

**AGENDA
TANGENT CITY COUNCIL
MEETING
MONDAY
April 8, 2013**

ALL SESSIONS: Bass Estate, 32166 Old Oak Drive, Tangent, OR 97389

(ALL TIMES LISTED ARE APPROXIMATE AND SUBJECT TO CHANGE)

WORK SESSION: (6:30 - 6:59 p.m.)

1. Discussion on council action items
2. Discussion on council goals

REGULAR SESSION: (7:00 – 9:00 p.m.)

PLEDGE OF ALLEGIANCE: (7:01 - 7:04 P.M.)

MISCELLANEOUS CORRESPONDENCE: (7:04 - 7:06 p.m.)

CITIZEN COMMENTS: (7:06 – 7:12 p.m.)

PRESENTATION: (7:12- 7:15 p.m.)

CONSENT CALENDAR: (7:12 – 7:15 p.m.)

1. Minutes March 11, 2013 (work session and regular session)
2. Financial Reports for the Month of February 2013 and approval of Journal Entries
3. Approval of City Coordinator Report, building permit reports, and VanCo Report

UNFINISHED BUSINESS: (7:15– 7:20 p.m.)

1. Other

NEW BUSINESS: (8:00 p.m. – 9:00 p.m.)

1. Update on land use applications and enforcement issues as well as complaints received and approval of next steps
2. Discussion on meetings attended, information sharing
3. Discussion on budget ideas – future projects to include in budget document
4. Discussion on Council Rules – Councilmember Knighton
5. Resolution 2013 – In the Matter of Changing fees based on the Cost of Living (COLA) from the Consumer Price Index (CPI) and exempting some fees from this Increase
6. Safety Meeting
 - a. Review of applicable regulatory issues
 - b. Status of current safety issues.
 - c. Review of accidents that have occurred and corrective actions taken. This includes a discussion of any trends in near miss reports.
7. Other

*****IF YOU HAVE A DISABILITY AND NEED ACCOMMODATIONS (I.E., ASL INTERPRETATION, BRAILLE MATERIAL, ETC.) PLEASE CALL 928-1020, 48 HOURS IN ADVANCE OF MEETING*****

WORK SESSION

TANGENT ACTION LIST – UPDATED FROM MARCH 2013 COUNCIL MEETING

No	Date inserted	Person Responsible	Description	Comments
1	1/22/2013	City Coordinator Edwards	Ask banks for new signature cards. Get them signed by all (Council president, Mayor, City Coordinator)	Need to get Local Government Pool and Federal Credit Union
2	3/11/2013	City Coordinator Edwards	Get sign for towing of boat done – contact towing company for them to tow	Sign completed.
3	3/11/2013	City Coordinator Edwards	Figure out Griffith property. Consult with City Planner regarding parking of vehicles, other Conditions that need to be completed	Consulted with City Planner. He made contact with owner. Still working on issue.
4	3/11/2013	City Coordinator Edwards	Send letter to Mr. and Mrs. Nofziger regarding complaint on Griffith property	Sent email and told them planner is going to review issue on Thursday or Friday. Sent letter to them explaining action is occurring.
5	3/11/2013	City Coordinator Edwards	Send information to Councilmember Knighton for the council rule Ordinance	Done
6	3/11/2013	Councilmember Knighton	Review the council rules and put them in an order for council to consider	Done
7	12/10/2012	City Engineer Quigley	Work on Blackberry Design to get ready for bid at end of January	Easement done. Design changes for rain garden on east being incorporated into design. Should be out to bid mid March- Early April.
8	1/22/2013	Councilmember Elder	Prepare meeting in Spring Time at Wayside to discuss what citizens would like to see done with the park	Working on
9	10/8/2012	Mayor McLennan	Work on rain garden with Maria Cahill	Has met with principal of school. And teachers. Work to be done at school rather than Bass Estate – on going project

Other Items being worked on, but not on the action list:

- o Wetland Regional Meeting – Mayor McLennan and Councilmember Tedrow have agreed to serve on this along with City Coordinator Edwards – Next meeting to be arranged sometime early March.

TANGENT ACTION LIST – UPDATED FROM MARCH 2013 COUNCIL

MEETING

- High Speed Train –Councilmember Tedrow, Mayor McLennan, and City Coordinator Edwards. New rail forum established. Forum meeting attended by Mayor McLennan and City Coordinator Edwards. Small city meeting April 9th at City Hall, Corridor meeting on April 16th.
- NIMS Training – Mayor McLennan, City Coordinator Edwards, Finance Director Manfredo – City Coordinator finished all on line courses that are required.
- MPO – (Metropolitan Planning Organization with Albany). All have signed. It now goes to the Governor's office. Technical meeting on April 12th and organization meeting on April 24th.
- FEMA reimbursement – City Finance Director and Budget Officer Manfredo received first and second payment, waiting for third check.

Goals for 2013

Activity	Person Responsible	Progress to date
Discussion with business Community – could include discussion on financial needs of the city and their ideas on funding ideas	Councilmember Tedrow	
Community cohesiveness conversations	Councilmember Wagner	
Speed Limit on Tangent Drive	Councilmember Wagner and Mayor McLennan	
Rain Garden	Mayor McLennan	Discussion started with school
Blackberry Lane Improvement Project – complete it	Mayor McLennan and Councilmember Tedrow	
The Park Trail project – follow up on grant – other issues on trail concerns	City Coordinator Edwards/Councilmember Wagner	Grant applied for
Review Bass Estate needs – evaluated costs and needs	Councilmember Elder	
Prioritize Project several years out/Staff provide revenue/expense information	Councilmember Wagner/ Finance Director Manfredo	
Tax Base	Councilmember Tedrow and Mayor McLennan	
What to do with Wayside Park – start community discussion	Councilmember Elder	
High Speed Train	Mayor McLennan and City Coordinator Edwards	

MISCELLANEOUS
CORRESPONDENCE



Oregon

Theodore R. Kulongoski, Governor

Department of Transportation
Region 2 Local Programs
455 Airport Road SE
Building B
Salem, OR 97301-5395
(503) 986-5834
Fax (503) 986-2830

BY: _____
RECEIVED
APR 02 2013

March 25, 2013

TO: City Manager, Administrator, Mayor, Recorder, Public Works Director

RE: 2014 SPECIAL CITY ALLOTMENT GRANT PROGRAM

Enclosed you will find information and an application form for your City's consideration of the 2014 Special City Allotment (SCA) grant. If interested, you are encouraged to pursue the process as soon as possible. Applications and Resolutions for projects must be on file in this office by August 1, 2013.

To be eligible for the current SCA program, a City must have completed all previous SCA projects. If your project is complete, be sure to send me invoices that support your request amount and a Certificate of Completion (attached). I will perform a quick on-site inspection and then send in a payment request to our financial section. This request must be completed no later than September 2, 2013, or sooner, if your agreement expires before then.

Please submit your application and resolution to this office. If you need additional forms or have questions regarding the program, please feel free to contact me at (503) 986-5834 or by email at John.W.Johnson@odot.state.or.us.

Sincerely,

John W. Johnson
Region 2 Local Program Construction Liaison

Enclosures:

- Special City Allotment General Information, (1 pg.)
- Special City Allotment Application, (1pg.)
- Special City Allotment Resolution, (1 pg.)
- Certificate of Completion, (1 pg.)

2014 SCA Program General Information

The Special City Allotment (SCA) Program was established in 1947 by the Oregon Legislature under Oregon Revised Statute (ORS) 366.805. Guidelines and a working Agreement on this program have been developed in cooperation with the League of Oregon Cities. The purpose of the program is to help cities repair or reconstruct city streets that are inadequate for the capacity they serve or are in a condition detrimental to safety. A sum of \$1,000,000 will be available for the 2014 program with a maximum of \$50,000 allotted to any one eligible city.

After receiving the applications, on-site investigations will be conducted by ODOT to evaluate the merits of each request. This evaluation is based on the criteria of street surface condition, current traffic volume, five-year population growth, potential safety improvements, and number of years since last SCA project.

The following are points you should consider in selecting a project for application:

- 1) The street must be under the ownership, jurisdiction, and control of the City. State- or County-maintained roads within city limits are not eligible.
- 2) When selecting a project, try to pick a street in poor condition and carrying a high volume of traffic such as:
 - A) A street serving an agricultural, commercial, or industrial facility, school complex, tourist attraction, or another feature of local importance or interest.
 - B) A street serving a growth area such as a new housing subdivision or commercial development.
 - C) A main thoroughfare with an increasing volume of traffic.

Poor candidates would be streets with deterioration caused by the installation of underground utilities, dead end streets, or those with low traffic counts.

A good method of selection is to have several people drive over and examine the City's streets then pick the street that best complies with the program guidelines. Every year applications are received which do not present the best project candidate from the City. We highly recommend you compare several streets before you make a final selection.

When completing the application, be sure that all applicable questions are answered and that both the application and accompanying resolution are signed.

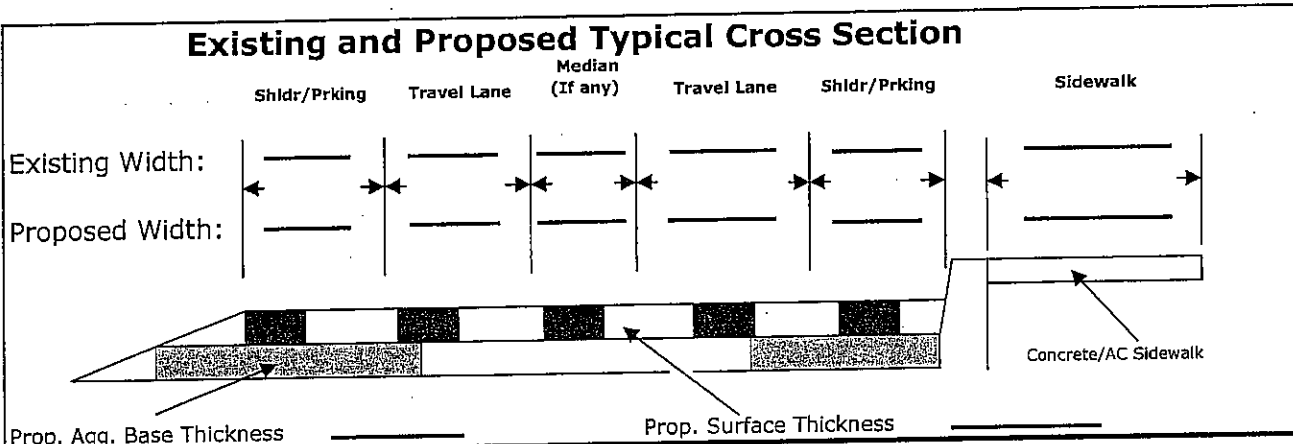
Also include the location of the project on a City map. Current maps may be obtained online at: <http://www.oregon.gov/ODOT/TD/TDATA/Pages/gis/citymaps.aspx>

Special City Allotment (SCA) Application

CITY OF _____ DATE _____

STREET NAME _____ FROM _____ TO _____
 (Attach map showing project limits.)

Project Length _____ Est. Project Cost \$ _____
 Avg. Daily Cars (Current) _____ Avg. Daily Trucks (Current) _____



Pavement
 Surface Type _____
 Existing: _____
 Proposed: _____
 Proposed Thickness: _____

Storm Sewer
 Existing (Y/N): _____
 Proposed (Y/N): _____
 Pipe Diameter: _____
 Pipe Length: _____

Adjustments:
 Inlets #: _____
 Manholes #: _____
 Pipes #: _____

Right-of-Way
 Existing Width: _____
 Adequate? (Y/N): _____
 Proposed Width: _____

	Left Side	Right Side
Sidewalks		
Existing (Y/N):	_____	_____
Prop. (Y/N):	_____	_____
Proposed Length:	_____	_____
Proposed Width:	_____	_____
Curbs		
Existing (Y/N):	_____	_____
Prop. (Y/N):	_____	_____
Length:	_____	_____
Type:	_____	_____
Bridge		
Name & Bridge #:	_____	_____
Length:	_____	_____
Width:	_____	_____
Type of Structure:	_____	_____
Sufficiency Rating #:	_____	_____
Name of Stream:	_____	_____

Remarks: _____

By: _____ Date: _____
Mayor

By: _____ Date: _____
City Recorder

By: _____ Date: _____
City Administrator

Attach additional sheets for each street. All streets combined will be one entry.

2014 SPECIAL CITY ALLOTMENT

RESOLUTION

Under the provisions of ORS 366.800 and 366.805, there has been withdrawn from State Highway funds appropriated for allocation to the several cities of the State of Oregon the sum of Five Hundred Thousand and No/100 (\$500,000) Dollars, and in addition there has been withdrawn from monies available to the Department of Transportation from the State Highway Fund the sum of Five Hundred Thousand and No/100 (\$500,000) Dollars. As provided in ORS 366.805, said sums have been set up in a separate account to be administrated by the Oregon Transportation Commission and to be allotted each year by said commission to be spent, within cities of 5,000 or fewer persons, upon streets not a part of the State Highway system that are inadequate for the capacity they serve, or are in a condition detrimental to safety.

No one project can receive more than \$50,000.

The City of _____ is an incorporated City of the State of Oregon and has a population of less than 5,000 as given by the latest official federal census. The following streets of said City, _____ meet the conditions required in ORS 366.805.

NOW, THEREFORE, the members of the City Council, in regular or special session assembled, do hereby find, declare, and resolve:

1. That the aforementioned named streets of said City are inadequate for the capacity they serve or are in a condition detrimental to safety.
2. That said streets of said City are in need of repair, reconstruction, or other major improvement.
3. That said street are not a part of the state highway system, and are under the jurisdiction and control of the City.
4. That the Oregon Transportation Commission hereby is respectfully requested to consider and declare said streets as qualified for reconstruction, repair, or other improvements out of funds allocated and made available by and through the said \$1,000,000 appropriation of revenues which is to be administered and spent by the Transportation Commission.
5. That the City of _____ does hereby offer to Transportation Commission and does hereby pledge complete cooperation and assistance to the end, that said City may share and participate in the use and benefit of said special fund and appropriation; and therefore does designate _____ as the official representative of the City in all negotiations resulting from this request.

Passed and approved this _____ day of _____, 20____.

There is attached hereto and made a part hereof, a City map on which is indicated the street, streets, road, or roads, described in this resolution.

I hereby certify that the foregoing resolution was passed and approved by the City Council of the City of _____ at a regular or special meeting of said Council, held on the _____ day of _____, 20____.

Dated this _____ day of _____, 20____.

City Recorder

Oregon Department of Transportation
Special City Allotment
Certification of Completion
Agreement No.: _____

City: _____ Contract Or Work Order No. _____

Project Name: _____

Description Of Work: _____

Date Work Started: _____ Work Completed: _____

FINAL PROJECT COST = _____

I hereby certify that all work performed under the above agreement and contract work order has been constructed in substantial compliance with the plans and specifications developed for the project. The City accepts this project as constructed.

Signature

Title

Date

OLCC LICENSE RENEWALS

RECEIVED
APR 02 2013
BY:

TANGENT
PO Box 251
Tangent OR 97389

Attached is the list of OLCC liquor licenses in TANGENT that are eligible for license renewal. These licenses will expire on 6/30/2013.

Oregon Revised Statute (ORS) 471.166 establishes the process for local governments to make recommendations to the OLCC. It also requires the OLCC to notify licensees of the license renewal application or processing fees charged by their local governments. According to our records, you charge:

License Renewal Fee: Off Premises Fee:

We will direct renewal applicants to mail the renewal fees to the address on this letter. Please notify us immediately if the fees or address are incorrect.

Approximately 40 days after the licenses expire, the OLCC will send you a list of the licensees who filed a renewal application. You can use this list to verify that applicants have paid your fees.

Recommendation Process:

You have until 6/5/2013 to exercise one or more of the following options:

1. Provide a written renewal recommendation to the OLCC for any or all of the licenses on this list.
2. Make a written request for additional time to investigate a specific renewal or renewals. The request must set forth the reason additional time is needed, state that the local government is considering making an unfavorable recommendation, and state the specific grounds being considered toward an unfavorable recommendation.
3. Take no action. After 6/5/2013, the OLCC will process the renewal application as if you made a favorable recommendation.

Please send correspondence to OLCC License Renewals at P.O. Box 22297, Portland OR 97269 or email olcc.renewals@state.or.us. You can also contact the license renewal section at 1 (800) 452.6522 ext 5138 or at 503.872.5138.

Dist. License #	Tradename	Participant	License	Premises Address
Local Government: TANGENT				
3	170310 DIXIE CREEK SALOON	DIXIE CREEK SALOON LLC	F-COM	32994 HWY 99E, TANGENT, OR

RECEIVED
APR 02 2013

CONSENT CALENDAR

Tangent City Council
Minutes
WORK SESSION
March 11, 2013

The work session was started at 6 p.m. with the following:

PRESENT: COUNCILMEMBERS: Brad Tedrow, Colynn Elder, Michelle Knighton, James Wagner and Mayor Seaton McLennan

PRESENT: PLANNING COMMISSIONERS: Jason Miller, Debra Brush, Latricia Barnes and Tobin Knighton

ALSO PRESENT: STAFF: City Coordinator Georgia Edwards

WORK SESSION – ETHIC TRAINING:

Tammy Hendrick from Oregon Government Ethics Commission conducted training on ethics.

Attest:

Approved:

City Coordinator Georgia Edwards

Mayor, Seaton McLennan

Tangent City Council
Minutes
March 11, 2013

Mayor McLennan called the regular session to order at 7:12 p.m. with the following:

PRESENT: COUNCILMEMBERS: Brad Tedrow, Colynn Elder, Michelle Knighton, James Wagner and Mayor Seaton McLennan

ALSO PRESENT: STAFF: City Coordinator Georgia Edwards

PLEDGE OF ALLEGIANCE: Mayor McLennan asked all to stand for the pledge of allegiance.

MISCELLANEOUS CORRESPONDENCE:

- Grant information. No action.

CITIZENS COMMENTS:

- None

CONSENT CALENDAR:

One correction was noted that there was consensus to have a meeting in the spring for Wayside Park. Councilmember Tedrow **MOVED TO APPROVE THE CONSENT CALENDAR WHICH CONSISTS OF MINUTES FEBRUARY 11, 2013 (WORK SESSION AND REGULAR SESSION) AND MINUTES OF FEBRUARY 21, 2013, FINANCIAL REPORTS FOR THE MONTH OF JANUARY 2013 AND APPROVAL OF JOURNAL ENTRIES, APPROVAL OF CITY COORDINATOR REPORT, BUILDING PERMIT REPORTS, AND VANCO REPORT.** Seconded by Councilmember Elder. Ayes: Councilmember Tedrow, Knighton, Elder and Wagner and Mayor McLennan. **MOTION CARRIED.**

NEW BUSINESS:

Update on land use applications and enforcement issues as well as complaints received and approval of next steps

City Coordinator Edwards

- Summarized the enforcement report.
- Read the complaint from Steve and Kristy Nofziger about the Griffith property.
- Noted there was another complaint regarding this same property from an unidentified source.
- Explained that she had contact the fire department and they were only concerned about blocking the driveway, but were not concerned with where the cars were parked.
- The Griffith's are behind on some of their requirements for their conditional use permit.

Councilmember Tedrow

- Stated he was concerned with the standards on parking.
- There has been some parking in the grass.

It was agreed to turn this issue over to the City Planner and request him to contact Mr. Griffith to make sure they get into compliance.

City Coordinator Edwards

- Noted they had received a complaint about a boat that has been sitting in front of Ashwood Estates for a long time.
- Explained that the city can post it and have it towed even though it is on a county road, as it is inside the city limits.

The City Council agreed to have the boat posted and towed away if it is not moved.

Jason Miller, Manager of Ashwood Estates

- Stated the clarification on who can take action is great.

Resolution 2013 – In the matter of the inclusion of the Shirley property into the South Santiam Enterprise Zone

Councilmember Wagner **MOVED TO ADOPT RESOLUTION 2013-04 IN THE MATTER OF THE INCLUSION OF THE SHIRLEY PROPERTY INTO THE SOUTH SANITAM ENTERPRISE ZONE.** Seconded by Councilmember Elder. Ayes: Councilmembers Tedrow, Knighton, Elder and Wagner and Mayor McLennan. **MOTION CARRIED.**

Discussion on Council rules:

City Coordinator Edwards

- Noted that if you don't have rules and do something like remove someone from the audience for misconduct, you could get into trouble.
- She noted there was a city who removed some members of the audience out of the chambers and ended up having to pay the members about \$2,000 each.

Councilmember Wagner

- Stated he wanted to make sure that if they had people who came on an issue such as coal, and wanted to make sure they have an understanding on how to handle it.
- The current rules appear to allow us to deal with that sort of situation.

Mayor McLennan

- Thought that they should look at the rules that other cities have put into place.

Councilmember Knighton

- Agreed to look at what we have and what other cities have put together and come up with something for the council to consider. City Coordinator Edwards will send the material she has to Ms. Knighton electronically.

Other:

Councilmember Tedrow

- Asked what the status was on Blackberry Lane. It was noted that they have added a rain garden and have had Marie Cahill review it. The engineers are making sure that they time it right for going out for bid.

Mayor McLennan

- Stated that the rain garden will happen at the school as they have more room for it then the city does.
- He is working with a teacher from Tangent Elementary to work on this project.

The meeting adjourned at 7:54 p.m.

Attest:

Approved:

City Coordinator Georgia Edwards

Mayor, Seaton McLennan

Target 67%

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

01 General Fund

Run: 4/02/2013 @ 11:00 AM

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues					
4010- Interest Income	79.89	731.59	1,590.00	(858.41)	(0.46)
4011- 911 Revenues	0.00	1,430.59	5,700.00	(4,269.41)	(0.25)
4015- Cigarette Tax Revenue	0.00	881.19	1,600.00	(718.81)	(0.55)
4016- School Excise Tax	0.00	2,339.00	13,000.00	(10,661.00)	(0.18)
4020- Liquor Tax Revenue	1,159.06	10,529.65	15,500.00	(4,970.35)	(0.68)
4025- Franchise Tax Income	12,532.37	66,357.94	98,000.00	(31,642.06)	(0.68)
4027- City of Tangent Utility Franchise Tax - Sewer and Stormwater	1,407.45	11,213.22	18,075.00	(6,861.78)	(0.62)
4030- Building Permit - Linn County	135.75	2,885.47	11,250.00	(8,364.53)	(0.26)
4031- Building Permit - City of Tangent	45.25	1,320.61	3,750.00	(2,429.39)	(0.35)
4035- Building Permit Surcharge	21.72	484.00	1,800.00	(1,316.00)	(0.27)
4040- Land Use Fee	780.00	2,506.65	15,000.00	(12,493.35)	(0.17)
4050- Miscellaneous Income	1.78	670.77	600.00	70.77	(1.12)
4060- Building Permit Plan Review Fee	0.00	1,116.70	6,000.00	(4,883.30)	(0.19)
4075- Grant Receipts	0.00	0.00	0.00	0.00	0.00
4990- COGS	0.00	0.00	0.00	0.00	0.00
Budgeted Cash on Hand					
6100- Budgeted Cash on Hand	0.00	0.00	200,000.00	(200,000.00)	0.00
Total Revenues	<u>16,163.27</u>	<u>102,467.38</u>	<u>391,865.00</u>	<u>(289,397.62)</u>	<u>(5.78)</u>
Expenses					
Personal Services					
5005- Salary Expense	4,143.45	37,297.29	55,694.00	18,396.71	0.67
5010- Benefits Expense	543.09	4,340.78	7,243.00	2,902.22	0.60
5015- Payroll Tax Expense	348.22	3,233.06	4,581.00	1,347.94	0.71
Total Personal Services	<u>5,034.76</u>	<u>44,871.13</u>	<u>67,518.00</u>	<u>22,646.87</u>	<u>1.98</u>
Materials & Services					
5011- 911 Expense	0.00	1,430.59	5,700.00	4,269.41	0.25
5019- School Excise Tax Expense	0.00	2,268.83	12,610.00	10,341.17	0.18
5020- Advertising Expense	115.90	115.90	1,200.00	1,084.10	0.10
5025- Dues and Subscriptions Expense	153.95	2,375.07	2,650.00	274.93	0.90
5030- Equipment Maintenance Expense	0.00	63.00	18,000.00	17,937.00	0.00
5035- Facilities Expense	120.98	844.81	1,560.00	715.19	0.54
5040- Insurance Expense	0.00	3,529.66	3,600.00	70.34	0.98
5045- Postage, Printing, and Supplies Expense	115.99	1,399.01	2,750.00	1,350.99	0.51
5050- Travel Expense	140.39	648.13	960.00	311.87	0.68
5052- Professional Development Expense	99.60	1,165.64	3,000.00	1,834.36	0.39
5055- Telephone Expense	38.38	268.29	1,200.00	931.71	0.22
5060- Contracted Services	1,617.34	18,320.81	50,622.00	32,301.19	0.36
5061- Contracted Services-LinnCo pass thru Expense	243.36	4,475.74	19,050.00	14,574.26	0.23
5063- Contracted Services-Zoning pass thru	270.00	7,239.58	15,000.00	7,760.42	0.48
Materials & Services	<u>2,915.89</u>	<u>44,145.06</u>	<u>137,902.00</u>	<u>93,756.94</u>	<u>5.82</u>
6200- Contingency	0.00	0.00	176,445.00	176,445.00	0.00
Capital Outlay					
5066- Capital Outlay	0.00	5,325.00	10,000.00	4,675.00	0.53
Total Capital Outlay	<u>0.00</u>	<u>5,325.00</u>	<u>10,000.00</u>	<u>4,675.00</u>	<u>0.53</u>
Total Expenses	<u>7,950.65</u>	<u>94,341.19</u>	<u>391,865.00</u>	<u>297,523.81</u>	<u>8.33</u>

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

01 General Fund

Target 67%

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Excess Revenue Over (Under) Expenditures	<u>8,212.62</u>	<u>8,126.19</u>	<u>0.00</u>	<u>8,126.19</u>	<u>(14.11)</u>

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

02 Street Fund

Target 67%

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues					
4010- Interest Income	89.81	823.25	1,700.00	(876.75)	(0.48)
4050- Miscellaneous Income	0.14	0.88	110.00	(109.12)	(0.01)
4075- Grant Receipts	0.00	0.00	50,000.00	(50,000.00)	0.00
4080- Street Apportionment	4,773.32	44,067.55	60,400.00	(16,332.45)	(0.73)
Budgeted Cash on Hand					
6100- Budgeted Cash on Hand	0.00	0.00	265,000.00	(265,000.00)	0.00
Total Revenues	<u>4,863.27</u>	<u>44,891.68</u>	<u>377,210.00</u>	<u>(332,318.32)</u>	<u>(1.22)</u>
Expenses					
Personal Services					
5005- Salary Expense	966.81	8,001.54	12,995.00	4,993.46	0.62
5010- Benefits Expense	126.72	1,004.60	1,690.00	685.40	0.59
5015- Payroll Tax Expense	81.24	700.78	1,069.00	368.22	0.66
Total Personal Services	<u>1,174.77</u>	<u>9,706.92</u>	<u>15,754.00</u>	<u>6,047.08</u>	<u>1.87</u>
Materials & Services					
5020- Advertising Expense	27.04	27.04	280.00	252.96	0.10
5025- Dues and Subscriptions Expense	35.93	553.78	618.00	64.22	0.90
5030- Equipment Maintenance Expense	0.00	545.70	700.00	154.30	0.78
5035- Facilities Expense	111.20	901.26	1,604.00	702.74	0.56
5040- Insurance Expense	0.00	823.59	840.00	16.41	0.98
5045- Postage, Printing, and Supplies Expense	2.17	237.73	560.00	322.27	0.42
5050- Travel Expense	32.75	151.23	224.00	72.77	0.68
5052- Professional Development Expense	23.24	271.98	700.00	428.02	0.39
5055- Telephone Expense	8.95	62.60	280.00	217.40	0.22
5065- Contracted Services-Grants pass thru	2,730.00	15,512.50	50,000.00	34,487.50	0.31
5060- Contracted Services	160.97	5,181.61	8,312.00	3,130.39	0.62
Materials & Services	<u>3,132.25</u>	<u>24,269.02</u>	<u>64,118.00</u>	<u>39,848.98</u>	<u>5.96</u>
6200- Contingency	0.00	0.00	187,656.00	187,656.00	0.00
6400- Transfer Out	0.00	0.00	650.00	650.00	0.00
Capital Outlay					
5066- Capital Outlay	0.00	6,316.50	109,032.00	102,715.50	0.06
Total Capital Outlay	<u>0.00</u>	<u>6,316.50</u>	<u>109,032.00</u>	<u>102,715.50</u>	<u>0.06</u>
Total Expenses	<u>4,307.02</u>	<u>40,292.44</u>	<u>377,210.00</u>	<u>336,917.56</u>	<u>7.89</u>
Excess Revenue Over (Under) Expenditures	<u>556.25</u>	<u>4,599.24</u>	<u>0.00</u>	<u>4,599.24</u>	<u>(9.11)</u>

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

04 Sewer Fund

Target 67%

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues					
4010- Interest Income	1.99	18.59	260.00	(241.41)	(0.07)
4014- Principle repayment	0.00	0.00	0.00	0.00	0.00
4026- Utility Income	15,814.72	126,141.53	186,328.00	(60,186.47)	(0.68)
4050- Miscellaneous Income	75.61	640.27	180.00	460.27	(3.56)
4120- TES Tax Turnover Revenue	8.83	1,337.28	1,000.00	337.28	(1.34)
4125- Sewer Connect Fee	0.00	349.00	1,725.00	(1,376.00)	(0.20)
4130- Sewer Disconnect Fee	0.00	0.00	0.00	0.00	0.00
4135- Sewer Reconnect Fee	0.00	0.00	0.00	0.00	0.00
4150- Sewer Lab Use Fee	0.00	0.00	0.00	0.00	0.00
4400- FEMA Funds Received	0.00	86,147.09	88,500.00	(2,352.91)	(0.97)
4901- Recovered Bad Debts	0.00	0.00	0.00	0.00	0.00
Budgeted Cash on Hand					
6100- Budgeted Cash on Hand	0.00	0.00	42,800.00	(42,800.00)	0.00
Total Revenues	<u>15,901.15</u>	<u>214,633.76</u>	<u>320,793.00</u>	<u>(106,159.24)</u>	<u>(6.82)</u>
Expenses					
Personal Services					
5005- Salary Expense	1,243.03	10,287.66	16,708.00	6,420.34	0.62
5010- Benefits Expense	162.93	1,290.31	2,173.00	882.69	0.59
5015- Payroll Tax Expense	104.49	900.91	1,374.00	473.09	0.66
Total Personal Services	<u>1,510.45</u>	<u>12,478.88</u>	<u>20,255.00</u>	<u>7,776.12</u>	<u>1.87</u>
Materials & Services					
5020- Advertising Expense	34.77	34.77	360.00	325.23	0.10
5025- Dues and Subscriptions Expense	46.18	820.20	2,570.00	1,749.80	0.32
5030- Equipment Maintenance Expense	573.41	10,805.93	30,900.00	20,094.07	0.35
5035- Facilities Expense	160.91	783.18	1,651.00	867.82	0.47
5040- Insurance Expense	0.00	1,626.90	1,680.00	53.10	0.97
5045- Postage, Printing, and Supplies Expense	148.43	1,155.19	1,770.00	614.81	0.65
5050- Travel Expense	42.11	194.43	288.00	93.57	0.68
5052- Professional Development Expense	29.88	349.69	900.00	550.31	0.39
5055- Telephone Expense	11.51	80.47	360.00	279.53	0.22
5400- FEMA Expenditures	2,063.17	58,806.23	118,000.00	59,193.77	0.50
5060- Contracted Services	7,795.04	59,808.46	102,987.00	43,178.54	0.58
5901- Uncollectable receivables Bad Debt	0.00	1,445.62	1,000.00	(445.62)	1.45
Materials & Services	<u>10,905.41</u>	<u>135,911.07</u>	<u>262,466.00</u>	<u>126,554.93</u>	<u>6.68</u>
6200- Contingency	0.00	0.00	19,352.00	19,352.00	0.00
6400- Transfer Out	1,542.00	12,330.00	18,720.00	6,390.00	0.66
Capital Outlay					
Total Expenses	<u>13,957.86</u>	<u>160,719.95</u>	<u>320,793.00</u>	<u>160,073.05</u>	<u>9.21</u>
Excess Revenue Over (Under) Expenditures	<u>1,943.29</u>	<u>53,913.81</u>	<u>0.00</u>	<u>53,913.81</u>	<u>(16.03)</u>

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

Target 67%

05 SDC Fund

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues					
4010- Interest Income	128.99	1,183.11	2,590.00	(1,406.89)	(0.46)
4050- Miscellaneous Income	0.02	0.13	30.00	(29.87)	0.00
4185- SDC - Drainage Fee	0.00	159.06	750.00	(590.94)	(0.21)
4190- SDC - Street Fee	0.00	402.00	1,875.00	(1,473.00)	(0.21)
4195- SDC - Park Fees	0.00	3,239.00	4,625.00	(1,386.00)	(0.70)
4200- SDC - Sewer Fee	0.00	10,494.70	17,380.00	(6,885.30)	(0.60)
Budgeted Cash on Hand					
6100- Budgeted Cash on Hand	0.00	0.00	415,000.00	(415,000.00)	0.00
Total Revenues	<u>129.01</u>	<u>15,478.00</u>	<u>442,250.00</u>	<u>(426,772.00)</u>	<u>(2.18)</u>
Expenses					
Personal Services					
5005- Salary Expense	138.10	1,143.06	1,856.00	712.94	0.62
5010- Benefits Expense	18.10	150.48	241.00	90.52	0.62
5015- Payroll Tax Expense	11.58	100.11	153.00	52.89	0.65
Total Personal Services	<u>167.78</u>	<u>1,393.65</u>	<u>2,250.00</u>	<u>856.35</u>	<u>1.89</u>
Materials & Services					
5020- Advertising Expense	3.86	3.86	40.00	36.14	0.10
5025- Dues and Subscriptions Expense	5.14	79.45	88.00	8.55	0.90
5030- Equipment Maintenance Expense	0.00	2.10	100.00	97.90	0.02
5035- Facilities Expense	4.03	28.15	52.00	23.85	0.54
5040- Insurance Expense	0.00	117.65	120.00	2.35	0.98
5045- Postage, Printing, and Supplies Expense	0.31	33.96	80.00	46.04	0.42
5050- Travel Expense	4.68	21.59	32.00	10.41	0.67
5052- Professional Development Expense	3.32	38.86	100.00	61.14	0.39
5055- Telephone Expense	1.28	8.97	40.00	31.03	0.22
5060- Contracted Services	23.00	643.74	1,187.00	543.26	0.54
Materials & Services	<u>45.62</u>	<u>978.33</u>	<u>1,839.00</u>	<u>860.67</u>	<u>4.78</u>
6200- Contingency	0.00	0.00	248,243.00	248,243.00	0.00
Capital Outlay					
5066- Capital Outlay	0.00	0.00	189,918.00	189,918.00	0.00
Total Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>189,918.00</u>	<u>189,918.00</u>	<u>0.00</u>
Total Expenses	<u>213.40</u>	<u>2,371.98</u>	<u>442,250.00</u>	<u>439,878.02</u>	<u>6.67</u>
Excess Revenue Over (Under) Expenditures	<u>(84.39)</u>	<u>13,106.02</u>	<u>0.00</u>	<u>13,106.02</u>	<u>(8.85)</u>

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

Target 67%

06 Parks Fund

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues					
4010- Interest Income	4.48	40.86	90.00	(49.14)	(0.45)
4026- Utility Income	2,266.35	17,985.75	25,725.00	(7,739.25)	(0.70)
4050- Miscellaneous Income	6.24	52.43	40.00	12.43	(1.31)
4075- Grant Receipts	0.00	0.00	34,000.00	(34,000.00)	0.00
4901- Recovered Bad Debts	0.00	0.00	0.00	0.00	0.00
Budgeted Cash on Hand					
6100- Budgeted Cash on Hand	0.00	0.00	13,000.00	(13,000.00)	0.00
Total Revenues	<u>2,277.07</u>	<u>18,079.04</u>	<u>72,855.00</u>	<u>(54,775.96)</u>	<u>(2.46)</u>
Expenses					
Personal Services					
5005- Salary Expense	207.19	1,865.50	3,305.00	1,439.50	0.56
5010- Benefits Expense	27.16	216.60	362.00	145.40	0.60
5015- Payroll Tax Expense	17.45	161.90	273.00	111.10	0.59
Total Personal Services	<u>251.80</u>	<u>2,244.00</u>	<u>3,940.00</u>	<u>1,696.00</u>	<u>1.75</u>
Materials & Services					
5020- Advertising Expense	5.80	5.80	60.00	54.20	0.10
5025- Dues and Subscriptions Expense	7.70	118.79	133.00	14.21	0.89
5030- Equipment Maintenance Expense	0.00	33.15	3,150.00	3,116.85	0.01
5035- Facilities Expense	47.33	381.58	841.00	459.42	0.45
5040- Insurance Expense	0.00	176.49	180.00	3.51	0.98
5045- Postage, Printing, and Supplies Expense	0.47	3,499.86	1,170.00	(2,329.86)	2.99
5050- Travel Expense	7.01	32.41	48.00	15.59	0.68
5052- Professional Development Expense	4.98	58.28	150.00	91.72	0.39
5055- Telephone Expense	1.92	13.40	60.00	46.60	0.22
5065- Contracted Services-Grants pass thru	0.00	0.00	42,500.00	42,500.00	0.00
5060- Contracted Services	727.40	10,728.38	12,166.00	1,437.62	0.88
5901- Uncollectable receivables Bad Debt	0.00	4.04	100.00	95.96	0.04
Materials & Services	<u>802.61</u>	<u>15,052.18</u>	<u>60,558.00</u>	<u>45,505.82</u>	<u>7.63</u>
6200- Contingency	0.00	0.00	8,357.00	8,357.00	0.00
Capital Outlay					
Total Expenses	<u>1,054.41</u>	<u>17,296.18</u>	<u>72,855.00</u>	<u>55,558.82</u>	<u>9.38</u>
Excess Revenue Over (Under) Expenditures	<u>1,222.66</u>	<u>782.86</u>	<u>0.00</u>	<u>782.86</u>	<u>(11.84)</u>

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

07 Stormwater Fund

Target 67%

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues					
4010- Interest Income	24.31	222.92	470.00	(247.08)	(0.47)
4026- Utility Income	1,597.74	12,558.13	17,016.00	(4,457.87)	(0.74)
4050- Miscellaneous Income	5.64	47.26	40.00	7.26	(1.18)
4901- Recovered Bad Debts	0.00	0.00	0.00	0.00	0.00
Budgeted Cash on Hand					
6100- Budgeted Cash on Hand	0.00	0.00	73,000.00	(73,000.00)	0.00
Total Revenues	<u>1,627.69</u>	<u>12,828.31</u>	<u>90,526.00</u>	<u>(77,697.69)</u>	<u>(2.39)</u>
Expenses					
Personal Services					
5005- Salary Expense	207.17	1,714.54	2,785.00	1,070.46	0.62
5010- Benefits Expense	27.15	216.58	362.00	145.42	0.60
5015- Payroll Tax Expense	17.36	149.99	229.00	79.01	0.65
Total Personal Services	<u>251.68</u>	<u>2,081.11</u>	<u>3,376.00</u>	<u>1,294.89</u>	<u>1.87</u>
Materials & Services					
5020- Advertising Expense	5.79	5.79	60.00	54.21	0.10
5025- Dues and Subscriptions Expense	7.69	118.69	133.00	14.31	0.89
5030- Equipment Maintenance Expense	0.00	3.15	150.00	146.85	0.02
5035- Facilities Expense	6.04	42.23	78.00	35.77	0.54
5040- Insurance Expense	0.00	176.48	180.00	3.52	0.98
5045- Postage, Printing, and Supplies Expense	0.46	754.91	1,170.00	415.09	0.65
5050- Travel Expense	7.03	32.41	48.00	15.59	0.68
5052- Professional Development Expense	4.98	58.28	150.00	91.72	0.39
5055- Telephone Expense	1.92	13.41	60.00	46.59	0.22
5060- Contracted Services	34.49	2,929.47	5,526.00	2,596.53	0.53
5901- Uncollectable receivables Bad Debt	0.00	3.94	100.00	96.06	0.04
Materials & Services	<u>68.40</u>	<u>4,138.76</u>	<u>7,655.00</u>	<u>3,516.24</u>	<u>5.04</u>
6200- Contingency	0.00	0.00	69,495.00	69,495.00	0.00
Capital Outlay					
5066- Capital Outlay	0.00	0.00	10,000.00	10,000.00	0.00
Total Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>10,000.00</u>	<u>0.00</u>
Total Expenses	<u>320.08</u>	<u>6,219.87</u>	<u>90,526.00</u>	<u>84,306.13</u>	<u>6.91</u>
Excess Revenue Over (Under) Expenditures	<u>1,307.61</u>	<u>6,608.44</u>	<u>0.00</u>	<u>6,608.44</u>	<u>(9.30)</u>

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

Target 67%

08

Sewer Reserved Fund

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues					
4010- Interest Income	166.22	1,524.36	3,290.00	(1,765.64)	(0.46)
4160- Sewer Replacement Reserve Income	0.00	0.00	0.00	0.00	0.00
Budgeted Cash on Hand					
6100- Budgeted Cash on Hand	0.00	0.00	532,500.00	(532,500.00)	0.00
Total Revenues	<u>166.22</u>	<u>1,524.36</u>	<u>535,790.00</u>	<u>(534,265.64)</u>	<u>(0.46)</u>
Expenses					
Personal Services					
Materials & Services					
6200- Contingency	0.00	0.00	554,510.00	554,510.00	0.00
6300- Transfer In	(1,542.00)	(12,330.00)	(18,720.00)	(6,390.00)	0.66
Capital Outlay					
Total Expenses	<u>(1,542.00)</u>	<u>(12,330.00)</u>	<u>535,790.00</u>	<u>548,120.00</u>	<u>0.66</u>
Excess Revenue Over (Under) Expenditures	<u>1,708.22</u>	<u>13,854.36</u>	<u>0.00</u>	<u>13,854.36</u>	<u>(1.12)</u>

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

Target 167%

09 Street Reserve Fund

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues					
4010- Interest Income	0.50	4.55	10.00	(5.45)	(0.46)
4080- Street Apportionment	0.00	0.00	0.00	0.00	0.00
Budgeted Cash on Hand					
6100- Budgeted Cash on Hand	0.00	0.00	1,600.00	(1,600.00)	0.00
Total Revenues	<u>0.50</u>	<u>4.55</u>	<u>1,610.00</u>	<u>(1,605.45)</u>	<u>(0.46)</u>
Expenses					
Personal Services					
Materials & Services					
6200- Contingency	0.00	0.00	2,260.00	2,260.00	0.00
6300- Transfer in	0.00	0.00	(650.00)	(650.00)	0.00
Capital Outlay					
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>1,610.00</u>	<u>1,610.00</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.50</u>	<u>4.55</u>	<u>0.00</u>	<u>4.55</u>	<u>(0.46)</u>

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

Target 67%

All Funds

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues					
4010- Interest Income	496.19	4,549.23	10,000.00	(5,450.77)	(0.45)
4011- 911 Revenues	0.00	1,430.59	5,700.00	(4,269.41)	(0.25)
4014- Principle repayment	0.00	0.00	0.00	0.00	0.00
4015- Cigarette Tax Revenue	0.00	881.19	1,600.00	(718.81)	(0.55)
4016- School Excise Tax	0.00	2,339.00	13,000.00	(10,661.00)	(0.18)
4020- Liquor Tax Revenue	1,159.06	10,529.65	15,500.00	(4,970.35)	(0.68)
4025- Franchise Tax Income	12,532.37	66,357.94	98,000.00	(31,642.06)	(0.68)
4026- Utility Income	19,678.81	156,685.41	229,069.00	(72,383.59)	(0.68)
4027- City of Tangent Utility Franchise Tax - Sewer and Stormwater	1,407.45	11,213.22	18,075.00	(6,861.78)	(0.62)
4030- Building Permit - Linn County	135.75	2,885.47	11,250.00	(8,364.53)	(0.26)
4031- Building Permit - City of Tangent	45.25	1,320.61	3,750.00	(2,429.39)	(0.35)
4035- Building Permit Surcharge	21.72	484.00	1,800.00	(1,316.00)	(0.27)
4040- Land Use Fee	780.00	2,506.65	15,000.00	(12,493.35)	(0.17)
4050- Miscellaneous Income	89.43	1,411.74	1,000.00	411.74	(1.41)
4060- Building Permit Plan Review Fee	0.00	1,116.70	6,000.00	(4,883.30)	(0.19)
4075- Grant Receipts	0.00	0.00	84,000.00	(84,000.00)	0.00
4080- Street Apportionment	4,773.32	44,067.55	60,400.00	(16,332.45)	(0.73)
4120- TES Tax Turnover Revenue	8.83	1,337.28	1,000.00	337.28	(1.34)
4125- Sewer Connect Fee	0.00	349.00	1,725.00	(1,376.00)	(0.20)
4130- Sewer Disconnect Fee	0.00	0.00	0.00	0.00	0.00
4135- Sewer Reconnect Fee	0.00	0.00	0.00	0.00	0.00
4150- Sewer Lab Use Fee	0.00	0.00	0.00	0.00	0.00
4160- Sewer Replacement Reserve Income	0.00	0.00	0.00	0.00	0.00
4185- SDC - Drainage Fee	0.00	159.06	750.00	(590.94)	(0.21)
4190- SDC - Street Fee	0.00	402.00	1,875.00	(1,473.00)	(0.21)
4195- SDC - Park Fees	0.00	3,239.00	4,625.00	(1,386.00)	(0.70)
4200- SDC - Sewer Fee	0.00	10,494.70	17,380.00	(6,885.30)	(0.60)
4400- FEMA Funds Received	0.00	86,147.09	88,500.00	(2,352.91)	(0.97)
4901- Recovered Bad Debts	0.00	0.00	0.00	0.00	0.00
4990- COGS	0.00	0.00	0.00	0.00	0.00
Budgeted Cash on Hand					
6100- Budgeted Cash on Hand	0.00	0.00	1,542,900.00	(1,542,900.00)	0.00
Total Revenues	41,128.18	409,907.08	2,232,899.00	(1,822,991.92)	(11.70)
Expenses					
Personal Services					
5005- Salary Expense	6,905.75	60,309.59	93,343.00	33,033.41	0.65
5010- Benefits Expense	905.15	7,219.35	12,071.00	4,851.65	0.60
5015- Payroll Tax Expense	580.34	5,246.75	7,679.00	2,432.25	0.68
Total Personal Services	8,391.24	72,775.69	113,093.00	40,317.31	1.93
Materials & Services					
5011- 911 Expense	0.00	1,430.59	5,700.00	4,269.41	0.25
5019- School Excise Tax Expense	0.00	2,268.83	12,610.00	10,341.17	0.18
5020- Advertising Expense	193.16	193.16	2,000.00	1,806.84	0.10
5025- Dues and Subscriptions Expense	256.59	4,065.98	6,192.00	2,126.02	0.66
5030- Equipment Maintenance Expense	573.41	11,453.03	53,000.00	41,546.97	0.22

February 28, 2013 - Statement of Activity - MTD and YTD by Fund

All Funds

Target 67%

	<u>M-T-D Actual</u>	<u>Y-T-D Actual</u>	<u>Y-T-D Budget</u>	<u>Variance</u>	<u>% of Budget</u>
5035- Facilities Expense	450.49	2,981.21	5,786.00	2,804.79	0.52
5040- Insurance Expense	0.00	6,450.77	6,600.00	149.23	0.98
5045- Postage, Printing, and Supplies Expense	267.83	7,080.66	7,500.00	419.34	0.94
5050- Travel Expense	233.97	1,080.20	1,600.00	519.80	0.68
5052- Professional Development Expense	166.00	1,942.73	5,000.00	3,057.27	0.39
5055- Telephone Expense	63.96	447.14	2,000.00	1,552.86	0.22
5065- Contracted Services-Grants pass thru	2,730.00	15,512.50	92,500.00	76,987.50	0.17
5400- FEMA Expenditures	2,063.17	58,806.23	118,000.00	59,193.77	0.50
5060- Contracted Services	10,358.24	97,612.47	180,800.00	83,187.53	0.54
5061- Contracted Services-LinnCo pass thru Expense	243.36	4,475.74	19,050.00	14,574.26	0.23
5063- Contracted Services-Zoning pass thru	270.00	7,239.58	15,000.00	7,760.42	0.48
5901- Uncollectable receivables Bad Debt	0.00	1,453.60	1,200.00	(253.60)	1.21
Materials & Services	<u>17,870.18</u>	<u>224,494.42</u>	<u>534,538.00</u>	<u>310,043.58</u>	<u>8.27</u>
6200- Contingency	0.00	0.00	1,266,318.00	1,266,318.00	0.00
6300- Transfer In	(1,542.00)	(12,330.00)	(19,370.00)	(7,040.00)	0.64
6400- Transfer Out	1,542.00	12,330.00	19,370.00	7,040.00	0.64
Capital Outlay					
5066- Capital Outlay	0.00	11,641.50	318,950.00	307,308.50	0.04
Total Capital Outlay	<u>0.00</u>	<u>11,641.50</u>	<u>318,950.00</u>	<u>307,308.50</u>	<u>0.04</u>
Total Expenses	<u>26,261.42</u>	<u>308,911.61</u>	<u>2,232,899.00</u>	<u>1,923,987.39</u>	<u>11.52</u>
Excess Revenue Over (Under) Expenditures	<u>14,866.76</u>	<u>100,995.47</u>	<u>0.00</u>	<u>100,995.47</u>	<u>(23.22)</u>

01 General Fund

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
ASSETS:			
Current Assets			
1025- Petty Cash	112.77	70.00	42.77
1020- Citizens Bank Acct 8068	5,858.52	842.28	5,016.24
1000- Citizens Bank Acct. 0110	172,492.65	167,750.02	4,742.63
Edward Jones:			
1040- Edward Jones Money Market	3,325.82	3,325.82	0.00
1041- Edward Jones CD's	23,286.27	23,286.27	0.00
Total Edward Jones	<u>26,612.09</u>	<u>26,612.09</u>	<u>0.00</u>
Oregon State Treasury:			
1050- Oregon State Treasury Acct. 5069	77,769.30	67,194.47	10,574.83
Total Oregon State Treasury	<u>77,769.30</u>	<u>67,194.47</u>	<u>10,574.83</u>
User Fees Receivable			
1499- Undeposited Funds	(139.55)	1,417.55	(1,557.10)
Total User Fees Receivable	<u>(139.55)</u>	<u>1,417.55</u>	<u>(1,557.10)</u>
1315- Due from other Governments - Liquor & Cigarette Tax	1,159.06	366.79	792.27
Other Accounts Receivable			
1220- Accounts Receivable Franchise Fees	5,700.56	6,127.90	(427.34)
1221- Accounts Receivable - Land Use/Zoning	856.96	238.04	618.92
Total Other Accounts Receivable	<u>6,557.52</u>	<u>6,365.94</u>	<u>191.58</u>
Fund Transfers			
Fund Transfers	0.00	(2,302.98)	2,302.98
Current Assets	290,422.36	268,316.16	22,106.20
Total Assets	<u>290,422.36</u>	<u>268,316.16</u>	<u>22,106.20</u>
LIABILITIES AND EQUITY			
Liabilities:			
2000- Accounts Payable	1,413.64	16,629.76	(15,216.12)
Payroll and Payroll Tax Payable			
2100- Payroll Liabilities	4,847.99	0.00	4,847.99
2101- Payroll Tax Liabilities	19.71	19.64	0.07
Total Payroll and Payroll Tax Payable	<u>4,867.70</u>	<u>19.64</u>	<u>4,848.06</u>
2050- Deposits Payable - Land Use/Zoning	12,206.25	5,877.15	6,329.10
Total Liabilities	18,487.59	22,526.55	(4,038.96)
Equity			
01-3010-00 General Fund Balance	263,910.38	167,120.21	96,790.17
Total Equity	<u>263,910.38</u>	<u>167,120.21</u>	<u>96,790.17</u>
Income Summary			
Income Summary	8,024.39	78,669.40	(70,645.01)
Total Liabilities and Equity	290,422.36	268,316.16	22,106.20

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
ASSETS:			
Current Assets			
Edward Jones:			
1040- Edward Jones Money Market	831.45	831.45	0.00
1041- Edward Jones CD's	235.62	235.62	0.00
Total Edward Jones	<u>1,067.07</u>	<u>1,067.07</u>	<u>0.00</u>
Oregon State Treasury:			
1050- Oregon State Treasury Acct 5069	299,935.01	278,963.01	20,972.00
Total Oregon State Treasury	<u>299,935.01</u>	<u>278,963.01</u>	<u>20,972.00</u>
User Fees Receivable			
1315- Due from Other Governments - Cigarette Tax	4,773.32	3,887.87	885.45
Other Accounts Receivable			
Fund Transfers			
Fund Transfers	0.00	(213.90)	213.90
Current Assets	<u>305,775.40</u>	<u>283,704.05</u>	<u>22,071.35</u>
Total Assets	<u>305,775.40</u>	<u>283,704.05</u>	<u>22,071.35</u>
LIABILITIES AND EQUITY			
Liabilities:			
2000- Accounts Payable	2,820.91	455.24	2,365.67
Payroll and Payroll Tax Payable			
2100- Payroll Liabilities	1,131.19	0.00	1,131.19
2101- Payroll Tax Liabilities	4.24	4.40	(0.16)
Total Payroll and Payroll Tax Payable	<u>1,135.43</u>	<u>4.40</u>	<u>1,131.03</u>
Total Liabilities	<u>3,956.34</u>	<u>459.64</u>	<u>3,496.70</u>
Equity			
02-3010-00 Street Fund Balance	297,219.82	254,514.84	42,704.98
Total Equity	<u>297,219.82</u>	<u>254,514.84</u>	<u>42,704.98</u>
Income Summary			
Income Summary	4,599.24	28,729.57	(24,130.33)
Total Liabilities and Equity	<u>305,775.40</u>	<u>283,704.05</u>	<u>22,071.35</u>

February 28, 2013 - Balance Sheet

04 Sewer Fund

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
ASSETS:			
Current Assets			
1000- Citizens Bank Acct. 0110	15,123.22	15,161.57	(38.35)
Edward Jones:			
1040- Edward Jones Money Market	997.74	997.74	0.00
1041- Edward Jones CD's	282.74	282.74	0.00
Total Edward Jones	<u>1,280.48</u>	<u>1,280.48</u>	<u>0.00</u>
Oregon State Treasury:			
1050- Oregon State Treasury Acct. 5069	28,710.50	16,983.72	11,726.78
Total Oregon State Treasury	<u>28,710.50</u>	<u>16,983.72</u>	<u>11,726.78</u>
User Fees Receivable			
1250- User Fees Receivable	23,172.63	19,681.02	3,491.61
Total User Fees Receivable	<u>23,172.63</u>	<u>19,681.02</u>	<u>3,491.61</u>
Other Accounts Receivable			
Fund Transfers			
Fund Transfers	0.00	(267.38)	267.38
Current Assets	68,288.83	52,839.41	15,447.42
Total Assets	<u>68,288.83</u>	<u>52,839.41</u>	<u>15,447.42</u>
LIABILITIES AND EQUITY			
Liabilities:			
2000- Accounts Payable	8,976.08	9,778.64	(802.56)
Payroll and Payroll Tax Payable			
2100- Payroll Liabilities	1,454.41	0.00	1,454.41
2101- Payroll Tax Liabilities	6.68	6.46	0.22
Total Payroll and Payroll Tax Payable	<u>1,461.09</u>	<u>6.46</u>	<u>1,454.63</u>
2005- Deferred Revenue	1,591.16	1,620.47	(29.31)
Total Liabilities	12,028.33	11,405.57	622.78
Equity			
04-3010-00 Sewer Fund Balance	2,344.69	40,905.14	(38,560.45)
Total Equity	<u>2,344.69</u>	<u>40,905.14</u>	<u>(38,560.45)</u>
Income Summary			
Income Summary	<u>53,913.81</u>	<u>528.70</u>	<u>53,385.11</u>
Total Liabilities and Equity	<u>68,288.83</u>	<u>52,839.41</u>	<u>15,447.42</u>

February 28, 2013 - Balance Sheet

05 SDC Fund

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
ASSETS:			
Current Assets			
1030- Central Willamette Credit Union	12,005.79	11,938.64	67.15
Edward Jones:			
1040- Edward Jones Money Market	50,055.43	50,055.43	0.00
1041- Edward Jones CD's	54,909.65	54,909.65	0.00
Total Edward Jones	<u>104,965.08</u>	<u>104,965.08</u>	<u>0.00</u>
Oregon State Treasury:			
1050- Oregon State Treasury Acct #5069	322,137.62	306,796.91	15,340.71
Total Oregon State Treasury	<u>322,137.62</u>	<u>306,796.91</u>	<u>15,340.71</u>
User Fees Receivable			
Other Accounts Receivable			
Fund Transfers			
Fund Transfers	0.00	2,891.20	(2,891.20)
Current Assets	<u>439,108.49</u>	<u>426,591.83</u>	<u>12,516.66</u>
Total Assets	<u>439,108.49</u>	<u>426,591.83</u>	<u>12,516.66</u>
LIABILITIES AND EQUITY			
Liabilities:			
2000- Accounts Payable	1.13	126.55	(125.42)
Payroll and Payroll Tax Payable			
2100- Payroll Liabilities	161.56	0.00	161.56
2101- Payroll Tax Liabilities	0.48	0.75	(0.27)
Total Payroll and Payroll Tax Payable	<u>162.04</u>	<u>0.75</u>	<u>161.29</u>
Total Liabilities	<u>163.17</u>	<u>127.30</u>	<u>35.87</u>
Equity			
05-3010-00 SDC Fund Balance	425,839.30	410,983.92	14,855.38
Total Equity	<u>425,839.30</u>	<u>410,983.92</u>	<u>14,855.38</u>
Income Summary			
Income Summary	<u>13,106.02</u>	<u>15,480.61</u>	<u>(2,374.59)</u>
Total Liabilities and Equity	<u>439,108.49</u>	<u>426,591.83</u>	<u>12,516.66</u>

06 Parks Fund

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
ASSETS:			
Current Assets			
Edward Jones:			
1040- Edward Jones Money Market	166.29	166.29	0.00
Total Edward Jones	<u>166.29</u>	<u>166.29</u>	<u>0.00</u>
Oregon State Treasury:			
1050- Oregon State Treasury Acct #5069	14,288.04	13,409.05	878.99
Total Oregon State Treasury	<u>14,288.04</u>	<u>13,409.05</u>	<u>878.99</u>
User Fees Receivable			
1250- User Fees Receivable	3,163.03	2,148.03	1,015.00
Total User Fees Receivable	<u>3,163.03</u>	<u>2,148.03</u>	<u>1,015.00</u>
Other Accounts Receivable			
Fund Transfers			
Fund Transfers	0.00	(53.47)	53.47
Current Assets	<u>17,617.36</u>	<u>15,669.90</u>	<u>1,947.46</u>
Total Assets	<u>17,617.36</u>	<u>15,669.90</u>	<u>1,947.46</u>
LIABILITIES AND EQUITY			
Liabilities:			
2000- Accounts Payable	735.89	844.13	(108.24)
Payroll and Payroll Tax Payable			
2100- Payroll Liabilities	242.45	0.00	242.45
2101- Payroll Tax Liabilities	0.99	0.87	0.12
Total Payroll and Payroll Tax Payable	<u>243.44</u>	<u>0.87</u>	<u>242.57</u>
2005- Deferred Revenue	377.53	316.24	61.29
Total Liabilities	<u>1,356.86</u>	<u>1,161.24</u>	<u>195.62</u>
Equity			
06-3010-00 Parks Fund Balance	15,477.64	5,463.13	10,014.51
Total Equity	<u>15,477.64</u>	<u>5,463.13</u>	<u>10,014.51</u>
Income Summary			
Income Summary	782.86	9,045.53	(8,262.67)
Total Liabilities and Equity	<u>17,617.36</u>	<u>15,669.90</u>	<u>1,947.46</u>

February 28, 2013 - Balance Sheet

07 Stormwater Fund

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
ASSETS:			
Current Assets			
Edward Jones:			
1040- Edward Jones Money Market	43,693.07	43,693.07	0.00
1041- Edward Jones CD's	10,136.84	10,136.84	0.00
Total Edward Jones	<u>53,829.91</u>	<u>53,829.91</u>	<u>0.00</u>
Oregon State Treasury:			
1050- Oregon State Treasury Acct #5069	31,783.06	20,940.05	10,843.01
Total Oregon State Treasury	<u>31,783.06</u>	<u>20,940.05</u>	<u>10,843.01</u>
User Fees Receivable			
1250- User Fees Receivable	2,510.03	2,218.58	291.45
Total User Fees Receivable	<u>2,510.03</u>	<u>2,218.58</u>	<u>291.45</u>
Other Accounts Receivable			
Fund Transfers			
Fund Transfers	0.00	(53.47)	53.47
Current Assets	88,123.00	76,935.07	11,187.93
Total Assets	<u>88,123.00</u>	<u>76,935.07</u>	<u>11,187.93</u>
LIABILITIES AND EQUITY			
Liabilities:			
2000- Accounts Payable	1.70	95.02	(93.32)
Payroll and Payroll Tax Payable			
2100- Payroll Liabilities	242.35	0.00	242.35
2101- Payroll Tax Liabilities	0.91	0.89	0.02
Total Payroll and Payroll Tax Payable	<u>243.26</u>	<u>0.89</u>	<u>242.37</u>
2005- Deferred Revenue	195.95	183.98	11.97
Total Liabilities	440.91	279.89	161.02
Equity			
07-3010-00 Stormwater Fund Balance	81,073.65	70,017.18	11,056.47
Total Equity	<u>81,073.65</u>	<u>70,017.18</u>	<u>11,056.47</u>
Income Summary			
Income Summary	6,608.44	6,638.00	(29.56)
Total Liabilities and Equity	88,123.00	76,935.07	11,187.93

February 28, 2013 - Balance Sheet

08 Sewer Reserve Fund

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
ASSETS:			
Current Assets			
Edward Jones:			
1040- Edward Jones Money Market	(92,205.96)	0.00	(92,205.96)
1041- Edward Jones CD's	282,195.77	187,160.92	95,034.85
Total Edward Jones	<u>189,989.81</u>	<u>187,160.92</u>	<u>2,828.89</u>
Oregon State Treasury:			
1050- Oregon State Treasury Acct. 5069	372,216.13	353,438.93	18,777.20
Total Oregon State Treasury	<u>372,216.13</u>	<u>353,438.93</u>	<u>18,777.20</u>
User Fees Receivable			
Other Accounts Receivable			
Fund Transfers			
Fund Transfers	0.00	0.00	0.00
Current Assets	<u>562,205.94</u>	<u>540,599.85</u>	<u>21,606.09</u>
Total Assets	<u>562,205.94</u>	<u>540,599.85</u>	<u>21,606.09</u>
LIABILITIES AND EQUITY			
Liabilities:			
Payroll and Payroll Tax Payable			
Equity			
08-3010-00 Sewer Reserve Fund Balance	548,351.58	526,906.21	21,445.37
Total Equity	<u>548,351.58</u>	<u>526,906.21</u>	<u>21,445.37</u>
Income Summary			
Income Summary	13,854.36	13,693.64	160.72
Total Liabilities and Equity	<u>562,205.94</u>	<u>540,599.85</u>	<u>21,606.09</u>

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
ASSETS:			
Current Assets			
Edward Jones:			
Oregon State Treasury:			
1050- Oregon State Treasury Acct. 5069	1,431.76	922.62	509.14
Total Oregon State Treasury	<u>1,431.76</u>	<u>922.62</u>	<u>509.14</u>
User Fees Receivable			
Other Accounts Receivable			
Fund Transfers			
Fund Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Current Assets	1,431.76	922.62	509.14
Total Assets	<u>1,431.76</u>	<u>922.62</u>	<u>509.14</u>
LIABILITIES AND EQUITY			
Liabilities:			
Payroll and Payroll Tax Payable			
Equity			
09-3010-00 Street Reserve Fund Balance	1,427.21	918.62	508.59
Total Equity	<u>1,427.21</u>	<u>918.62</u>	<u>508.59</u>
Income Summary			
Income Summary	<u>4.55</u>	<u>4.00</u>	<u>0.55</u>
Total Liabilities and Equity	<u>1,431.76</u>	<u>922.62</u>	<u>509.14</u>

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
ASSETS:			
Current Assets			
1025- Petty Cash	112.77	70.00	42.77
1020- Citizens Bank Acct 8068	5,858.52	842.28	5,016.24
1000- Citizens Bank Acct. 0110	187,615.87	182,911.59	4,704.28
1030- Central Willamette Credit Union	12,005.79	11,938.64	67.15
Edward Jones:			
1040- Edward Jones Money Market	6,863.84	99,069.80	(92,205.96)
1041- Edward Jones CD's	371,046.89	276,012.04	95,034.85
Total Edward Jones	<u>377,910.73</u>	<u>375,081.84</u>	<u>2,828.89</u>
Oregon State Treasury:			
1050- Oregon State Treasury Acct. 5069	1,148,271.42	1,058,648.76	89,622.66
Total Oregon State Treasury	<u>1,148,271.42</u>	<u>1,058,648.76</u>	<u>89,622.66</u>
User Fees Receivable			
1250- User Fees Receivable	28,845.69	24,047.63	4,798.06
1499- Undeposited Funds	(139.55)	1,417.55	(1,557.10)
Total User Fees Receivable	<u>28,706.14</u>	<u>25,465.18</u>	<u>3,240.96</u>
1315- Due from other Governments - Liquor & Cigarette Tax	5,932.38	4,254.66	1,677.72
Other Accounts Receivable			
1220- Accounts Receivable Franchise Fees	5,700.56	6,127.90	(427.34)
1221- Accounts Receivable - Land Use/Zoning	856.96	238.04	618.92
Total Other Accounts Receivable	<u>6,557.52</u>	<u>6,365.94</u>	<u>191.58</u>
Fund Transfers			
Fund Transfers	0.00	0.00	0.00
Current Assets	1,772,971.14	1,665,578.89	107,392.25
Total Assets	<u>1,772,971.14</u>	<u>1,665,578.89</u>	<u>107,392.25</u>
LIABILITIES AND EQUITY			
Liabilities:			
2000- Accounts Payable	13,955.35	27,929.34	(13,973.99)
Payroll and Payroll Tax Payable			
2100- Payroll Liabilities	8,079.95	0.00	8,079.95
2101- Payroll Tax Liabilities	33.01	33.01	0.00
Total Payroll and Payroll Tax Payable	<u>8,112.96</u>	<u>33.01</u>	<u>8,079.95</u>
2050- Deposits Payable - Land Use/Zoning	12,206.25	5,877.15	6,329.10
2005- Deferred Revenue	2,164.64	2,120.69	43.95
Total Liabilities	<u>36,439.20</u>	<u>35,960.19</u>	<u>479.01</u>
Equity			
01-3010-00 General Fund Balance	263,910.38	167,120.21	96,790.17
02-3010-00 Street Fund Balance	297,219.82	254,514.84	42,704.98
04-3010-00 Sewer Fund Balance	2,344.69	40,905.14	(38,560.45)
05-3010-00 SDC Fund Balance	425,839.30	410,983.92	14,855.38
06-3010-00 Parks Fund Balance	15,477.64	5,463.13	10,014.51
07-3010-00 Stormwater Fund Balance	81,073.65	70,017.18	11,056.47
08-3010-00 Sewer Reserve Fund Balance	548,351.58	526,906.21	21,445.37
09-3010-00 Street Reserve Fund Balance	1,427.21	918.62	508.59
Total Equity	<u>1,635,644.27</u>	<u>1,476,829.25</u>	<u>158,815.02</u>
Income Summary			

February 28, 2013 - Balance Sheet

All Funds

	<u>This Year</u>	<u>Last Year</u>	<u>Change</u>
Income Summary	<u>100,887.67</u>	<u>152,789.45</u>	<u>(51,901.78)</u>
Total Liabilities and Equity	<u>1,772,971.14</u>	<u>1,665,578.89</u>	<u>107,392.25</u>

City of Tangent

Citizens Bank 8068

A/P Detail Check Register for Check Date 2/12/2013

<u>Check</u>	<u>Vendor</u>	<u>Description or Invoice Numbers</u>	<u>Check Amount</u>	<u>Invoice Distribution Accounts</u>	<u>Distribution Amount</u>
0008964	[A&B] A&B Septic Service	Dosing Tank - TIP Bldg 21	385.70	04-5400-00 FEMA Expenditures	385.70
0008965	[AIG] AIG Valic c/o Chase Bank of Texas	Pay period ending 1/23/2013 - AIG	300.00	01-2100-00 Payroll Liabilities	179.97
				02-2100-00 Payroll Liabilities	42.03
				04-2100-00 Payroll Liabilities	53.97
				05-2100-00 Payroll Liabilities	6.00
				06-2100-00 Payroll Liabilities	9.03
				07-2100-00 Payroll Liabilities	9.00
0008966	[CIT] CIT Technology Financial Service		378.74	01-5060-00 Contracted Services	227.24
				02-5060-00 Contracted Services	53.03
				04-5060-00 Contracted Services	68.17
				05-5060-00 Contracted Services	7.58
				06-5060-00 Contracted Services	11.36
				07-5060-00 Contracted Services	11.36
0008967	[Comcast] Comcast		122.96	01-5055-00 Telephone Expense	38.38
				01-5060-00 Contracted Services	35.40
				02-5055-00 Telephone Expense	8.95
				02-5060-00 Contracted Services	8.26
				04-5055-00 Telephone Expense	11.51
				04-5060-00 Contracted Services	10.62
				05-5055-00 Telephone Expense	1.28
				05-5060-00 Contracted Services	1.18
				06-5055-00 Telephone Expense	1.92
				06-5060-00 Contracted Services	1.77
				07-5055-00 Telephone Expense	1.92
0008968	[Eager] Eager Beaver Nursery, Inc.		692.91	06-5060-00 Contracted Services	692.91
0008969	[Erwin] Erwin Consulting Engineering LLC	Invoices 1364, 1365	4,683.00	01-5060-00 Contracted Services	126.00
				01-5063-00 Contracted Services-Zoning pass th	57.50
				02-5060-00 Contracted Services	994.40
				02-5065-00 Contracted Services-Grants pass th	3450.50
				04-5060-00 Contracted Services	37.80
				05-5060-00 Contracted Services	4.20
				06-5060-00 Contracted Services	6.30
				07-5060-00 Contracted Services	6.30
0008970	[Ferguson] Ferguson Enterprises, Inc.	Invoices 0343826, 0344690	1,579.89	04-5030-00 Equipment Maintenance Expense	753.62
				04-5400-00 FEMA Expenditures	826.27

City of Tangent

Citizens Bank 8068

A/P Detail Check Register for Check Date 2/15/2013

<u>Check</u>	<u>Vendor</u>	<u>Description or Invoice Numbers</u>	<u>Check Amount</u>	<u>Invoice Distribution Accounts</u>	<u>Distribution Amount</u>
0201263	[Internal] Internal Revenue Service	Pay period ending 1/23/2013 - EmpFica, EmpFicaMed, FWT	2,001.44	01-2101-00 Payroll Tax Liabilities 02-2101-00 Payroll Tax Liabilities 04-2101-00 Payroll Tax Liabilities 05-2101-00 Payroll Tax Liabilities 06-2101-00 Payroll Tax Liabilities 07-2101-00 Payroll Tax Liabilities	1196.58 279.31 358.88 39.93 66.91 59.83
0201264	[Oregon] Oregon Department of Revenue	Pay period ending 1/23/2013 - SwTOR, Workman's Comp	517.86	01-2101-00 Payroll Tax Liabilities 02-2101-00 Payroll Tax Liabilities 04-2101-00 Payroll Tax Liabilities 05-2101-00 Payroll Tax Liabilities 06-2101-00 Payroll Tax Liabilities 07-2101-00 Payroll Tax Liabilities	308.21 71.95 92.42 10.30 19.55 15.43
Total for Check Run:			<u>2,519.30</u>		

<u>Check</u>	<u>Vendor</u>	<u>Description or Invoice Numbers</u>	<u>Check Amount</u>	<u>Invoice Distribution Accounts</u>	<u>Distribution Amount</u>
0008971	[League] League of Oregon Cities	Invoices 13802, 13816	370.00	01-5052-00 Professional Development Expense 02-5052-00 Professional Development Expense 04-5052-00 Professional Development Expense 05-5052-00 Professional Development Expense 06-5052-00 Professional Development Expense 07-5052-00 Professional Development Expense	222.00 51.80 66.60 7.40 11.10 11.10
0008972	[Planning] Linn County Planning & Building Department	T12-19; T13-01	214.69	01-5061-00 Contracted Services-LinnCo pass th	214.69
0008973	[Meals] Meals on Wheels		300.00	01-5060-00 Contracted Services	300.00
0008974	[Profectus] Profectus, Inc.		150.00	01-5060-00 Contracted Services 02-5060-00 Contracted Services 04-5060-00 Contracted Services 05-5060-00 Contracted Services 06-5060-00 Contracted Services 07-5060-00 Contracted Services	90.00 21.00 27.00 3.00 4.50 4.50
0008975	[Quill] Quill Corporation		113.42	01-5045-00 Postage, Printing, and Supplies Ex 02-5045-00 Postage, Printing, and Supplies Ex 04-5045-00 Postage, Printing, and Supplies Ex 05-5045-00 Postage, Printing, and Supplies Ex 06-5045-00 Postage, Printing, and Supplies Ex 07-5045-00 Postage, Printing, and Supplies Ex	68.05 15.88 20.42 2.26 3.41 3.40
0008976	[Reeve] Reeve Kearns PC		1,196.00	01-5060-00 Contracted Services 01-5063-00 Contracted Services-Zoning pass th 02-5060-00 Contracted Services 04-5060-00 Contracted Services 05-5060-00 Contracted Services 06-5060-00 Contracted Services 07-5060-00 Contracted Services	249.60 780.00 58.24 74.88 8.32 12.48 12.48
0008977	[Schafers] Schafers Recreation Equipment Co.	Invoices 70823, 9867	213.40	04-5030-00 Equipment Maintenance Expense	213.40
0008978	[Security] Security Alarm System		24.00	04-5060-00 Contracted Services	24.00
0008979	[Vanco] VanCo, Inc.		6,504.09	04-5060-00 Contracted Services 04-5400-00 FEMA Expenditures	6154.09 350.00
0008980	[147-CP] Willamette Hose		18.00	01-5060-00 Contracted Services	18.00
Total for Check Run:			<u>17,246.80</u>		

A/P Detail Check Register for Check Date 2/25/2013

<u>Check</u>	<u>Vendor</u>	<u>Description or Invoice Numbers</u>	<u>Check Amount</u>	<u>Invoice Distribution Accounts</u>	<u>Distribution Amount</u>
0008981	[Alamo] Alamo Roofing, LLC	Moss treatment, reattach gutter, caulk flashings	375.00	01-5060-00 Contracted Services 02-5060-00 Contracted Services 04-5060-00 Contracted Services 05-5060-00 Contracted Services 06-5060-00 Contracted Services 07-5060-00 Contracted Services	225.00 52.50 67.50 7.50 11.25 11.25
0008982	[EBS] EBS		305.15	01-5010-00 Benefits Expense 02-5010-00 Benefits Expense 04-5010-00 Benefits Expense 05-5010-00 Benefits Expense 06-5010-00 Benefits Expense 07-5010-00 Benefits Expense	183.09 42.72 54.93 6.10 9.16 9.15
0008983	[Ferguson] Ferguson Enterprises, Inc.	Invoices 0343826-1, 0344690-1, 0346398, 0346674	892.15	04-5030-00 Equipment Maintenance Expense 04-5400-00 FEMA Expenditures	387.18 504.97
0008984	[Hochstatter] Hochstatter, Steve	Low current clamp meter & keys	163.72	04-5030-00 Equipment Maintenance Expense	163.72
0008985	[James] Minard, James		254.88	01-5063-00 Contracted Services-Zoning pass th	254.88
0008986	[NW Natural] NW Natural Gas		131.98	01-5035-00 Facilities Expense 02-5035-00 Facilities Expense 04-5035-00 Facilities Expense 05-5035-00 Facilities Expense 06-5035-00 Facilities Expense 07-5035-00 Facilities Expense	79.19 18.48 23.75 2.64 3.96 3.96
0008987	[Pacific Power] Pacific Power	Invoices 2013/01 Bass, 2013/01 Lagoon, 2013/01 Pioneer, 2013/01 Street, 2013/01 Wayside	337.93	01-5035-00 Facilities Expense 02-5035-00 Facilities Expense 04-5035-00 Facilities Expense 05-5035-00 Facilities Expense 06-5035-00 Facilities Expense 07-5035-00 Facilities Expense	48.11 94.08 147.57 1.61 44.15 2.41
0008988	[Platt] Platt		26.18	04-5030-00 Equipment Maintenance Expense	26.18
0008989	[Quill] Quill Corporation	Invoices 8869293, 9328103	57.46	01-5045-00 Postage, Printing, and Supplies Ex 02-5045-00 Postage, Printing, and Supplies Ex 04-5045-00 Postage, Printing, and Supplies Ex 05-5045-00 Postage, Printing, and Supplies Ex 06-5045-00 Postage, Printing, and Supplies Ex 07-5045-00 Postage, Printing, and Supplies Ex	34.48 8.05 10.33 1.15 1.73 1.72
0008990	[Schaefers] Schaefers Recreation Equipment Co.	Invoices 70973-1, 70974-1	160.05	04-5030-00 Equipment Maintenance Expense	160.05

City of Tangent

Citizens Bank 8068

A/P Detail Check Register for Check Date 2/26/2013

<u>Check</u>	<u>Vendor</u>	<u>Description or Invoice Numbers</u>	<u>Check Amount</u>	<u>Invoice Distribution Accounts</u>	<u>Distribution Amount</u>
0008995	[Georgia] Edwards, Georgia	Mileage 02/13	144.86	01-5050-00 Travel Expense	86.92
				02-5050-00 Travel Expense	20.28
				04-5050-00 Travel Expense	26.07
				05-5050-00 Travel Expense	2.90
				06-5050-00 Travel Expense	4.34
				07-5050-00 Travel Expense	4.35
0008996	[Bev] Manfredo, Beverly	Mileage 02/13	16.95	01-5050-00 Travel Expense	10.17
				02-5050-00 Travel Expense	2.37
				04-5050-00 Travel Expense	3.05
				05-5050-00 Travel Expense	0.34
				06-5050-00 Travel Expense	0.51
				07-5050-00 Travel Expense	0.51
0008997	[Seaton] McLennan, Seaton	Mileage 02/13	79.28	01-5050-00 Travel Expense	37.97
				01-5052-00 Professional Development Expense	9.60
				02-5050-00 Travel Expense	8.86
				02-5052-00 Professional Development Expense	2.24
				04-5050-00 Travel Expense	11.39
				04-5052-00 Professional Development Expense	2.88
				05-5050-00 Travel Expense	1.26
				05-5052-00 Professional Development Expense	0.32
				06-5050-00 Travel Expense	1.90
				06-5052-00 Professional Development Expense	0.48
				07-5050-00 Travel Expense	1.90
Total for Check Run:			<u>241.09</u>		

FRANCHISE TAXES PAID 2012-13

	Awin	Awin	Pacific Corp	Pacific Corp	NW Natural	NW Natural	Qwest	Qwest	ComCast	ComCast	Total	2011/12 Totals	Net Gain / (Loss)
	2012/13	2011/12	2012/13	2011/12	2012/13	2011/12	2012/13	2011/12	2012/13	2011/12	2012/13		
July	\$1,469.61	\$1,391.67	\$4,315.60	\$3,900.44	\$0.00	\$475.23	\$315.26	\$360.56	\$0.00	\$0.00	\$6,100.47	\$6,127.90	(\$27.43)
Aug	\$1,430.47	\$1,289.02	\$4,222.07	\$3,959.99	\$67.79	\$443.95	\$346.10	\$0.00	\$2,556.36	\$2,403.96	\$8,622.79	\$8,096.92	\$525.87
Sept	\$1,399.06	\$1,289.60	\$4,316.48	\$4,198.49	\$324.71	\$449.82	\$310.90	\$748.22	\$0.00	\$0.00	\$6,351.15	\$6,686.13	(\$334.98)
Oct	\$1,344.78	\$1,278.59	\$4,500.42	\$4,478.29	\$480.24	\$466.85	\$309.80	\$407.82	\$0.00	\$2,362.50	\$5,290.46	\$8,994.05	(\$3,703.59)
Nov	\$1,328.12	\$1,391.95	\$4,187.67	\$3,977.80	\$490.18	\$535.31	\$331.58	\$348.62	\$2,628.39	\$0.00	\$8,965.94	\$6,253.68	\$2,712.26
Dec	\$2,296.47	\$1,288.72	\$4,223.24	\$4,269.78	\$938.85	\$1,279.08	\$298.25	\$341.28	\$0.00	\$0.00	\$7,756.81	\$7,178.86	\$577.95
Jan	\$1,427.95	\$1,623.66	\$5,573.96	\$6,095.60	\$2,084.69	\$2,267.47	\$306.57	\$347.55	\$0.00	\$0.00	\$9,393.17	\$10,334.28	(\$941.11)
Feb	\$1,291.96	\$1,298.28	\$6,677.97	\$5,855.28	\$2,968.20	\$3,161.75	\$300.70	\$348.16	\$2,585.50	\$2,486.10	\$13,824.33	\$13,149.57	\$674.76
Mar													
Apr													
May													
June													
Totals	\$11,988.42	\$10,851.49	\$38,017.41	\$36,735.67	\$7,354.66	\$9,079.46	\$2,519.16	\$2,902.21	\$7,770.25	\$7,252.56	\$66,305.12	\$66,821.39	(\$516.27)

LGIP Revenue Sharing 2012-13

	Cigarette Tax This Year	Cigarette Tax Last Year	ODOT This Year	ODOT Last Year	Liquor Tax This Year	Liquor Tax Last Year	2012/13 Total	2011/12 Total	Increase/ (Decrease)
July	\$ 157.25	\$ 151.83	\$ 4,670.56	\$ 4,707.68	\$ 1,364.36	\$ 1,416.63	\$ 6,192.17	\$6,276.14	(\$83.97)
August	\$ 145.64	\$ 144.00	\$ 5,455.47	\$ 5,084.40	\$ 1,312.65	\$ 1,068.08	\$ 6,913.76	\$6,296.48	\$617.28
September	\$ 153.59	\$ 183.99	\$ 6,357.57	\$ 6,317.78	\$ 1,329.29	\$ 1,101.09	\$ 7,840.45	\$7,602.86	\$237.59
October	\$ 141.48	\$ -	\$ 5,665.01	\$ 5,561.06	\$ 1,067.35	\$ 1,164.37	\$ 6,873.84	\$6,725.43	\$148.41
November	\$ 145.59	\$ 283.86	\$ 5,672.93	\$ 5,439.53	\$ 1,125.41	\$ 904.26	\$ 6,943.93	\$6,627.65	\$316.28
December	\$ 137.64	\$ 128.74	\$ 5,581.42	\$ 5,225.67	\$ 2,213.77	\$ 2,146.12	\$ 7,932.83	\$7,500.53	\$432.30
January	\$ -	\$ -	\$ 5,891.27	\$ 6,196.67	\$ 957.76	\$ 999.95	\$ 6,849.03	\$7,196.62	(\$347.59)
February	\$ -	\$ 270.37	\$ 4,773.32	\$ 3,887.87	\$ 1,159.06	\$ 1,096.37	\$ 5,932.38	\$5,254.61	\$677.77
March									
April									
May									
June									
Totals	\$881.19	\$1,162.79	\$44,067.55	\$42,420.66	\$10,529.65	\$9,896.87	\$55,478.39	\$53,480.32	\$1,998.07

MONTHLY SPLITS OF FUNDS FOR CONTRACTED VENDORS

2012-13

NAME	FUND CODE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	Amt Left
														On Contract
Jim Minard	5060-1	\$18.00	\$45.00	\$45.00	\$18.00	\$9.00	\$0.00	\$0.00	\$9.00					
Contract Total:	5060-2	\$4.20	\$10.50	\$10.50	\$4.20	\$2.10	\$0.00	\$0.00	\$2.10					
\$5,000.00	5060-4	\$5.40	\$13.50	\$13.50	\$5.40	\$2.70	\$0.00	\$0.00	\$2.70					
	5060-5	\$0.60	\$1.50	\$1.50	\$0.60	\$0.30	\$0.00	\$0.00	\$0.30					
	5060-6	\$0.90	\$2.25	\$2.25	\$0.90	\$0.45	\$0.00	\$0.00	\$0.45					
	5060-7	\$0.90	\$2.25	\$2.25	\$0.90	\$0.45	\$0.00	\$0.00	\$0.45					
TOTAL		\$30.00	\$75.00	\$75.00	\$30.00	\$15.00	\$0.00	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	
												YTD TOTA	\$240.00	\$4,760.00
Jon Erwin	5060-1	\$0.00	\$523.50	\$234.00	\$243.60	\$180.00	\$146.70	\$126.00	\$645.50					
Contract Total:	5060-2	\$0.00	\$122.15	\$54.60	\$160.30	\$42.00	\$34.23	\$29.40	\$0.00					
\$5,000.00	5060-4	\$0.00	\$157.05	\$70.20	\$206.10	\$54.00	\$44.01	\$37.80	\$0.00					
	5060-5	\$0.00	\$17.45	\$7.80	\$22.90	\$6.00	\$4.89	\$4.20	\$0.00					
	5060-6	\$0.00	\$26.18	\$11.70	\$34.35	\$9.00	\$7.34	\$6.30	\$0.00					
	5060-7	\$75.00	\$808.92	\$11.70	\$46.53	\$9.00	\$7.33	\$6.30	\$0.00					
TOTAL		\$75.00	\$1,655.25	\$390.00	\$713.78	\$300.00	\$244.50	\$210.00	\$645.50	\$0.00	\$0.00	\$0.00	\$0.00	
												YTD TOTA	\$4,234.03	\$765.97
Reeve Kearns PC	5060-1	\$262.50	\$147.00	\$939.00	\$1,152.75	\$175.17	\$0.00	\$249.60	\$198.00					
Contract Total:	5060-2	\$61.25	\$34.30	\$219.10	\$268.98	\$40.87	\$0.00	\$58.24	\$46.20					
\$20,000.00	5060-4	\$78.75	\$44.10	\$281.70	\$345.82	\$52.55	\$0.00	\$74.88	\$59.40					
	5060-5	\$8.75	\$4.90	\$31.30	\$38.43	\$5.84	\$0.00	\$8.32	\$6.60					
	5060-6	\$13.13	\$7.35	\$46.95	\$57.63	\$8.76	\$0.00	\$12.48	\$9.90					
	5060-7	\$13.12	\$7.35	\$46.95	\$57.64	\$8.76	\$0.00	\$12.48	\$9.90					
TOTAL		\$437.50	\$245.00	\$1,565.00	\$1,921.25	\$291.95	\$0.00	\$416.00	\$330.00	\$0.00	\$0.00	\$0.00	\$0.00	
												YTD TOTA	\$5,206.70	\$14,793.30

MONTHLY REPORT TO THE TANGENT CITY COUNCIL

March - April

From: City Coordinator - Georgia Edwards

1. Follow up on past items, and report on items completed

- Updated web site with agenda, minutes and meeting dates, council packet.
- Made deposits
- Received several emails from City Engineer and Maria Cahill regarding Blackberry Lane and the Rain garden. Some concerns were noted about the need for watering. Mayor McLennan stated he would use his water containment barrels, but there was some concerns about whether that would be enough.
- Furnace was replaced and discussed items with installers.
- Requested City Planner to review Griffith property. City Planner met with Mr. Griffith who stated they would send in more information to complete their conditional use permit. However, no material was received. City Planner will contact Mr. Griffith on April 8th and discuss issue with me regarding recommended next steps.
- Answered some questions regarding zoning on different properties. Uses allowed.
- Typed up resolution on COLA increase.

2. Current projects:

- Continue to monitor various land use permits

3. Reports received, applications by type:

- Building permit information enclosed.
- Council Action Report.
- VanCo report.

4. Meeting Attended/attending:

Attended: City/County Manager Meeting, March 15, Safe Routes to School Meeting March 21.

Scheduled to attend: Regional LOC Meeting April 5, City Council Meeting April 8, Meeting with Ron from Allied Waste April 9, MPO Technical Advisory meeting April 12, Railroad Corridor Meeting April 16, City Manager Meeting April 19, MPO meeting April 24.

Summary

Vanco Maintenance Report

	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Totals
Replace Pump	0	1	1	0	0	0	0	0	0	0	0	0	2
Replace Wet Ends	3	0	2	2	3	6	1	3	0	0	0	0	20
Replace Float	6	4	4	4	0	0	0	8	0	0	0	0	26
Clean Screens	30	31	24	30	27	2	4	6	0	0	0	0	154
Wiring	3	2	3	3	0	2	4	4	0	0	0	0	21
A&B Pump	10	5	2	0	0	0	0	1	0	0	0	0	18
Maint. Check	48	32	49	34	66	79	169	56	56	0	0	0	589
Alarm	4	2	3	0	3	7	34	4	0	0	0	0	57
Sewer Leaks	0	0	0	0	0	1	2	2	0	0	0	0	5
Totals	104	77	88	73	99	97	214	84	56	0	0	0	892
Sewer Bills													
Ferguson	\$ 1,017.25	\$ 2,476.96	\$ 444.20	\$ 1,782.79	\$ 60.00	\$ 1,418.32	\$ 1,579.89	\$ 892.15					\$ 9,671.56
Orenco	\$ 705.63	\$ 859.03	\$ 280.47	\$ 280.61	\$ -	\$ -	\$ -	\$ -					\$ 2,125.74
USA Blue Book	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -					\$ -
A&B Septic	\$ 3,935.59	\$ 2,049.43	\$ 1,827.00	\$ -	\$ -	\$ -	\$ -	\$ 385.70					\$ 8,197.72
American Research	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -					\$ -
DEQ	\$ 1,342.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ 1,342.00
Totals - Bills	\$ 7,000.47	\$ 5,385.42	\$ 2,551.67	\$ 2,063.40	\$ 60.00	\$ 1,418.32	\$ 1,579.89	\$ 1,277.85	\$ -	\$ -	\$ -	\$ -	\$ 21,337.02

NEW BUSINESS

Enforcement/ Land Use and Complaint Report – Georgia Edwards
4/3/2013

Griffith: (Property on the corner of Highway 99E and Old Highway 34

- Requested City Planner Minard to review this property.
- They stated they would submit more material and were willing to comply with their conditional use application.
- No new material has been submitted.
- The City Planner has been on vacation. We will discuss this issue on Monday April 8, 2013 to determine what steps need to be taken.

Warren purchase of property on North Lake Creek Drive

- The Planning Commission approved the land division request.

Boat issue on McFarland

- Boat was towed.

Federal Poverty Guidelines – 2013

Family Size	100%	200%	300%	400%
1	\$11,490	\$22,980	\$34,470	\$45,960
2	\$15,510	\$31,020	\$46,530	\$62,040
3	\$19,530	\$39,060	\$58,590	\$78,120
4	\$23,550	\$47,100	\$70,650	\$94,200
5	\$27,570	\$55,140	\$82,710	\$110,280
6	\$31,590	\$63,180	\$94,770	\$126,360
7	\$35,610	\$71,220	\$106,830	\$142,440
8	\$39,630	\$79,260	\$118,890	\$158,520



Premium Subsidies

Premium Limits as Percent of Household Income

133-150%	3-4%
150-200%	4-6.3%
200-250%	6.3-8.05%
250-300%	8.05%-9.5%
300-400%	Capped at 9.5%



Discussion on Council

Rules sent by

Separate e-mail

RESOLUTION

IN THE CITY COUNCIL OF THE CITY OF TANGENT

IN THE MATTER OF CHANGING FEES)
BASED ON THE COST OF LIVING (COLA))
FROM THE CONSUMER PRICE INDEX (CPI)) Resolution 2013-
AND EXEMPTING SOME FEES FROM THIS)
INCREASE)

The above entitled matter came before the City Council of the City of Tangent at its regular meeting on April 8, 2013.

WHEREAS, the City Council reviewed the fee schedule that was adopted in 2011-2012 during their regular meeting of April 8, 2013; and

WHEREAS, the City of Tangent recognizes that the fees for land use processes and System Development Charges appear to be correct and do not need to be raised based on the CPI; and

WHEREAS, the Sewer Connection Charges, Sewer User Fees, Salaries of City Staff, and Park Fees do need to be raised based on the CPI indexes which is 2.1%; and

WHEREAS, the Dental Insurance for City Staff is expected to rise by 4%; and

WHEREAS, the Stormwater User Fee has been decided by Resolution 2013-02 and no longer falls under this fee schedule, and

WHEREAS, the fees being raised shall be rounded to the nearest dollar, except in the park and sewer fee where it will be to the nearest nickel;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Tangent, Oregon:

1. The Park Fee currently set at \$4.45 per month shall be raised to \$4.55;
2. The Sewer Connection Fee currently set at \$349.00 per connection shall rise to \$356.00;
3. The Sewer Use Fee shall increase from 32.85 to \$33.55;
4. The pay steps for the City Coordinator and Finance and Budget Director shall rise by 2.1% as shown below with both the City Coordinator and the Finance & Budget Director being currently paid at Step 7:

	1	2	3	4	5	6	7
Was	\$16.45	\$16.97	\$17.24	\$18.19	\$18.70	\$19.50	\$20.27
Now	\$16.80	\$17.33	\$17.61	\$18.58	\$19.10	\$19.91	\$20.70

5. The Dental Insurance for staff shall not exceed \$160.00 per employee.

Approved by the City of Tangent this 8th day of April 2013.

Attest:

APPROVED:

City Coordinator, Georgia Edwards

Mayor, Seaton McLennan

Safety Report – April 4, 2013 – By City Coordinator - Georgia Edwards

Review of applicable regulatory issues

I am unaware of any new regulatory items.

Status of current safety issues.

- No new actions taken

Review of accidents that have occurred and corrective actions taken. This includes a discussion of any trends in near miss reports. No accidents have occurred. Some tripping has occurred on rugs upstairs. Continue to monitor information regarding near miss actions when reported and look at trends to determine if further action is warranted.

Discussion of any major process and operational changes that may affect safety or environmental programs or result in additional planning.

None

A report on the status of on-going safety training and any assistance needed.

- Mayor McLennan and Finance Director Manfredo still working on taking NIMS training.
- Finance Director and Budget Officer Manfredo has been inserting information into Agility Recovery.
- City Coordinator attended City/County Insurance Meeting in February which will include updates on safety issues.
- Most issues discussed regarding liability had to do with dismissal of employees.
- There were a few instances of land use law suits. We do not appear to have issues in this area.
- I had Dunny Sorenson from CIS inspect Pioneer Park. His report is enclosed.

SELF INSPECTION CHECKLIST

LOCATION:

Inspection Completed By:

Date:

	Yes	No	N/A		Yes	No	N/A
Building Exterior				Fire Extinguishers			
Building address clearly marked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proper type extinguishers provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Building accessible in an emergency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Extinguisher are readily accessible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire hydrants accessible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Extinguisher inspected in last year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Dept. connection marked/accessible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical			
Building appears to be in good repair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical system operating properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Building free of vandalism	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical panels free of obstructions/locked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exterior walls in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wall receptacles and switches have plates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exterior windows in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Boxes and panels free of combustibles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water pipes properly insulated for cold	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical hoses and panels covered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chimneys/stacks in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All circuit breakers/fuses clearly marked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walkways maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Extension cords properly used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parking lots maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GFCI's on receptacles near water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Combustibles stored away from bldg.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire Alarm/Detection Systems			
Vegetation cut back from the bldg.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tested within the last month	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trash stored away from building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	System free of trouble/alarm signals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exterior lights operating properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Automatic Sprinkler Systems			
Fencing in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	System tested within the last 3 months	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gates in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All sprinkler supply valves open	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Doors				Sprinkler controls free of obstructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Doors are in working condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18" clearance below sprinkler heads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Doors are kept closed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Caps on outside fire dept. connection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Housekeeping				Building Evacuation Features			
Building clean and well maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exit doors clearly marked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Storage areas neatly arranged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Travel routes clearly marked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Metal containers for oily/solvent soaked rag	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exit doors in working condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trash emptied daily	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exit door accessible & unlocked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stairs/halls clean & free of obstructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emergency lights are working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heating & Air Conditioning				Evacuation diagrams posted in all areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heat and A/C operating properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Special Hazards			
Mechanical rooms kept locked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the building free from the following:			
Mechanical rooms free of storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flammable liquids storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All vents clear of combustibles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Compressed gas storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use of space heaters limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Commercial type cooking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Smoking				Large computer facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workplace smoking ban enforced	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other hazardous chemicals/operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roof Conditions							
Antennas etc are secure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All "NO" answers which can not be corrected immediately should be forwarded to a supervisor			
Gutters are clean and downspouts operate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
No evidence of pooling water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Clear of debris and vegetation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
No evidence of reduced snow load capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Please comment on any "SPECIAL HAZARDS" noted during the inspection			

Please explain all "NO" answers:

Public Playground Safety Checklist

Member: City of Tangent
Park: Lake Creek
Date Inspected: 3/21/2013
Inspected by: Dunny Sorensen, CIS

1. Fall zones contain 12 inches of wood chips or safety tested rubber or rubber like materials. Yes
2. Wood chips and sand are free of foreign debris. Check sand in sand boxes for debris also. Yes
3. Fall zones extend at least 6 feet in all directions from play equipment. Yes
4. Fall zones for swings to the front and back at least twice the height of the suspending bar.
Mostly
5. Swings are at least 24 inches apart and 24 inches from the frame. Yes
6. Swing seats are free from excessive wear, cracks, tears, etc. Yes
7. When swings are stationary, all seats are level. Yes
8. Play structures more than 30 inches high are spaced at least 9 feet apart. Yes
9. Check for dangerous hardware like open "S" hooks, protruding bolt ends. None found.
10. Check for sharp points and edges in equipment. None found.
11. Look for trip hazards such as exposed concrete footings, tree roots and stumps, and rocks. None found
12. Elevated platforms and ramps are secure (solid feel) and have guardrails to prevent falls. Yes
13. Handrails on ladders, ramps and platforms are secure (solid feel). Yes
14. Check the condition of all surfaces. Metal surfaces should be free from rust and chipping paint.
Wood surfaces should be free from splinters, cracks, and rough surfaces. Yes.
15. Ropes, chains and cables are not frayed, rusted, or worn. They do not present pinch hazards. Yes
16. Bleachers and benches outside the play area are secure, free from sharp points and edges.
Seating, handrails and guardrails are secure. Wooden surfaces are not bowed, and free from splinters, cracks or rough surfaces. Some wooden benches need sanded and repainted. One 'slat' is missing and should be replaced.
17. All inspections are documented and filed for future reference. Yes.
18. All issues needing attention are followed until completion and the work is documented. Yes