



McCleary City Council

PROPOSED AGENDA

September 23, 2009

6:30 Worksession

7:00 Council Meeting

Flag Salute
Roll Call
Minutes
Public Comment
Mayor's Report

Staff Reports: Busse Nutley, City Administrator
 Dan Glenn, City Attorney
 August Financial Report

Old Business:

New Business: Mark Reed Hospital sign
 Loan from State Treasurer for Light & Power bucket truck
 Contract Amendment #4 – Jerry Morrissette – Simpson sidewalks
 Labor Contract – IBEW/Admin Employees

Resolutions:

Ordinances: Supplemental Budget – Ordinance 759

Vouchers
Mayor/Council Comments
Public Comment
Executive Session
Adjournment

Americans with Disabilities Act (ADA)
Accommodation is Provided Upon Request

Please Turn Off Cell Phones – Thank You

CITY OF McCLEARY

**September 2, 2009
Recessed Council Meeting**

FLAG SALUTE	The meeting was called to order at 7:00 PM with the Flag Salute.
ROLL CALL	Mayor Wallace Bentley, Councilmembers Boling, Vessey, Vatne, Hays, and Lake. All present.
ABSENT	None
STAFF PRESENT	Attorney Glenn, Administrator Nutley, Clerk-Treasurer Collins, Police Chief Crumb, Public Facilities Manager Baun, Engineer Jon Hinton
ABSENCES	No Action
MINUTES APPROVED	It was moved by Councilmember Boling, seconded by Councilmember Vatne that the minutes be adopted as distributed. Motion Carried.
PUBLIC COMMENT	Citizen Penny Challstedt spoke regarding a letter she sent to the Councilmember's regarding individual meter fees, which include separate ambulance charges for each meter. She asked if the usage type for her business could be researched so she wouldn't have to pay the additional fees attached to her meter. City Attorney Glenn stated he would have the City Clerk research whether hostels, bed and breakfasts, etc., may have a different occupancy use.
COUNCILMEMBER COMMENT	Councilmember Vatne commented on the new format of the meeting minutes. He likes the new format and stated they are easier to read and locate specific items.
MAYORS REPORT	Mayor Bentley commented on the efforts of staff and to deal with the community changes that are occurring, including the continued efforts of the Police in dealing with the missing minor. He appreciates the staff and their hard work.
STAFF REPORT	Administrator Nutley gave an update on the Simpson Sidewalk Project. We received official notice from Washington State Department of Transportation we are getting an additional \$100,000. We are still reviewing the scope of the project. At the next meeting we should have an amendment to the 6-year street plan.
TRAVEL APPROVAL	Motion made to grant Attorney Dan Glenn's request for the City to reimburse part of his travel expenses for training will be taking in Spokane to satisfy our WCIA requirements. The fulfillment of the requirements saves the city 5% in our yearly fee. It was moved by Councilmember Boling, seconded by Councilmember Vatne, that the request be accepted. Motion Carried.
BID AWARD - HYDROSEEDING FOR BEERBOWER PARK	Request to award the bid to hydroseed Beerbower Park to Davis Hydroseeding and Strawblowing, Inc., in the amount of \$7,250.69, including Washington State sales tax. It was moved by Councilmember Vessey, seconded by Councilmember Vatne, that the bid to hydroseed goes to Davis Hydroseeding and Strawblowing. Motion Carried.
BID AWARD - AUTOMATED METER READING	The staff recommends that the Mayor be authorized to negotiate a contract and purchase electric meters, meter upgrades, related equipment, software and training from General Pacific, Inc., of Portland, Oregon. It was moved by Councilman Vessey, seconded by Councilman Vatne to authorize the Mayor to purchase an automated meter reading system and equipment from General Pacific, Inc., not to exceed \$150,000 in the Light & Power Fund. Motion Carried.
GRANT APPLICATION	There is 100% federal stimulus money we can apply for that could cover two possible projects. Since it's stimulus funding, the two big elements that will be scored on are the readiness to proceed and how many jobs the projects will create. The reservoir project is about a \$200,000 project, depending on what we find when we get involved with it. The stormwater project will cost around \$550,000 - \$600,000, but it will take about 6-8 months to prepare. The reservoir will probably be our better choice due to it being the least expensive and will create more jobs. It was moved by Councilmember Vatne seconded by Councilmember Lake to authorize the Mayor to apply for ARRA funds, with no local match, through the Public Works Trust Fund, for the reservoir project. Motion Carried.

CONTRACT AMENDMENT 13-DEED SEARCH	The city has discovered that it has deeds and easements that are not accompanied by maps and the legal descriptions are too complicated to figure out which properties are conveyed. The staff recommends to have our engineers research the legal descriptions and provide a map of each property. It was moved by Councilmember Vessey, seconded by Councilmember Boling to authorize the Mayor to sign Contract Amendment 13 with Gray & Osborne in the amount not to exceed \$1,795.00. Motion Carried.
RESOLUTION NO. 595	The Wellhead Protection Plan is part of the water system plan. More specific boundaries were drawn during the work on the aquifer issue by the consultants. The updated plan was reviewed by the State Department of Health. Once it is adopted by the Council, it is automatically given a special designation under the County's zoning code to help protect the wells. It was moved by Councilmember Vatne, seconded by Councilmember Vessey to adopt Resolution No. 595 to use the updated well protection plan, which was reviewed by the State Department of Health. Motion Carried
RESOLUTION NO. 596	The City recently purchased Brookside Park, which is adjacent to the cemetery. In researching funding for that purchase, it was learned that if the City had a Cemetery Capital Improvement Plan, funds from the Real Estate Excise Tax Fund (REET) could be used for cemetery improvements. The Comprehensive Capital Improvement Plan (CIP) does not include either the previously adopted CIP for parks or a CIP for the cemetery. The Planning Commission held a public hearing on these issues and recommended the Council adopt it as part of the City's comprehensive Capital Improvement Plan. It was moved by Councilmember Vatne, seconded by Councilmember Boling to adopt Resolution No. 596 to include both Cemetery and Park and Recreation Capital Improvement Plans in the city's comprehensive CIP. Motion Carried
RESOLUTION NO. 597	On March 11, 2009, the Council raised the Ambulance Fee to \$7.75 to cover the anticipated contract cost and the \$15,000 start up loan from the Current Expense Fund. The rate increase was not implemented, due to error, causing a deficit in the Ambulance Fund. The Finance Committee met in August and recommended the quickest way to correct the deficit is to borrow \$17,500 from Light & Power, allowing both an immediate loan payoff to Current Expense and funds to cover the current deficit. It was moved by Councilmember Vessey seconded by Councilmember Lake to adopt Resolution No. 597 for an interfund loan for \$17,500 from the Light & Power Fund to the Ambulance Fund. Motion Carried.
TENTATIVE ORDINANCE NO. 759	An introduction Ordinance. We are the beneficiary of grants and loans this year for projects that will have expenditures. This Ordinance would increase the Streets Budget by \$100,000 and the Water Budget by \$105,000. It will also adjust the BARS codes in the original Ordinance for the stormwater fund, which is only a technical correction. A tentative Ordinance No. 759 is issued until the next meeting.
VOUCHERS	It was moved by Councilman Boling, seconded by Councilman Vatne, to pay the vouchers. Motion Carried.
MAYOR/COUNCIL COMMENTS	<p>The Mayor stated when passing Resolutions and Ordinances, it is policy that staff should read and follow activation dates. We need to be careful to not be careless. Attorney Glenn gave an update on the Quimby vs. City of McCleary Lawsuit. The case is going to last until next week and we should hear the decision at that time.</p> <p>Councilmember Vessey will be meeting to discuss the garbage rates. Both he and the Mayor were able to see the bucket truck the city staff has been using for the highline poles. It was very impressive and could meet the city's needs much better than our present truck. The company is offering this demonstrator truck to us for approximately \$162,500. A recent fire could have been fought more effectively if we had this bucket truck at the time. Ms. Nutley informed the Council there is a program for loans through the State Treasurer's office. The Mayor asked her to research this program.</p> <p>Mr. Vessey asked citizen Mr. Dent what he was referring to when he stated he was going to clean up messes around the city when they spoke recently on the phone and Mr. Dent responded by saying if he's elected, time will show.</p> <p>Citizen Lorretta Simpson asked if we still have a curfew. Chief Crumb stated we do and it's from midnight to 5:00 am. She doesn't like seeing children out at that time of night. The Mayor doesn't agree with it either but we can't govern other peoples' children.</p> <p>Councilmember Hayes asked to be excused from the next meeting. No action was taken.</p>

CITY OF McCLEARY

**September 2, 2009
Recessed Council Meeting**

EXECUTIVE SESSION 8:15 pm it was moved by Councilmember Vessey, seconded by Councilmember Boling to have an Executive Session on personnel salaries and update on labor contracts for 15 minutes. No action will be taken.

ADJOURNMENT 8:27 pm Council meeting back in session. It was moved by Councilman Boling, seconded by Councilman Vatne, to adjourn the meeting until September 23, 2009. Motion Carried.

STAFF REPORT

To: Mayor and City Council
From: Busse Nutley, City Administrator
Date: September 21, 2009
Re: Current Non-Agenda Activity

Best Tasting Water!

At the Watershed Festival in Aberdeen, McCleary's water was rated Number 1 for taste! The defending champion was Centralia. Other competitors were Oakville and Elma. How about that???

Budget

Work on the 2010 budget continues.

Beerbower Park

At last! The park project is nearing completion now that the field has been graded and hydroseeded. Work remaining for next spring includes construction of the infield and work on the dugouts.

Wendy at Clerk Training

Shortly after Wendy started work in July, we asked her to attend the annual training for City Clerks. As a result, she will be in Bellevue this Tuesday through Friday.

New Accounting Software

Wendy and Chris will be attending a training session for our new accounting software during the first full week of October. Wendy will be gone October 7-9 and Chris will be gone October 7 and 8. Our old system will undergo conversion on October 6. On October 12 the "bugs" will be fixed on the conversion. Beginning on the afternoon of October 13 the trainer will be here to work with Wendy, Chris and Ardyce, concluding on October 15. There should be no interruptions in service as this conversion takes place.

As you know, the counter must be replaced to accommodate the new cash receipting system, consisting of a computer, monitor and printer, plus individual cash drawers for Wendy, Chris, Ardyce and Jennie. In addition, a phone will be installed to accompany the credit card machine. The counter will also accommodate wheelchairs more easily, and the storage will be more efficient. We anticipate the bid award on the counter at the next Council meeting (the project was included in the 2009 budget).

Old Accounting Software

As you will note when you attempt to look at the August financial statement, we are having serious problems with our existing accounting software. An exact sequence of reports must be executed or the final report can be compromised (and that's one of the big reasons for getting modern software). We had a problem with this month's report when the computer brought in data that does not belong in the August figures. We have both the software experts and Toni Nelson of the Auditor's office working with us to figure out how to correct the problem.

At this point we have determined what the problem is; unfortunately, the software will not allow correction until the September reports. We know that the issues are only with expenditures, so the revenues for all funds are presented for your review. The only funds that are unaffected and therefore show expenditures are Streets, Garbage, Ambulance REET and Fire Mitigation.

Busse Nutley

From: Monte Mayor [mayor@montesano.us]
Sent: Monday, September 21, 2009 2:52 PM
To: Kim Ashmore; Kathy Jacobson; Kahle Jennings; Busse Nutley; Dave Osgood; Janel Spaulding; Dan Thompson
Subject: 2009 Chehalis Basin Water Taste Test
Attachments: 2009 Water Taste Test Results.doc

Hello:

We had a new Chehalis Basin Water Taste Test at the Watershed Festival this past Saturday. And we have a new winner. Please see the attached results to see how the test was taken. It was a "hands-on", fun event.

McCleary is our new "Best Water" in the Chehalis River Basin winner. Everyone had both good and bad votes as you can see by the 53 comments listed on page 2 of the results.

We will be making a schedule to go to McCleary and present them with their award. Thanks to all of you that participated, and again, congratulations to McCleary. Keep up the good work.

Yours,

Ron Schillinger
Montesano Mayor

Chehalis Basin Watershed Festival Water Taste Test 2008 & 2009

2008 was the first year that the Chehalis Basin Partnership sponsored a “fun”, non-scientific drinking water taste test. The test was held as a booth during the Watershed Festival at Rotary Park in Aberdeen.

The test was coordinated through the Grays Harbor County Health Department drinking water staff, and only approved, licensed sources could participate. Ron Schillinger, Mayor of Montesano was the test coordinator. Water was collected in insulated, plastic, 5-gallon containers from 5 of the Chehalis Basin cities: Chehalis, Centralia, Aberdeen, Hoquiam and Montesano. The containers were labelled A,B,C,D,E, so taste testers did not know which city’s water they were drinking. Besides answering people’s questions the volunteers were kept busy filling small drinking sample cups with water and keeping a tray full of samples for each city available on the sample table.

The booth was open and busy from 10 am to 4 pm at the Watershed Festival. After drinking the 5 test water samples, people filled out a ballot with their choice of the best tasting water. It was agreed and decided that it was not either fair nor in the best interest of all those concerned, to identify and list the votes for each city, except for those cities directly involved.

The whole point is that we all work hard to produce clear, clean, healthy, good-tasting water. The testers ranged in age from 6 years old to 76 years old. They certainly are not professional, and who knows what kinds of things have skewed their taste and idea of what is good-tasting water. It was supposed to be a fun, hands on experience. We had 200 votes/ballots: Centralia(76), Montesano(61), Hoquiam(42), Aberdeen(34) and Chehalis(21). *Centralia was voted to have the best tasting water in the Chehalis Basin in 2008.*

In 2009 we did it all again, only with new cities challenging the 2008 winner. In 2009 we had 196 votes/ballots: McCleary (76), Oakville (52), Centralia (38) and Elma (30). Thank you to all of your staff for participating and supply such good water. It was a great time, and please see all of the comments attached to this report (Page 2) that were unsolicited!!

2009 Chehalis Basin Water Taste Test Comments

“A” is Centralia, “B” is Oakville, “C” is Elma, “D” is McCleary

“C” is yummy!
“C” is less chlorine.
“B” is dirty.
“D” tasted the worst.
“A” tastes old. “B” is like paper. “C” has good taste. “D” is like paint.
“A” and “B” were nasty.
“D” was sick.
“C” wasn’t that good, but better than the rest.
“A” was metallic. “C” was like car exhaust. “D” was good. “B” was clear & pure.
“B” had no strong taste.
“B” was best, but “C” was good too!
“C” is worst.
“B” had no chemical taste.
“D” is gross.
“A” was the sweetest.
Close call between “A” and “C”.
“A” is the only one I want to drink.
“B” is bad.
“D” had a better taste.
“D” had no taste at all. Perfect!
“D” tasted like springwater!
“D” is yummie!
“D” best, with “B” a close 2nd.
“D” best, close 2nd to “A”. “B” & “C” were terrible.
“D” was coolest.
“A”, “B”, “C” tasted dry. “D” was so delicious!
“A” & “C” have mineral aftertaste. “D” is superior.
“D” is best, “A” & “B” were yuck!

“A” & “B” are chlorinated!
“C” has less chlorine taste.
“D” is salty.
“C” is clear, not so dusty.
“D” was nasty.
I drink water all the time and “D” is bad!
“B” was the best.
“B” needs to be colder, but was best.
“B” had no after taste
“B” is best, but “D” is 2nd.
“A” is best. I like a slight iron taste.
“A” tasted the cleanest.
“A” had flavor-the rest had none.
“A” tasted cleanest.
“A” tasted good.
“A” is nice & cold.
“D” had no aftertaste.
“D” tasted best!
All were close. “D” wins. “C” is worst.
“C” has very bad taste.
“D” was coolest & best taste.
I like “D”.
“D” was best. “C” was very strange.
“D” was most refreshing.

The above were unsolicited comments that were included by 53 tasters out of the 196 that participated. We had a great time, and it stands out to us that good, clean, drinkable water is not only a necessity, but is also a very important commodity. All of our samples had comments about how bad they were, as well as how good they were. **McCleary is our new “Best Water” in the Chehalis Basin. Thanks again to you all for participating.**

MEMORANDUM

TO: MAYOR AND CITY COUNCIL, City of McCleary
FROM: DANIEL O. GLENN, City Attorney
DATE: September 21, 2009
RE: LEGAL ACTIVITIES as of SEPTEMBER 23, 2009.

THIS DOCUMENT is prepared by the City Attorney for utilization by the City of McCleary and its elected officials and is subject to the attorney-client privileges to the extent not inconsistent with laws relating to public disclosure.

1. LIGHT & POWER BOOM TRUCK ACQUISITION: I have been informed that the City has moved forward in relation to the possible acquisition of a successor boom truck to deal with the access problems presented by the length of the boom on the current truck. Normally, the City would have to go out for bid to acquire equipment of this value, whether new or used. However, the desire is to move forward with the acquisition of this particular unit, which we are apparently currently leasing on a month to month basis.

Assuming the Council chooses to move forward with the purchase, I have prepared the following:

A. Waiver of bidding requirement: A resolution setting forth the rationale/justifications for waiving the bidding requirement. I have cited the provisions of the specific statute allowing waiver and sought to articulate the particular factual justifications for moving quickly, including the goal of reducing the risk to the staff of Light and Power in carrying out their duties. (For your information, I have set forth the text of the applicable statute at the end of this report. As you will note, I am suggesting utilizing the elements set forth in Sub-section 1, rather than the emergency provisions of the later section, since they are more directly applicable to our situation.) The Auditor will always want to fully understand the justification and bases for not utilizing the bid process, especially with a purchase of this size.

Please note that, since we are currently leasing the unit, I am suggesting the final purchase authority is subject to two conditions, the availability of the financing and written confirmation to the Mayor and Council that the unit in fact meets the needs and anticipations.

B. Financing: Ms. Nutley has indicated the anticipation is the source of funding will be a loan from the source managed by the Office of the State Treasurer. There are two resolutions which the Treasurer requires. To me they are a bit redundant, but then I am certain that not infrequently you have the same perception of drafts I provide. In any event, they are both prepared. In effect, they confirm the nature of the loan being sought, the maximum amount, the purposes, and that the Mayor is authorized to execute any necessary documents.

C. Lease: As mentioned above, since the last meeting Busse has received and had the Mayor execute a lease for the boom truck in question. I would recommend the execution of the lease be ratified to avoid any possible confusion during the course of an audit.

2. WSAMA FALL CONFERENCE: As you know the Washington State Association of Municipal Attorneys holds semi-annual conferences. As I have referenced in prior reports, attendance at these conferences gives me guidance on not only what has gone wrong, but also guidance as to what new risks are out there.

The time for the Fall conference is approaching. This time, it is going to be held in Spokane. (They switch back and forth as to the west side (Spring) and the east side (Fall)). I would request the Council and Mayor authorize my attendance at this Conference. As has been historically true, I am asking that the City authorize reimbursement of twenty percent of the "hard" costs related to my attendance (housing, transportation, registration, food, etc.) The other three cities I have the opportunity to represent have historically contributed the remainder of these hard costs with Montesano also contributing 35%, Elma 35%, and Oakville 10%.

As in the past, the Wednesday to Friday time out of the office it takes to attend the Conference is viewed by me as part of the time I "owe" under the retainer. Due to my 34+ years of representing one or more cities, my membership in the Association itself continues to be without cost. However, the registration fees, housing costs, and travel expenses, etc., still are incurred and are the hard costs for which I request reimbursement. I do not request reimbursement for meal costs since I would be eating in any event, whether on the way to a Council Meeting or at home.

3. SUPPLEMENTAL BUDGET ORDINANCE: This ordinance was introduced at the last meeting and the required time since introduction has since passed. Thus, if the Council so chooses, after inviting any public comment on the matters raised in the ordinance, it may be considered for adoption.

4. BOND COUNSEL: One of the conditions of the acquisition of the loan from the USDA for the water system improvements is use of bond counsel who meet their specialized requirements. I can assure you that I do not. I have contacted Ms. Weed, with whom we have worked in the past, and provided her the information provided to Busse by Ms. Harper of USDA. Ms. Weed is well recognized by USDA in this area as is the firm of which she has been a member for over 30 years. She has indicated that the total cost of their services in meeting USDA's requirements would be \$2,100.00.

I would ask that the Council authorize the Mayor to enter into this agreement so that we can move the funding along.

As always, this is not meant to be all inclusive. If you have any questions or comments, please direct them to me.

DG/le

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator
Date: September 21, 2009
Re: August Financial Statement

We are having serious problems with our existing accounting software. An exact sequence of reports must be executed or the final report can be compromised (and that's one of the big reasons for getting modern software). We had a problem with this month's report when the computer brought in data that does not belong in the August figures. We have both the software experts and Toni Nelson of the Auditor's office working with us to figure out how to correct the problem.

At this point we have determined what the problem is; unfortunately, the software will not allow correction until the September reports. We know that the issues are only with expenditures, so the revenues for all funds are presented for your review. The only funds that are unaffected and therefore show expenditures are Streets, Garbage, Ambulance REET and Fire Mitigation.

Because the problem is that the program introduced expenditures in addition to what actually occurred, the reports for cash and investments are accurate. You will note that the Water budget is still using the reserves to balance the account, and the Ambulance interfund loan will not show up until the September report. In addition, the Parks budget also shows use of reserves for August. This is due to the construction of Beerbower park and will be corrected when the grant reimburses the City for its expenditures.

CURRENT EXPENSE BUDGET: August 2009

DESCRIPTION	2009 ADOPTED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
REVENUES						
Beginning Balance						
Begin Net Cash	200,000.00	124,245.16	62.12%	125,639.19	62.82%	
Begin Investments	190,000.00	191,235.99	100.65%	192,016.79	101.06%	
Begin City Assistance	0.00	0.00	0.00%	0.00	0.00%	
Total Beginning Balance	390,000.00	315,481.15	80.89%	317,655.98	81.45%	
General Property Tax						
Real & Personal Property Tax	143,700.00	909.49	0.63%	81,714.31	56.86%	
Special Levy Property Tax	15.00	0.00	0.00%	4.88	32.53%	
Total General Property Tax	143,715.00	909.49	0.63%	81,719.19	56.86%	
Retail Sales & Use Tax						
Private Harvest Tax	1,250.00	0.00	0.00%	418.78	33.50%	
Retail Sales & Use Tax	78,000.00	8,200.88	10.51%	104,066.62	133.42%	
CJ Sales Tax from County	15,000.00	1,523.59	10.16%	11,838.15	78.92%	
Total Sales & Use Tax	94,250.00	9,724.47	10.32%	116,323.55	123.42%	
Private Utility Tax						
Natural Gas	12,500.00	493.74	3.95%	9,925.53	79.40%	
Television Cable	20,000.00	0.00	0.00%	18,584.78	92.92%	
Telephone Tax	13,000.00	0.00	0.00%	5,222.49	40.17%	
Cellular Telephone Tax	17,000.00	3,349.59	19.70%	31,002.84	182.37%	
Total Private Utility Tax	62,500.00	3,843.33	6.15%	64,735.64	103.58%	
Total Public Utility Tax	198,000.00	15,534.51	7.85%	137,260.18	69.32%	
Licenses & Permits						
Building Permits	50,000.00	697.10	1.39%	4,568.31	9.14%	
Platting Fees	2,000.00	0.00	0.00%	125.00	6.25%	
Review Fees	30,000.00	444.38	1.48%	7,107.80	23.69%	
Plat Inspection Fees	8,000.00	0.00	0.00%	271.00	3.39%	
Animal Licenses	150.00	5.00	3.33%	170.00	113.33%	
Total Licenses & Permits	90,150.00	1,146.48	1.27%	12,242.11	13.58%	
Total Direct Federal Grants	0.00	0.00	0.00%	0.00	0.00%	
State Entitlements						
City Assistance	30,000.00	0.00	0.00%	10,629.29	35.43%	
Criminal Justice Pop	1,200.00	0.00	0.00%	750.00	62.50%	
CJ-CTED Programs 1-3	1,300.00	0.00	0.00%	952.66	73.28%	
DUI Cities	400.00	0.00	0.00%	212.06	53.02%	
Liquor Excise Tax	7,500.00	0.00	0.00%	8,339.34	111.19%	
Liquor Board Profits	10,000.00	0.00	0.00%	5,291.33	52.91%	
Total State Entitlements	50,400.00	0.00	0.00%	26,174.68	51.93%	
Total Interlocal Grants	0.00	0.00	0.00%	0.00	0.00%	
Fire District 12	8,405.00	0.00	0.00%	4,202.50	50.00%	
Mason County Fire	735.00	0.00	0.00%	735.00	100.00%	
Total Interlocal Gov Payments	9,140.00	0.00	0.00%	4,937.50	54.02%	
Charges for Services						
Printing & Duplicating Services	300.00	0.00	0.00%	195.08	65.03%	
Animal Control & Shelter Fee	100.00	0.00	0.00%	75.00	75.00%	
Total Charges for Services	400.00	0.00	0.00%	270.08	67.52%	

CURRENT EXPENSE BUDGET: August 2009

		August		YEAR TO DATE	
Fines and Forfeits					
Municipal Court	30,000.00	1,618.27	5.39%	14,966.18	49.89%
NSF Fines	800.00	0.00	0.00%	576.00	72.00%
Total Fines and Forfeits	30,800.00	1,618.27	5.25%	15,542.18	50.46%
Miscellaneous Revenues					
Interest Earnings - Investments	20,400.00	1,015.26	4.98%	6,750.32	33.09%
Interest - Prop Tax/ Real Estate	800.00	21.86	2.73%	419.55	52.44%
Rent - Cell Tower	11,500.00	931.45	8.10%	6,765.91	58.83%
Donations from Private Source	100.00	0.00	0.00%	0.00	0.00%
Surplus/Junk Sale	150.00	0.00	0.00%	0.00	0.00%
Other Misc. Revenues	1,500.00	0.00	0.00%	20.00	1.33%
Total Miscellaneous Revenues	34,450.00	1,968.57	5.71%	13,955.78	40.51%
Non-Revenues	0.00	873.73	0.00%	25,840.38	0.00%
Total Revenues (No Begin Bal)	713,805.00	35,618.85	4.99%	499,001.27	69.91%
TOTAL CURRENT EXPENSE REVENUES	1,103,805.00	351,100.00	31.81%	816,657.25	73.99%

PARK & CEMETERY FUND BUDGET: August 2009						
DESCRIPTION	2009 ADOPTED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	17,000.00	9,716.32	57.15%	25,248.56	148.52%	
Beginning Investments	65,000.00	65,408.56	100.63%	65,675.61	101.04%	
Beginning Fund Balance	82,000.00	75,124.88	91.62%	90,924.17	110.88%	
Real & Personal Property Taxes	66,000.00	419.76	0.64%	37,714.30	57.14%	
Intergovernmental Grants	60,940.00	0.00	0.00%	6,827.97	11.20%	
Cemetery Fees	3,500.00	549.00	15.69%	1,519.78	43.42%	
Interest Earnings - Investments	1,200.00	0.00	0.00%	279.26	23.27%	
Cemetery - Opening Lot Urns	500.00	0.00	0.00%	403.00	80.60%	
Rent - Community Center	3,500.00	135.00	3.86%	1,965.00	56.14%	
Donations - Private Source	100.00	0.00	0.00%	0.00	0.00%	
Other Miscellaneous Revenue	500.00	0.00	0.00%	309.39	61.88%	
Total Miscellaneous Revenues	5,800.00	135.00	2.33%	2,956.65	50.98%	
Transfer From REET	30,000.00	0.00	0.00%	0.00	0.00%	
Non-Revenues	0.00	532.94	0.00%	3,463.23	0.00%	
Total Revenue (No Begin Bal)	166,240.00	1,636.70	0.98%	52,481.93	31.57%	
TOTAL PARK AND CEMETERY FUND REVENUES	248,240.00	76,761.58	30.92%	143,406.10	57.77%	

STREET FUND BUDGET: August 2009						
DESCRIPTION	2009 ADOPTED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	120,000.00	70,472.86	58.73%	95,524.48	79.60%	
Beginning Investments	160,000.00	161,044.56	100.65%	161,702.07	101.06%	
Beginning Fund Balance	280,000.00	231,517.42	82.68%	257,226.55	91.87%	
Real & Personal Property Taxes	10,750.00	69.95	0.65%	6,285.72	58.47%	
Street & Curb Permits	0.00	0.00	0.00%	259.00		
State Grant	196,000.00	0.00	0.00%	904.27	0.46%	
TIB Grant 2009/Sidewalks	0.00	5,756.98	0.00%	31,081.96		
Motor Vehicle Fuel Tax	38,000.00	2,968.62	7.81%	24,562.54	64.64%	
Total Intergovernmental Revenue	234,000.00	8,725.60	3.73%	56,807.77	24.28%	
Investment Interest	2,800.00	0.00	0.00%	687.56	24.56%	
Other Miscellaneous Revenue	500.00	0.00	0.00%	0.00	0.00%	
Total Miscellaneous Revenues	3,300.00	0.00	0.00%	687.56	20.84%	
Non-Revenues	0.00	532.93	0.00%	6,194.59	0.00%	
Total Revenue (No Begin Bal)	248,050.00	9,328.49	3.76%	69,975.64	28.21%	
TOTAL STREET FUND REVENUES	528,050.00	240,845.91	45.61%	327,202.19	61.96%	
Ending Net Cash	45,555.00	69,462.52	152.48%	69,462.52	152.48%	
Ending Investments	160,000.00	160,895.14	100.56%	160,895.14	100.56%	
Ending Fund Balance	205,555.00	230,357.66	112.07%	230,357.66	112.07%	
Salaries & Wages	24,900.00	2,011.79	8.08%	16,123.30	64.75%	
Personnel Benefits	14,175.00	957.09	6.75%	7,741.17	54.61%	
Supplies	11,000.00	335.78	3.05%	7,280.91	66.19%	
Fuel	4,000.00	1,100.24	27.51%	2,531.36	63.28%	
Professional Services	12,000.00	746.84	6.22%	4,404.61	36.71%	
Communications	200.00	19.21	9.61%	165.45	82.73%	
Travel	0.00	0.00	0.00%	26.92	0.00%	
Advertising	100.00	0.00	0.00%	32.50	32.50%	
Rental/Lease Equipment	1,000.00	2,181.10	218.11%	2,420.76	242.08%	
Insurance	5,600.00	0.00	0.00%	5,300.00	94.64%	
Utility Services	5,300.00	307.12	5.79%	3,306.00	62.38%	
Repair & Maintenance	7,500.00	605.30	8.07%	8,197.88	109.31%	
Miscellaneous	500.00	0.00	0.00%	115.40	23.08%	
Micellaneous - Training	500.00	0.00	0.00%	117.00	23.40%	
External Taxes	250.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Building	200.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Other Improvements	201,600.00	2,223.78	1.10%	11,058.27	0.00%	
Capital Outlay - Other Imp. - Roadways	30,000.00	0.00	0.00%	27,863.67	92.88%	
Capital Outlay - Equipment	3,670.00	0.00	0.00%	159.33	4.34%	
Non-Expenditures	0.00	0.00	0.00%	0.00	0.00%	
Total Expenditures (No End Bal)	322,495.00	10,488.25	3.25%	96,844.53	30.03%	
TOTAL STREET FUND EXPENDITURES	528,050.00	240,845.91	45.61%	327,202.19	61.96%	

LIGHT & POWER FUND BUDGET: August 2009

DESCRIPTION	2009 ADOPTED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	500,000.00	433,143.65	86.63%	552,962.84	110.59%	
Beginning Investments	150,000.00	654,532.93	436.36%	155,122.50	103.42%	
BPA Conservation - Beginning Balance	0.00	0.00	0.00%	38,651.20		
Rural Development Investment	100,000.00	100,000.00	100.00%	100,000.00	100.00%	
Beginning Fund Balance	750,000.00	1,187,676.58	158.36%	846,736.54	112.90%	
BPA Conservation	(300.00)	(95.00)	0.00%	(755.21)	251.74%	
Sales of Electricity	2,500,000.00	170,350.97	6.81%	1,605,435.81	64.22%	
Charges for Services & Parts	50,000.00	1,133.16	2.27%	14,230.31	28.46%	
Total Physical Environment	2,549,700.00	171,389.13	6.72%	1,618,910.91	63.49%	
Total Interest Earnings	9,400.00	0.00	0.00%	1,401.76	14.91%	
Equip, Pole & Vehicle Lease	8,000.00	0.00	0.00%	4,039.00	50.49%	
City Hall Rent	2,040.00	170.00	8.33%	1,360.00	66.67%	
Total Rents and Royalties	10,040.00	170.00	1.69%	5,399.00	53.77%	
Sales of Junk Material	1,000.00	0.00	0.00%	0.00	0.00%	
Other Miscellaneous Revenue	3,000.00	0.00	0.00%	4,625.00	154.17%	
Total Other Miscellaneous Revenue	4,000.00	0.00	0.00%	4,625.00	115.63%	
Non-Revenues	0.00	1,711.07	0.00%	37,150.47	0.00%	
Total Revenue (No Begin Bal)	2,573,140.00	173,270.20	6.73%	1,667,487.16	64.80%	
TOTAL LIGHT & POWER FUND REVENUES	3,323,140.00	1,360,946.78	40.95%	2,514,223.70	75.66%	

GARBAGE FUND BUDGET: August 2009						
DESCRIPTION	2009 PROPOSED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	7,000.00	13,718.57	195.98%	13,186.65	188.38%	
Beginning Investments	7,000.00	7,067.48	100.96%	7,109.97	101.57%	
Beginning Fund Balance	14,000.00	20,786.05	148.47%	20,296.62	144.98%	
Garbage Fees & Service Charge	232,000.00	21,110.92	9.10%	156,211.10	68.19%	
Investment Interest	200.00	0.00	0.00%	57.18	28.59%	
Non-Revenues	0.00	0.00	0.00%	105.00	0.00%	
Total Revenue (No Begin Bal)	232,200.00	21,110.92	9.09%	158,373.28	68.21%	
TOTAL GARBAGE FUND REVENUES	246,200.00	41,896.97	17.02%	178,669.90	72.57%	
Ending Net Cash	9,825.00	13,645.06	138.88%	13,645.06	138.88%	
Ending Investments	7,500.00	7,060.91	94.15%	7,060.91	94.15%	
Ending Fund Balance	17,325.00	20,705.97	119.51%	20,705.97	119.51%	
Salaries & Wages	2,020.00	159.08	7.88%	1,272.64		
Personnel Benefits	625.00	45.36	7.26%	392.43	62.79%	
Supplies - Office	50.00	0.00	0.00%	0.00	0.00%	
Communications	0.00	0.00	0.00%	0.00	0.00%	
Advertising	0.00	0.00	0.00%	0.00	0.00%	
Rent - City Hall	180.00	15.00	8.33%	120.00	66.67%	
External Taxes	14,000.00	998.59	7.13%	5,120.67	36.58%	
Capital Outlay - Equipment	1,000.00	0.00	0.00%	0.00	0.00%	
Professional Services	211,000.00	19,972.97	9.47%	150,953.19	71.54%	
Non-Expenditures	0.00	0.00	0.00%	105.00	0.00%	
Total Expenses (No End Bal)	228,875.00	21,191.00	9.26%	157,963.93	69.02%	
TOTAL GARBAGE FUND EXPENDITURES	246,200.00	41,896.97	17.02%	178,669.90	72.57%	

WATER FUND BUDGET: August 2009						
DESCRIPTION	2009 ADOPTED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	30,000.00	(8,136.77)	-27.12%	(2,472.05)	-8.24%	
Beginning Investment	75,000.00	75,709.22	100.95%	75,815.94	101.09%	
Beginning Fund Balance	105,000.00	67,572.45	64.35%	73,343.89	69.85%	
Water Sales	301,340.00	25,022.61	8.30%	187,085.23	62.08%	
Other Charges Related to Water	3,000.00	0.00	0.00%	0.00	0.00%	
New Water Connections	43,300.00	0.00	0.00%	2,112.00	4.88%	
Total Charges for Services	347,640.00	25,022.61	7.20%	189,197.23	54.42%	
Investment Interest	2,000.00	0.00	0.00%	436.20	21.81%	
ULID 96-01 Payments	9,000.00	0.00	0.00%	8,880.80	98.68%	
Other Miscellaneous Revenue	100.00	0.00	0.00%	0.00	0.00%	
Miscellaneous Revenues	11,100.00	0.00	0.00%	9,317.00	83.94%	
Non-Revenues	0.00	532.93	0.00%	3,315.42	0.00%	
Total Revenues (No Begin Bal)	358,740.00	25,555.54	7.12%	201,829.65	56.26%	
TOTAL WATER FUND REVENUES	463,740.00	93,127.99	20.08%	275,173.54	59.34%	

WASTEWATER FUND BUDGET: August 2009						
DESCRIPTION	2009 ADOPTED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	140,000.00	133,749.49	95.54%	147,314.21	105.22%	
Beginning Investment	62,500.00	113,025.41	180.84%	63,171.18	101.07%	
Beginning Fund Balance	202,500.00	246,774.90	121.86%	210,485.39	103.94%	
Rural Development Grant	0.00	0.00	0.00%	0.00	0.00%	
Sewer Service Charges	526,000.00	47,794.72	9.09%	372,618.72	70.84%	
New Sewer Connections	86,600.00	0.00	0.00%	0.00	0.00%	
Total Charges for Services	612,600.00	47,794.72	7.80%	372,618.72	60.83%	
Interest Earnings - Investment	1,000.00	0.00	0.00%	419.58	41.96%	
Other Miscellaneous Revenue	8,000.00	0.00	0.00%	0.00	0.00%	
Total Miscellaneous Revenues	9,000.00	0.00	0.00%	419.58	4.66%	
Non-Revenues	0.00	532.93	0.00%	81,158.33	0.00%	
Total Revenue (No Begin Bal)	621,600.00	48,327.65	7.77%	454,196.63	73.07%	
TOTAL WASTEWATER FUND REVENUES	824,100.00	295,102.55	35.81%	664,682.02	80.66%	

STORMWATER FUND BUDGET: August 2009						
DESCRIPTION	2009 ADOPTED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	50,000.00	96,434.69	192.87%	55,620.86	111.24%	
Begin Investments	0.00	0.00	0.00%	0.00	0.00%	
Beginning Fund Balance	50,000.00	96,434.69	192.87%	55,620.86	111.24%	
Total Charges for Services	38,000.00	3,339.65	8.79%	26,471.40	69.66%	
PWTF Loan Proceeds	0.00	0.00		37,500.00		
Other Miscellaneous Revenue	0.00	0.00	100.00%	7,596.00	100.00%	
Total Revenue (No Begin Balance)	38,000.00	3,339.65	8.79%	71,567.40	188.34%	
TOTAL STORM WATER REVENUES	88,000.00	99,774.34	113.38%	127,188.26	144.53%	

AMBULANCE FUND BUDGET: August 2009						
DESCRIPTION	2009 ADOPTED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	3,000.00	(1,787.17)	-59.57%	3,283.21	109.44%	
Begin Investments	0.00	0.00	0.00%	0.00	0.00%	
Beginning Fund Balance	3,000.00	(1,787.17)	-59.57%	3,283.21	109.44%	
Total Charges for Services	47,000.00	4,668.21	9.93%	36,740.23	78.17%	
Interfund Loans Received	0.00	0.00	0.00%	0.00	0.00%	
TOTAL AMBULANCE REVENUES	50,000.00	2,881.04	5.76%	40,023.44	80.05%	
Ending Net Cash	1,280.00	(1,998.84)	-156.16%	(1,998.84)	-156.16%	
Ending Investments	0.00	0.00	0.00%	0.00	0.00%	
Ending Fund Balance	1,280.00	(1,998.84)	-156.16%	(1,998.84)	-156.16%	
Salaries & Wages	510.00	39.77	7.80%	318.16	62.38%	
Personnel Benefits	160.00	15.53	9.71%	131.34	82.09%	
Supplies	50.00	0.00	0.00%	0.00	0.00%	
Contract Services	48,000.00	4,824.58	10.05%	41,572.78	86.61%	
Non-Expenditures	0.00	0.00	0.00%	0.00	0.00%	
Total Expenditures (No End Bal)	48,720.00	4,879.88	10.02%	42,022.28	86.25%	
TOTAL AMBULANCE EXPENDITURES	50,000.00	2,881.04	5.76%	40,023.44	80.05%	

REAL ESTATE EXCISE FUND BUDGET: August 2009						
DESCRIPTION	2009 ADOPTED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	197,000.00	6,210.49	3.15%	195,587.54	99.28%	
Begin Investments	0.00	199,000.00	0.00%	0.00	0.00%	
Beginning Fund Balance	197,000.00	205,210.49	104.17%	195,587.54	99.28%	
1/4% Real Estate Excise Tax	10,000.00	0.00	0.00%	9,622.95	96.23%	
TOTAL REET REVENUES	207,000.00	205,210.49	99.14%	205,210.49	195.51%	
Ending Net Cash	177,000.00	6,210.49	3.51%	6,210.49	3.51%	
Ending Investments	0.00	199,000.00	0.00%	199,000.00	0.00%	
Ending Fund Balance	177,000.00	205,210.49	115.94%	205,210.49	115.94%	
Capital Outlay - Other Improvements	30,000.00	0.00	0.00%	0.00	0.00%	
TOTAL REET EXPENDITURES	207,000.00	205,210.49	99.14%	205,210.49	99.14%	

FIRE MITIGATION FUND BUDGET: August 2009						
DESCRIPTION	2009 ADOPTED	August		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	79,000.00	78,874.70	99.84%	78,874.70	99.84%	
Begin Investments	0.00	0.00	0.00%	0.00	0.00%	
Beginning Fund Balance	79,000.00	78,874.70	99.84%	78,874.70	99.84%	
TOTAL FIRE MITIGATION REVENUES	79,000.00	78,874.70	99.84%	78,874.70	99.84%	
Ending Net Cash	59,000.00	78,874.70	133.69%	78,874.70	133.69%	
Ending Investments	0.00	0.00	0.00%	0.00	0.00%	
Ending Fund Balance	59,000.00	78,874.70	133.69%	78,874.70	133.69%	
Transfer to Current Expense - Fire	20,000.00	0.00	0.00%	20,000.00	100.00%	
TOTAL FIRE MITIGATION EXPENDITURES	79,000.00	78,874.70	99.84%	78,874.70	99.84%	

Monthly Schedule of Cash Activity

FUND	DESCRIPTION	August	
		BEGINNING BALANCE	ENDING BALANCE
001	Current Expense	122,575.23	105,380.64
002	Current Expense Reserve	1,669.93	1,669.93
101	Park & Cemetery	9,145.15	(6,590.40)
102	Street	69,066.57	68,056.23
110	Park & Cemetery Reserve	571.17	571.17
120	Street Reserve	1,406.29	1,406.29
301	Excise Tax - Capital Projects	6,210.49	6,210.49
302	Fire Mitigation Fees - Fire Hall	78,874.70	78,874.70
401	Light & Power	428,750.71	370,873.59
403	Garbage	13,608.60	13,535.09
405	Water	(8,796.12)	(7,392.01)
407	Sewer	133,200.10	143,919.90
409	Stormwater	96,434.69	99,901.54
410	Light & Power Reserve	4,392.94	4,392.94
411	REED (L/P Reserve)	0.00	0.00
413	Ambulance	(1,787.17)	(1,998.84)
421	W & S Bond Retirement	(547.34)	11,652.66
422	Water Reserve	659.35	659.35
423	Sewer Reserve	549.39	549.39
424	Garbage Reserve	109.97	109.97
600	Consumer Deposits - L & P	13,478.72	12,778.72
610	Consumer Deposits - Water	3,542.96	2,872.96
800	Claims	81,333.22	90,174.53
801	Payroll	87,223.49	123,918.39
TOTAL		1,141,673.04	1,121,527.23

TOTAL 381,532.68 619,322.42 713,416.32 852,124.02 956,641.99 1,121,527.23 0.00 0.00 0.00 0.00

ENDING

INVESTMENTS

	March 09	April 09	39,973.00	40,003.00	40,034.00	August 09	Sept. 09	October 09	Nov. 09	Dec. 09
Current Expense	1,571.84	1,261.95	1,261.95	1,087.89	889.13	711.70				
CE Reserve Fund	190,346.86	190,346.86	190,346.86	190,346.86	190,346.86	190,346.86				
Total Current Expense	191,918.70	191,608.81	191,608.81	191,434.75	191,235.99	191,058.56	0.00	0.00	0.00	0.00
Park & Cemetery Fund	537.62	431.63	431.63	372.10	304.12	243.43				
P & C Reserve Fund	55,104.44	65,104.44	65,104.44	65,104.44	65,104.44	65,104.44				
Total Park & Cemetery	65,642.06	65,536.07	65,536.07	65,476.54	65,408.56	65,347.87	0.00	0.00	0.00	0.00
Street Fund	1,323.69	1,062.74	1,062.74	916.16	748.78	589.36				
Street Reserve Fund	160,295.78	160,295.78	160,295.78	160,295.78	160,295.78	160,295.78				
Total Streets	161,619.47	161,358.52	161,358.52	161,211.94	161,044.56	160,885.14	0.00	0.00	0.00	0.00
L & P	4,242.28	504,809.57	504,809.57	504,339.81	503,803.37	503,497.08				
L & P Reserve	150,729.56	150,729.56	150,729.56	150,729.56	150,729.56	150,729.56				
Total L & P	154,971.84	655,539.13	655,539.07	655,069.37	654,532.93	654,226.64	0.00	0.00	0.00	0.00
Garbage	103.50	92.03	92.03	80.57	67.48	60.91				
Garbage Reserve	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00				
Total Garbage	7,103.50	7,092.03	7,092.03	7,080.57	7,067.48	7,060.91	0.00	0.00	0.00	0.00
Water Fund	976.94	784.33	784.33	676.16	552.63	442.35				
Water Reserve	75,156.59	75,156.59	75,156.59	75,156.59	75,156.59	75,156.59				
Total Water	76,133.53	75,940.92	75,940.92	75,832.75	75,709.22	75,598.94	0.00	0.00	0.00	0.00
Sewer	713.53	50,572.86	50,572.86	50,493.85	50,403.62	50,381.63				
Sewer Reserve	62,621.79	62,621.79	62,621.79	62,621.79	62,621.79	62,621.79				
Total Sewer	63,335.32	113,194.65	113,194.65	113,115.64	113,025.41	113,003.42	0.00	0.00	0.00	0.00
Stormwater Fund	0.00	0.00	0.00	0.00	0.00	0.00				
REED	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00				
REET	199,000.00	199,000.00	199,000.00	199,000.00	199,000.00	199,000.00				

ENDING CASH

	March 09	April 09	May 09	40,003.00	40,034.00	August 09	Sept. 09	October 09	Nov. 09	Dec. 09
Current Expense	44,586.21	62,546.50	93,427.62	111,075.78	122,575.23	105,380.64				
CE Reserve Fund	1,669.93	1,669.93	1,669.93	1,669.93	1,669.93	1,669.93				
Total Current Expense	46,256.14	64,216.43	95,097.55	112,745.71	124,245.16	107,050.57	0.00	0.00	0.00	0.00
Park & Cemetery Fund	845.95	3,626.03	8,708.99	15,484.34	9,145.15	(6,590.40)				
P & C Reserve Fund	571.17	571.17	571.17	571.17	571.17	571.17				
Total Park & Cemetery	1,417.12	4,197.20	9,280.16	16,055.51	9,716.32	(6,019.23)	0.00	0.00	0.00	0.00
Street Fund	64,758.84	69,291.50	55,683.38	62,286.39	69,066.57	68,056.23				
Street Reserve Fund	1,406.29	1,406.29	1,406.29	1,406.29	1,406.29	1,406.29				
Total Streets	66,165.13	70,697.79	57,089.67	63,692.68	70,472.86	69,462.52	0.00	0.00	0.00	0.00
L & P	74,493.70	238,070.63	307,444.36	384,001.84	428,750.71	370,873.59				
L & P Reserve	4,392.94	4,392.94	4,392.94	4,392.94	4,392.94	4,392.94				
Total L & P	78,886.64	242,463.57	311,837.30	388,394.78	433,143.65	375,266.53	0.00	0.00	0.00	0.00
Garbage	(5,554.57)	13,057.75	13,652.71	14,217.81	13,608.60	13,535.09				
Garbage Reserve	109.97	109.97	109.97	109.97	109.97	109.97				
Total Garbage	(5,444.60)	13,167.72	13,762.68	14,327.78	13,718.57	13,645.06	0.00	0.00	0.00	0.00
Water Fund	(17,372.84)	(6,422.82)	(5,288.04)	(16,125.63)	(6,796.12)	(7,392.01)				
Water Reserve	659.35	659.35	659.35	659.35	659.35	659.35				
Total Water	(16,713.49)	(7,763.47)	(4,628.69)	(15,466.28)	(6,136.77)	(6,732.66)	0.00	0.00	0.00	0.00
Sewer	73,927.28	81,564.95	82,266.68	134,806.05	133,200.10	143,919.90				
Sewer Reserve	549.39	549.39	549.39	549.39	549.39	549.39				
Total Sewer	74,476.67	82,114.34	82,816.07	135,355.44	133,749.49	144,469.29	0.00	0.00	0.00	0.00
Stormwater	57,903.14	66,263.74	66,835.22	64,838.97	96,434.69	99,901.54				
Ambulance	(808.12)	3,792.66	(1,317.25)	(1,492.54)	(4,787.17)	(1,998.84)				
REET	519.35	1,297.74	3,768.91	4,797.27	6,210.49	6,210.49				
Fire Mitigation	78,874.70	78,874.70	78,874.70	78,874.70	78,874.70	78,874.70				
Sub-Total	381,532.68	619,322.42	713,416.32	862,124.02	956,641.99	880,129.97	0.00	0.00	0.00	0.00
Deposits, Claims, Payroll						241,397.26				

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator 
Date: September 21, 2009
Re: Cemetery Improvements

The Council discussed making various improvements to the cemetery when the Capital Improvement Plan was adopted at the last meeting.

In order for the staff to proceed, the Council needs to provide some direction for what improvements, if any, you want to make this fall.

Fencing: Install new fence around the perimeter of the entire cemetery, including the already platted area. Black chain-link fencing is being used in many areas now, and gives a wrought-iron look to a project. This type of fence would be long-lasting and virtually maintenance-free.

Grading: The maintenance crew can grade the changes to the roadway to move the northern alley farther north and straighten it out. However, if asphalt paving is desired, this should go to bid.

Tree removal: The maintenance crew can remove the trees.

Requested Action:

Determine which, if any, improvements should be made to the cemetery during 2009.

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator
Date: September 21, 2009
Re: Mark Reed Hospital Sign

One of the problems the public has identified in community dialogs with Mark Reed Hospital is the lack of directional signage. Although there are standard blue traffic signs, the hospital would like to place a large sign at the corner of 3rd and Pine to make the hospital's location more clear to patients seeking emergency medical services. The sign would be lit at night. The adjacent property owner has worked with the hospital on the sign's design.

The McCleary Municipal code allows signs in the city's right-of-way with permission of the City Council. The hospital staff has worked with the building department to ensure the sign placement does not interfere with traffic at the intersection.

In addition to providing you with the details of the sign proposal, the hospital staff has also contacted surrounding property owners to tell them of the proposal and to indicate the matter would be before the Council.

Requested Action:

Approve the Mark Reed Hospital sign design and location at the intersection of 3rd and Pine Streets.

STAFF REPORT

To: City Council

From: Busse Nutley, City Administrator 

Date: September 21, 2009

Re: Bid Award/Negotiations – Automated Meter Reading

As of the distribution of the Council packet, the engineers and I are still reviewing bids. We hope to have information about the AMR project at the meeting on Wednesday.

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator 
Date: September 21, 2009
Re: Contract Amendment #4 – Jerry Morrissette – Simpson Sidewalks

Because we have received an additional \$100,000 from federal ARRA funds for the Simpson sidewalk project, the contract with the project engineer, Jerry Morrissette and Associates, requires adjustment for the engineer's compensation.

The percentage has already been set by an earlier contract amendment at 17.5% of the funded construction cost, or an additional \$14,894.

Requested Action:

Authorize the Mayor to sign Contract Amendment #4 with Jerome W Morrissette & Associates, Inc., in an amount not to exceed \$14,894.00



September 11, 2009

Ms. Busse Nutley, City Administrator
City of McCleary
100 So. Third St.
McCleary, WA 98557

RE: City of McCleary
Simpson Avenue T.I.B./ARRA Projects
Budget Extension Request (Amendment #4)

Dear Ms. Nutley:

In conformance with your request (and as a result of the increased ARRA funding for the project), the following Budget Extension Request (Amendment # 4) is provided for your consideration. The intention of the Professional Services (included in Amendment #4) is to provide extended Professional Services (not included in the original T.I.B. project agreement, nor Amendments #1 and #2) relating to the incorporation of \$100,000 of additional ARRA funding (per WSDOT's Mr. Neal Campbell's August 20, 2009 dated email to the City). Based on the Consultant's management services for the construction phase at 17.5% of the funded construction (per the April 6, 2009 dated funding analysis provided by Mr. John Hinton), the \$100,000 of additional ARRA monies is distributed as follows:

Construction	\$85,106
Consultant Construction Management	<u>14,894</u>
Total ARRA Funding Added	\$100,000

Note that the construction budget for the project is now:

April 6, 2009 Analysis	\$260,391
Current Additional ARRA Funds	<u>85,106</u>
Total Current Construction Budget	\$345,497

Amendment #4 incorporates the following items into the Agreement:

I Bid Schedules:

The bid schedules are the same as identified in Amendment #1, or as subsequently identified based upon the construction funding available.

II Budget Extension Amount:

With the addition of the Amendment #4, the Consultant's construction management budget of 14,894, the "maximum amount" payable for the professional services is \$85,440 + 14,894, or \$100,334.

III Budget Assumption

The current construction phase budget used to establish the construction phase services budget is \$260,391 + \$85,106, or \$345,497 as previously identified. Should additional construction phase funding become available, it is understood that the construction phase services (Consulting Engineer's) budget will be adjusted proportionally.

IV Project Schedule

The following revised project schedule applies:

<u>ITEM</u>	<u>REVISED COMPLETION DATE</u>
Consultant Authorization to Proceed (Amendment #4)	September 24, 2009
Project Advertisement	October 30, 2009
Contract Award	December 9, 2009
Construction Start	March 1, 2010
Project Complete	July 31, 2010

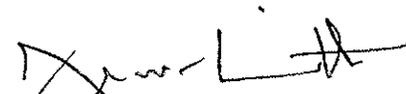
V Professional Services Authorization:

If you concur in the provisions included in Amendment #4 herein, please provide your written authorization as appropriate.

Please feel free to contact me if you have any questions.

Very truly yours,

JEROME W. MORRISSETTE & ASSOCIATES INC., P.S.



Jerome W. Morrisette, P.E.
Principal

9/11/09

Date

CITY OF McCLEARY

Wallace G. Bentley, Mayor

Date

City of McCleary, Simpson Ave. T.I.B./ARRA Totals

ENGINEER'S ESTIMATE

ITEM #	ITEM	Totals
1	S. Side Base Bid	\$197,328.50
2	S Side A-1 (Add. Alt.)	\$14,795.00 A1+A2
3	N. Side B-1 (Add. Alt.)	\$48,375.60 A1+A2+B1
4	N. Side B-2 (Add. Alt.)	\$97,242.00 A1+A2+B1+B2
5	N. Side B-3 (Add. Alt.)	\$64,484.00 A1+A2+B1+B2+B3
6	N. Side B-4 (Add. Alt.)	\$23,169.00 A1+A2+B1+B2+B3+B4
Total		\$445,394.10

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator 
Date: September 21, 2009
Re: Bond Counsel for USDA Water Improvements Loan

A Water Fund Revenue Bond issuance is required for the USDA loan to fund the automated meter reading system and to evaluate the wells. Cynthia Weed of K&L/Gates provides those services for the City.

Requested Action:

Authorize the Mayor to sign a contract with K&L/Gates for bond counsel service in an amount not to exceed \$2,500.00.

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator
Date: September 21, 2009
Re: Labor Contract – IBEW/Administrative Employees



A tentative agreement has been reached with the Administrative Employees for their first contract. It will be discussed in an Executive Session for possible action thereafter.

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator 
Date: September 21, 2009
Re: Loan from State Treasurer – L&P 60-foot Squirt-Boom Bucket Truck

On Friday we received informal notification from the State Treasurer's office that we would qualify for a low-interest loan to purchase the 60-foot-boom bucket truck for Light and Power. We expect to receive formal approval prior to the Council meeting. The proceeds from the loan will not be distributed until November 17. To assure that the truck is available for purchase, the Mayor entered into a rental agreement with Altec on September 17 for a maximum of 90 days. If the city purchases the truck within the first 30 days of the rental agreement, 100% of the rent will be applied to the purchase. After that, the amount is prorated on a daily basis.

With the written loan approval in hand, the City could purchase the truck prior to October 17 and then pay itself back in November when the loan distribution is made.

Requested Action:

Adopt a Resolution to accept the loan from the State Treasurer in the amount of \$160,000.

Ratify the Mayor's rental agreement with Altec Industries, Inc.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF CERTAIN EQUIPMENT FOR THE LIGHT & POWER DIVISION OF THE CITY UNDER THE PROVISIONS OF RCW 39.04.280 & SUBJECT TO CERTAIN CONDITIONS.

R E C I T A L S :

1. At its meeting of September 2, 2009, the Mayor and Council were informed of the need of the Light and Power Division of the City for a boom truck possessing the equipment necessary to deal more effectively with allowing staff to work on lines installed on certain of the power poles within the system.

2. Specifically, they were informed the current boom truck utilized by the City Staff has a boom which is not of adequate length which requires Staff to undertake alternative and less effective approaches to servicing the lines beyond the reach of the boom. These restrictions have been indicated to create a risk of injury for Staff so acting.

3. In recognition of these facts, the need for a more adequate piece of equipment is clear. In light of that, Staff have undertaken a search as to possible sources. The Council has been informed that Staff has located a used boom truck which would fully meet the needs of the City at a significantly less expense than a new unit and with very timely availability.

4. RCW 39.04.280 provides certain uniform exemptions to the bidding requirements which would normally be in place in terms of the acquisition of a piece of equipment of this value. The Council wishes to authorize the purchase of the unit under certain of those provisions and subject to the acquisition of financing satisfactory to the Council.

5. To confirm the adequacy of the unit, the Mayor has entered into a month to month lease agreement for the unit in question to allow the Staff to fully review the capacities and condition of the unit in actual service.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR SIGNING IN AUTHENTICATION THEREOF:

SECTION I: The Council finds the bidding requirements which would otherwise be in place are subject to waiver pursuant to the following provisions of RCW 39.04.280:

A. No comparable used boom truck, whether as to capacity, condition, or cost, has been found to be available although Staff has undertaken a review of possible sources which reflect the special market conditions currently existing.

B. The absence of an adequate boom truck will continue to constitute a risk to the health and safety of employees of the Light and Power Division until a replacement is provided. The availability of the unit in question in such a timely manner will reduce the risk of injury to City Staff.

SECTION II: The Mayor is hereby authorized to execute such documents as may be necessary to complete the purchase of that certain boom truck, the full identification of which is attached as Exhibit #1, subject to the following conditions:

A. After review of the unit, City staff provides a written report to the Mayor and Council confirming the unit fully meets the current and anticipated future needs of the Utility.

B. Confirmation of financing provided by the Office of the State Treasurer, application for which will be submitted pursuant to the provisions of Resolution #_____, and the receipt of the funds sought from that source.

PASSED THIS _____ DAY OF _____, 2009, by the City Council of the City of McCleary, and signed in authentication thereof this _____ day of _____, 2009.

CITY OF McCLEARY:

WALLACE BENTLEY, Mayor

ATTEST:

WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

DANIEL O. GLENN, City Attorney

RESOLUTION - 3
9/21/2009
DG/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557

RESOLUTION NO. _____

A RESOLUTION RELATING TO SPECIFYING THE
SOURCE OF THE REIMBURSEMENT OF CERTAIN
ANTICIPATED EXPENDITURES.

R E C I T A L S:

1. The City (the Local Agency) will be submitting an application to the Office of the State Treasurer for certain funds in the form of a loan.

2. The Office of the State Treasurer requires certain confirmation.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR SIGNING IN AUTHENTICATION THEREOF:

SECTION I: The City of McCleary (the "Local Agency") reasonably expects to reimburse the expenditures described herein with the proceeds of a financing contract to be entered into by the Local Agency with the Office of the State Treasurer (the "Reimbursement Obligation").

SECTION II: The expenditures with respect to which the Local Agency reasonably expects to be reimbursed from the proceeds of the Reimbursement Obligation are for a sixty foot "squirt" boom bucket truck for use by its Light and Power Utility.

SECTION III: The expenditures with respect to which the Local Agency reasonably expects to be reimbursed from the proceeds of Reimbursement Obligations will be made from Light and Power Fund: Capital Outlay - Equipment.

SECTION IV: The maximum principal amount of Reimbursement Obligations expected to be issued for the property described in Section 2 is \$160,000.00.

PASSED THIS _____ DAY OF SEPTEMBER, 2009, by the City Council of the City of McCleary, and signed in authentication thereof this _____ day of September, 2009.

CITY OF McCLEARY:

WALLACE BENTLEY, Mayor

ATTEST:

WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

DANIEL O. GLENN, City Attorney

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE ACQUISITION OF
EQUIPMENT AND A FINANCING CONTRACT AND
RELATED DOCUMENTATION FOR SAID EQUIPMENT.

R E C I T A L S :

1. The City of McCleary (the Local Agency) has executed a Notice of Intent to the Office of State Treasurer, in the form attached hereto as Annex 1, for the financing of the Property under the provisions of RCW 39.94.

2. In the opinion of the Mayor and Council of the City, it is deemed necessary and advisable that the City of McCleary (the "Local Agency") acquire the equipment and personal property identified on Annex 1 attached hereto ("Property").

3. The Local Agency has undertaken or will undertake to acquire the Property in accordance with all applicable purchasing statutes and regulations.

4. The Local Agency desires to enter into a Local Government Financing Contract with the Office of the State Treasurer, in the form attached hereto as Annex 2, in an amount not to exceed \$160,000.00, as the method of payment for the Property.

5. Wallace Bentley is the duly elected Mayor of the Local Agency ("Authorized Representative").

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR SIGNING IN AUTHENTICATION THEREOF:

SECTION I: The form of the Local Government Financing Contract is hereby approved and authorized to be executed and delivered to finance the acquisition of the Property.

SECTION II: The City Council of the Local Agency hereby authorizes the acquisition of the Property and hereby empowers Wallace Bentley, as the authorized representative of the City, to execute the Local Government Financing Contract for the Property.

SECTION III: The Authorized Representative is hereby further authorized to execute and deliver to the Office of State Treasurer all other documentation in connection with the financing of the Property, including, but not limited to, an amendment to the NOI and agreements relating to initial and ongoing disclosure in connection with the offering of securities related to the Local Government Financing Contract.

SECTION IV: This Resolution shall become effective immediately upon its adoption.

PASSED THIS _____ DAY OF _____, 2009, by the City Council of the City of McCleary, and signed in

authentication thereof this _____ day of _____,
2009.

CITY OF McCLEARY:

WALLACE BENTLEY, Mayor

ATTEST:

WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

DANIEL O. GLENN, City Attorney

STAFF REPORT

To: City Council
From: Busse Nutley, City Administrator
Date: September 21, 2009
Re: Supplemental Budget for Water, Streets and Storm Funds

At the September 2, 2009 Council meeting Ordinance 759 was introduced.

Ordinance 756 amended the 2009 budget to include the Public Works Trust Fund \$50,000 loan to the Stormwater Fund for a Capital Improvement Plan. Unfortunately, BARS codes were incorrectly included in the ordinance, making it impossible to actually make the adjustment. The new Ordinance corrects this glitch.

We have received official word from the Department of Transportation that the ARRA grant for the Simpson sidewalk project has been increased by \$100,000 to \$234,309. In addition, we have received notice from USDA Rural Development that we will be receiving a loan of \$105,000 to make improvements to the water system and purchase an automated meter reading system. The ending fund balances must be increased in the street and water budgets so that expenditures will not exceed the actual revenue amount.

Requested Action:

Adopt Ordinance 759.