships.

6.1 Three City Recreation Program: The program has been revised to only two cities, Fairview and Wood Village. Several meetings have taken place with the Fairview and Wood Village representatives, resulting in a survey and first steps pending. Decision packages are pending for continuing the existing relationship with the PSU representative, and authorizing a new program

6.2 Halsey Corridor Project: Several meetings of the steering committee and the technical committee have taken place.

6.3 League of Oregon Cities Legislative Committees: The league has adopted the four priorities for the year ahead, and the policy committees work is complete.

Goal 7 Environmental Responsibility.

7.1 Tree Planting: Trees have been identified in the park arboretum.

Fiscal Impact

As identified in the budget document.

City Goal

This action will further the implementation of all seven council goals.

Suggested Motions

None



2016-17 Annual Performance Plan

Adopted March 28, 2016
 Status Report Jan-17

A Unique, Small City with Exemplary Public Services, Fiscal Responsibility, and Progressive Leadership Providing a Safe, Livable Community which Promotes Business Vitality and Growth.

Key: Planned Duration Planned Items not Budgeted for Completion Past Due C Completed

City Goals	Department Objectives	Responsible Person	Target Date for Objective Completion													
			July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
GOAL 1																
A safe, clean, livable community with a sense of pride, quality housing, and strong identity.	Arata Road Rebuild Support/URA Project	Bill														
	Community Banners	Greg														
	City Entry Sign at 244 and Halsey	Scott														
	Sign Code and Nuisance Code Review and Compliance Charter Amendment	Bill				C										
GOAL 2																
Excellent police, fire and building services.	Emphasize/Promote Emergency Management	Scott	C			C			C			C				
	Fire Services Contract Monitoring/Alternatives	Bill								C						
GOAL 3																
High Quality, Cost Effective Public Utilities, Parks and Events	Scheduled City Events	Greg	C			C	C	C	C							
	Abandon the Reservoir #1 Booster Station	Scott														
	Design and Build Complete Road/waterline/sewer/drain project	Scott														
	Gravel Access Path; City Hall to Bridge Street	Scott			C					C						
	Park SDC	Bill				C										
	Fall Pumpkin Carving Event	Greg					C									
	City Wide Garage Sale Expansion	Greg														
	Web Site Upgrade	Greg														
	Irrigation System for DLR	Scott														
	SCADA System Upgrade	Scott														
Bike Hub Construction	Scott															
CDBG Project Plan	Scott										C					
GOAL 4																
Long-Term Financial Stability and Economic Vitality	Transportation System Plan Update	Bill														
	Town Center Master Plan and Zone Redefinition	Bill														
	Potential Sale of City Hall Site	Bill														
	Refer Marijuana Tax to Ballot	Bill	C													
	Advertise City Competitiveness	Bill														
GOAL 5																
A Work Environment that Develops and Encourages Employees, Rewards Creativity and Innovation	Targeted Safety Training Twice Annually	Greg							C							
	Staff Team Building Once Annually	Bill								C						
	Benchmark Services/Best Practices	Peggy			C											
GOAL 6																
Effective Local, State and Regional Partnerships	Three City Recreation Program	Bill														
	Halsey Corridor Project	Bill														
	League of Oregon Cities Legislative Committees	Bill				C										
GOAL 7																
Environmental Responsibility	Tree Planting and Tree Program	Scott							C							