



approved

DRAFT MINUTES
March 14, 2011
CITY COUNCIL MEETING

Call to order: Time: 6:30 PM

1. The pledge of allegiance

2. Roll Call:

	Present	Absent
Mayor James Wernicke	X	
Council Position #1 Jeff Crook	X	
Council Position #2 Larry Brennan	X	
Council Position #3 Brice Gregory	X	
Council Position #4 Doug Brand	X	
Council Position #5 Tamie Kaufman		X
City Administrator Ellen Barnes	X	
Student Liaison Alayna Brand		X

3. Special Orders of Business:

Curry County Soil & Water Conservation District, 2011 Cooperator of the Year: Gold Beach Public Works Department

Public Works staff was not there yet. Cindy Ricks-Meyers requested that the item be moved further down to the agenda.

4. Consent Calendar

Bills payable February, 2011
 Promo Committee January 27, 2011, minutes
 February 14 & 28, 2011, City Council minutes
 January Financial Statements

MOTION

**Councilor Larry Brennan made motion to accept the consent calendar.
 Councilor Jeff Crook seconded.**

Mayor Wernicke called for discussion or debate, hearing none, he called the vote.

Record of Vote	Ayes	Nayes	Abstain
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	X		

Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	Absent		
MOTION CARRIES UNANIMOUSLY			

5. Citizens Comments

Citizen comments from the audience as presented to the Mayor

Tsunami Outreach Coordinator, Dave Lacey and James Roddy from DOGAMI gave an update on Tsunami activities. Over 100 Map Your Neighborhood trainings, completed. Community Response Team Training-29 new members, having assemblies at all the local high schools. Embarking on Door-to-Door Campaign going to all businesses and homes in the inundation zone starting in April.

Evacuation Drill May 19, 2011 at 10:00 am, asking for volunteers to help out with that. City, County, Police Department, Public Works to all be involved. Councilor Brennan commented he saw people at Sunset Pizza working on neighborhood organization. Also, he asked if there is an umbrella "core" to coordinate the above mentioned participants. Lacey said right now, it's basically open, hoping to make more cohesive soon.

The Mayor said he thought Friday's event was hopefully a wake-up call for our community. Brennan said KGBR was broadcasting from Hawaii and California and no one knew it. Some sources of information were not known about until after the Tsunami warning. Lacey said that people didn't know that the distant Tsunami was only a danger at the beach, people didn't have to go to the hills. Three long blasts on Friday were not different from other warnings and a different "standard" siren is needed. Roddy spoke about standardized Tsunami Warning System. It's an up and down wail that lasts for 3 minutes, and it is to be put into place within the next few years. Conversation continued re: adding verbal audible warnings after the sirens. Involvement by the community government is extremely important.

Credit was given to Lacey and Roddy for their presentation in January here in Gold Beach in helping our community be more aware. Roddy mentioned that his program is receiving national attention, mentioned on CNN, O'Reilly Factor and Fox.

Questioned was asked re: if an All-Clear whistle was in the works that is a uniform signal to everyone. Roddy said that is hopefully something in the works. Question re: propane tanks, both large and small and tie-downs to keep them from moving in the surf. Roddy said yes, and there are companies who provide those.

6. Public Hearing

There were no public hearings scheduled

7. Citizen Requested Agenda Items

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City Council Minutes
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There were no citizen requested agenda items.

8. Public Contracts and Purchasing

Curry County Local Public Safety Coordinating Council (LPSCC) bylaw update
Clean Water State Revolving Fund Wastewater Treatment Plant interim financing loan agreement (see Resolution R1011-25)

Curry County Local Public Safety Coordinating Council (LPSCC) by-law update by Ken Dukek, Curry Co. Juvenile Director, Chair for Public Safety Coordinating Council. Passed out schedule for meetings, annual designation for alternates. Comprised of 25 members, revised to statutory guidelines of 14. Chief Janik was on as the Chief of Police for the 2 year cycle, now that he is gone; Mr. Dukek is hoping the interim Chief will fill the spot. Revised by-laws show each city has a different member on it. Port Orford's David Smith will be on the council, Gary Milliman or an administrative staff from Brookings will attend from Brookings. The LPSCC meets six times a year. No other questions were asked.

Clean Water State Revolving Fund Wastewater Treatment Plant interim financing loan agreement (See Resolution R1011-25). Revision to a resolution adopted at last meeting, change of dates to accommodate changes to 30 month loan.

MOTION

Councilor Larry Brennan made a motion to approve Resolution R1011-29, a resolution authorizing the City Administrator to execute a loan agreement with DEQ for interim financing for the wastewater treatment plant improvement project and repealing Resolution R-1011-25. Seconded by Councilor Doug Brand.

Mayor Wernicke called for discussion/debate, hearing none, called for vote.

Record of Vote	Ayes	Nayes	Abstain
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	X		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	Absent		
MOTION CARRIES UNANIMOUSLY			

Return to Cooperator of the Year Award from the Curry County Soil and Water Conservation District

Public Works Superintendent, Will Newdall, arrived to receive the award from the watershed council. Cindy Ricks-Meyers read a brief statement regarding the help that the Public Works department has given the council over the years and presented

Newdall with a plaque. She said that the department really should be the "Cooperator of the Decade." Newdall thanked the district members and said that his department had received as much as they had given. Applause.

9. Ordinances & Resolutions

- a. Ordinance 638, retention and disposal of public records, second reading
- b. Resolution R1011-28, resolution increasing base sewer fee
- c. Resolution R1011-29, resolution for DEQ interim financing (repealing R1011-25)
- d. Ordinance 639, amending or repealing Ordinance 624-Municipal Court procedures

Ordinance 638, retention and disposal of public records, second reading.

MOTION

Councilor Jeff Crook made a motion to adopt Ordinance 638 by title only: an ordinance repealing ordinance no. 404 governing retention and disposal of public records of the City of Gold Beach. Councilor Larry Brennan seconded.

Mayor Wernicke called for discussion/debate, hearing none, he called the vote.

Record of Vote	Ayes	Nayes	Abstain
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	X		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	Absent		
MOTION CARRIES UNANIMOUSLY			

Resolution R1011-28, resolution increasing base sewer fee. City Administrator, Ellen Barnes explained the nature of the resolution. The recommendation to raise the base sewer fee by \$5 per EDU was as a result of the recent sewer rate study. Barnes said the rate increase was needed to maintain services and pay for current and future debt. She said the resolution also included a provision for annual adjustments to the rate tied to the municipal cost index which is an index that is a compilation of three different cost indexes. If approved, the new rate would go into effect on July 1, 2011. The Mayor said he remember several years back that there was talk that the sewer rates may need to increase as much as \$50-60 per month. He felt that \$5 was much more acceptable.

General discussion about the proposed rate increase. Barnes said the sewer rate study had recommended an increase of \$4.63. Barnes said it was rounded up for accounting reasons but also to take into account the cost index for the remainder of this year. The Mayor asked if USDA had reviewed the sewer rate study. Barnes said yes, but USDA was waiting on us. Part of the purpose of this resolution is to assure USDA we have adequate financial reserves to service the debt.

MOTION

Councilor Larry Brennan made a motion to approve Resolution R1011-28, a resolution increasing the base sewer rate by \$5 per ERU and implementing an annual inflation adjustment for sewer fees. Councilor Jeff Crook seconded.

Mayor Wernicke called for discussion/debate: Councilor Doug Brand said he thought two months ago the discussion was to reduce the size of the EDU's or ERU's rather than increase the fees. Councilor Brice Gregory said he was on the same page as Brand. City Recorder, Jodi Fritts clarified for the council that one of the recommendations of the study was to charge EDU/ERU by actual flow-based on water usage. That option was tabled since the City does not have the ability to monitor that flow at this time because of the limited capability of the current billing software. With the new software we may have that ability in about a year. The rate structure could be revisited at that time. Barnes reminded the council that financial reserves are currently being used to pay for sewer operations. Not a significant amount, but savings are being used. If the rate increase is put on hold for a year, reserve funds will continue to be used. Crook says he would like to make this step now, as it could be worse down the road. Barnes says an adjustment has to be made at some point. Mayor Wernicke called for vote.

Record of Vote	Ayes	Nayes	Abstain
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	X		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	Absent		
MOTION CARRIED UNANIMOUSLY			

Resolution R1011-29, resolution for DEQ interim financing (repealing R1011-25) was addressed during the Public Contracting section of the meeting.

Ordinance 639, amending or repealing Ordinance 624-Municipal Court procedures. Ellen Barnes states that it is a change to qualifications to municipal court judge, opens pool of qualified candidates to out-of-state judge. Individual does not have to be a resident of Oregon or a member of the Oregon State Bar, if judge is an attorney. This will increase flexibility to get a judge on board. There is no back-up in place. Mayor states we need to get an interim judge on board.

Discussion on procedure to adopt an ordinance. Three options: read in full at two different meetings; enact in a single meeting by reading first in full and then by title only; read by title only at two different meetings.

MOTION

Councilor Larry Brennan made a motion to approve Ordinance 639 by reading the ordinance in its entirety into the record. Brennan read ordinance into the record. Motion seconded by Doug Brand.

Mayor Wernicke called for discussion or debate, hearing none, he called the vote.

Record of Vote	Ayes	Nayes	Abstain
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	X		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	Absent		
MOTION CARRIED UNANIMOUSLY			

MOTION

Councilor Doug Brand made a motion to adopt Ordinance 639 by title only, an ordinance amending section 1.305 of the Gold Beach Administrative Code to change the qualifications of the municipal court judge. Councilor Brice Gregory seconded the motion.

Mayor Wernicke called for discussion/debate, hearing none, he called the vote.

Record of Vote	Ayes	Nayes	Abstain
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	X		
Council Position #4 Doug Brand	X		

Council Position #5 Tamie Kaufman	Absent		
MOTION CARRIED UNANIMOUSLY			

10. Miscellaneous Items (including policy discussions and determinations)

- a. Riley Creek Wetland Delineation & Functional Assessment Study Presentation
- b. Ethics training information

Riley Creek Wetland Delineation & Functional Assessment Study presentation-Julie Wirth from OBEC Consulting Engineers. Looked at area south of the fairgrounds, west of the treatment plant. Found a small wetland area. The wetland consists of a flooded pond area and a channel that is underwater when water levels are high. Did an assessment after flagging to determine how it functions as fish habitat, etc. Has moderate capacity to treat for water quality, vegetated with non-native vegetation. Not a suitable fish habitat. These two wetlands are jurisdictional, any changes would require permitting. Lower Rogue Watershed is looking at what has been done to enhance the area. Wetland and habitat restoration consists of pre-disturbance conditions. Four different suggestions: scrub/shrub wetland; restoring tidal influence; expand educational opportunities for students; providing educational opportunities for tourists. Wirth says it's a prime location to enhance. Councilor Brennan asked re: funding available for the Watershed's enhancement suggestions. Wirth says part of the funding will come from the watershed council. Public Works Superintendent, Will Newdall said it was included as part of the Public Work's wastewater treatment plant budget also.

Ethics training information. Oregon Ethics Commission puts on training every year. Fritts states there is on-line training available through I-learn Oregon.

11. City Administrator's Report

CA Barnes gave her Administrator's report which covered: Emergency Management Services, Administration, Finance & Planning, Fire Services, Police Services, Public Works, and the Visitor Bureau. The complete report is attached to the minutes. Barnes told everyone in case they had not heard, that PD Office Manager, Gail Whitmore's house burned down on Monday. A fund had been set up for donations at Sterling Bank.

12. Mayor and Council Member Comments

- a. Mayor James Wernicke
- b. Councilors
 - 1) Jeff Crook
 - 2) Larry Brennan
 - 3) Brice Gregory
 - 4) Doug Brand
 - 5) Tamie Kaufman
- c. Student Liaison, Alayna Brand

Mayor James Wernicke: Thanking everyone for their commitment to city. Overview of rough week: Gail's house fire, Chief Janik leaving, the passing of former Councilor David Alexander, the tsunami event on Friday. He said that he and other had attended a five hour class on state budget law, well attended, good training.

Councilors

Jeff Crook: Mayor covered it all.

Larry Brennan: Thanking Barnes and Fritts for technology update with I-pads.

Brice Gregory: Thanking Barnes and Fritts. Wished Fritts good luck at the software training.

Doug Brand: No comments from Brand but had comments from the student liaison: French Club is going to Paris for spring break .

Tamie Kaufman: Absent

Student Liaison, Alayna Brand: Absent

13. Citizens Comments

There were no citizen comments.

14. Executive Session

An executive session will be held immediately following regular council meeting under ORS 129.660(f): To consider information or records that are exempt by law from public inspection.

The next regularly scheduled meeting of the Gold Beach City Council is Monday, April 11, 2011, at 6:30PM in the Council Chambers of City Hall, 29592 Ellensburg Avenue, Gold Beach, Oregon

MOTION

Councilor Jeff Crook made a motion to adjourn. Councilor Larry Brennan seconded the motion.

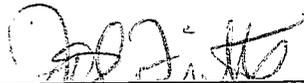
Mayor Wernicke called for discussion/debate, hearing none, he called the vote.

Record of Vote	Ayes	Nayes	Abstain
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	X		

Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	Absent		
MOTION CARRIED UNANIMOUSLY			

15. Adjourn Time: 7:55PM

Approved by City Council, April 11, 2011



Jodi Fritts, City Recorder



AGENDA
March 14, 2011
CITY COUNCIL CHAMBERS, CITY HALL
29592 ELLENSBURG AVE
GOLD BEACH OR 97444

Call to order: Time: _____

1. **The pledge of allegiance**

2. **Roll Call:**

	Present	Absent
Mayor James Wernicke		
Council Position #1 Jeff Crook		
Council Position #2 Larry Brennan		
Council Position #3 Brice Gregory		
Council Position #4 Doug Brand		
Council Position #5 Tamie Kaufman		
City Administrator Ellen Barnes		
Student Liaison Alayna Brand		

***NOTE: If you would like to address this governing body, please present a completed "Business from the Audience" request to the Mayor at this time. Your request will be added under the CITIZEN COMMENTS section of our agenda. Comments and participation from the audience will be limited to 5 minutes without redundancy.*

3. **Special Orders of Business:**

Curry County Soil & Water Conservation District, 2011 Cooperator of the Year: Gold Beach Public Works Department

4. **Consent Calendar**

Bills payable February, 2011
 Promo Committee January 27, 2011, minutes
 February 14 & 28, 2011, City Council minutes
 January Financial Statements

5. **Citizens Comments**

Citizen comments from the audience as presented to the Mayor

6. **Public Hearing**

No public hearings scheduled

7. **Citizen Requested Agenda Items**

None scheduled

8. **Public Contracts and Purchasing**

Curry County Local Public Safety Coordinating Council (LPSCC) bylaw update

Clean Water State Revolving Fund Wastewater Treatment Plant interim financing loan agreement (see Resolution R1011-25)

9. Ordinances & Resolutions

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10. Miscellaneous Items (including policy discussions and determinations)

- a. Riley Creek Wetland Delineation & Functional Assessment Study Presentation
- b. Ethics training information

11. City Administrator's Report

12. Mayor and Council Member Comments

- a. Mayor James Wernicke
- b. Councilors
 - 1) Jeff Crook
 - 2) Larry Brennan
 - 3) Brice Gregory
 - 4) Doug Brand
 - 5) Tamie Kaufman
- c. Student Liaison, Alayna Brand

13. Citizens Comments

Written requests as presented to the Mayor at the beginning of the meeting

14. Executive Session

An executive session will be held under ORS 129.660(f):
To consider information or records that are exempt by law from public inspection.

The next regularly scheduled meeting of the Gold Beach City Council is Monday, April 11, 2011, at 6:30PM in the Council Chambers of City Hall, 29592 Ellensburg Avenue, Gold Beach, Oregon

15. Adjourn Time: _____

The location of the hearing/meeting is accessible to the disabled. Advance notice is requested if special accommodations are needed. Call 541-247-7029 so that appropriate assistance can be provided. The City of Gold Beach is an affirmative action EEOE and complies with section 504 of the rehab act of 1973. Complaints of discrimination should be sent to: USDA, Attention Director, Office of Civil Rights, Washington, D.C. 20250-9419

POST: City Hall
Post Office

EMAILED: Media

www.goldbeachoregon.gov

**SPECIAL ORDERS
OF BUSINESS**

Curry County Soil and Water Conservation District Announces the

2011 Cooperator of the Year

City of Gold Beach Public Works Department

Nearly ten years ago, South Coast Watershed Council, Lower Rogue Watershed Council, Oregon State Extension Service, and Curry SWCD wanted to learn more about the quality of the water flowing through the Curry Watersheds area. We had limited resources to conduct a sampling program, so you can imagine our gratitude when the Public Works Department of the City of Gold Beach offered us the use of the space at the back of their lab at the Wastewater Treatment Plant. Not only did they allow us to use the space, all of the Public Works employees were unfailingly gracious and supportive. Will Newdall and the City not only shared their space, but shared equipment, contributed supplies and paid the power bill during our monitoring program. We hope they are proud of their contribution to improved understanding of water quality, including effects of agricultural and rural residential lands, effects of the Biscuit Fire, conditions in the Rogue and Chetco Boat Basins, storm runoff from natural and human-caused sources, nutrient and bacteria sources, and summer salmon rearing conditions in estuaries and lakes.

CONSENT CALENDAR

FEBRUARY PAYABLES

Total:	Total invoices	103,528.28
Total debit notes	0.00	
Total credit notes	0.00	
Total interest	0.00	
Total	103,528.28	

G/L Account	Account Description	Debits	Credits
00301	CHECKING ACCT	0.00	103,528.28
12403-06	AFL WITHHOLDINGS	261.31	0.00
12403-07	MISC WITHHOLDINGS	534.98	0.00
12630	AUDIT SERVICES	1,420.00	0.00
12635	911 TAX-DISPATCH SERVICES	5,372.33	0.00
12636	LEGAL SERVICES	7,221.00	0.00
12642	GIS FEE	7,200.00	0.00
13610	SUPPLIES/OFFICE/EQUIP/CUSTODIA	406.71	0.00
13614	EQUIPMENT O & M	5,133.86	0.00
13617	TELEPHONE/COMMUNICATIONS	222.96	0.00
13618	DUES/SUBS/FEES/PRINTING/FILING/POSTAGE/FREIGHT	11.32	0.00
13620	TRAVEL/TRAINING/MEETINGS	275.00	0.00
13622	INSURANCE/BONDS	175.00	0.00
13624	ELECTRICITY	213.72	0.00
13626	UNIFORMS	94.90	0.00
13638	SOLID WASTE	58.84	0.00
13640	CONTRACT SERVICES + ORD COD	755.25	0.00
13651	MISC PD DON EXPS	76.00	0.00
14613	BUILDING/GROUNDS O & M	393.54	0.00
14614	EQUIPMENT O & M	494.00	0.00
14617	TELEPHONE/COMMUNICATIONS	83.06	0.00
14618	DUES/SUBS/FEES/PRINTING/FILING/POSTAGE/FREIGHT	12.39	0.00
14622	INSURANCE & BONDS	677.21	0.00
14624	ELECTRICITY	177.66	0.00
14638	SOLID WASTE	58.83	0.00
14704	LIFE INSURANCE	30.00	0.00
15620	MAYOR TRAVEL	111.00	0.00
15672	COUNCIL COMPENSATION	380.00	0.00
17614	EQUIPMENT O & M	24.00	0.00
17624	ELECTRICITY	167.22	0.00
17625	CONTRACT SERVICE BUFF. PARK	1,750.00	0.00
17638	SOLID WASTE SERVICES	360.52	0.00
17640	CONTRACT SERVICES + ORD COD	27.50	0.00
17662	REMOVE DANGER TREES	650.00	0.00
18610	SUPPLIES/CUSTODIAL	161.45	0.00
18613	BUILDINGS & GROUNDS	391.79	0.00
18614	EQUIPMENT O & M	149.96	0.00
18617	COMMUNICATIONS	308.97	0.00
18618	DUES/SUBS/PRINTING/POSTAGE	4,345.20	0.00
18620	TRAVEL/TRAINING/MEETINGS	260.80	0.00
18624	ELECTRICITY	150.58	0.00
18635	911 FEES (PASS THRU TO CO)	7,860.80	0.00
18638	SOLID WASTE SERVICES	58.83	0.00
18640	CONTRACT SERVICES	75.20	0.00
21403-06	AFL WITHHOLDINGS	8.70	0.00
21610	OFFICE EQUIPMENT AND SUPPLIES	18.99	0.00
21612	ROCK, OIL, MATERIALS & SERVICE	353.96	0.00
21613	STREET SIGNS & FITTINGS	1,514.00	0.00
21614	EQUIPMENT O & M	108.09	0.00
21618	DUES/SUBS/FEES/PRINTING/FILING	42.10	0.00
21624	STREET LIGHTING+TRAFFIC LIGHTS	660.31	0.00
21628	SMALL TOOLS & EQUIPMENT	211.48	0.00
22610	SUPPLIES/OFF/EQUIP/CUST	575.17	0.00
22611	SYSTEM CONSTRUCTION O&M	3,320.41	0.00

22612	MATERIALS & FITTINGS	315.76	0.00
22613	BUILDING/GROUNDS O & M	65.78	0.00
22614	EQUIPMENT O & M	160.25	0.00
22617	TELEPHONE/COMMUNICATIONS	364.40	0.00
22618	DUES/SUBS/FEES/PRINTING/FILING	35.52	0.00
22624	ELECTRICITY	757.99	0.00
22628	SMALL TOOLS & EQUIP	200.00	0.00
22638	SOLID WASTE SERVICES	117.67	0.00
22640	CONTRACT SERVICES+ORD COD	565.00	0.00
22647	OSHA REQUIRED EXPENDITURES	239.05	0.00
22703	MEDICAL INSURANCE	605.33	0.00
22913	BUILDING/GROUNDS O&M	55.00	0.00
22914	EQUIPMENT & PLANT O & M	277.46	0.00
22917	TELEPHONE/COMMUNICATIONS	41.40	0.00
22918	DUES/SUBS/FEES/PRINTING/FILING/POSTAGE/FREIGHT	88.03	0.00
22924	ELECTRICITY	4,183.99	0.00
22928	SMALL TOOLS & EQUIPMENT	7.49	0.00
22940	CONTRACT SERVICE/ORD COD	70.00	0.00
22941	LABORATORY TESTING	145.00	0.00
22942	TREATMENT CHEMICALS	3,761.14	0.00
23403-06	AFL WITHHOLDING	30.10	0.00
23610	SUP/OFF/EQUIP/CUST	371.33	0.00
23611	SEWER/SYSTEM CONSTRUCTION O&M	335.75	0.00
23612	MATERIALS & FITTINGS	96.36	0.00
23614	EQUIPMENT O & M	456.03	0.00
23617	TELEPHONE COMM	315.33	0.00
23618	DUES/SUBS/FEES/PRINTING/FILING/POSTAGE/FREIGHT	64.77	0.00
23619	LABORATORY TESTING	1,235.00	0.00
23620	TRAVEL/TRAINING/MEETINGS	48.25	0.00
23624	ELECTRICITY	5,872.74	0.00
23628	SMALL TOOLS/EQUIPMENT	199.99	0.00
23638	SOLID WASTE SERVICES	117.67	0.00
23640	CONTRACT SERVICES+ORD COD	2,685.00	0.00
23649	MISCELLANEOUS	195.00	0.00
23703	MEDICAL INSURANCE	605.33	0.00
24610	VC OPERATING EXP/SUPPLIES/EQUIP	1,276.12	0.00
24612	DIRECT MARKETING (INCLUDING PROMOTIONAL ITEMS)	2,623.87	0.00
24616	POSTAGE	163.80	0.00
24618	PRINTED MATERIALS (BROCHURES)	4,129.00	0.00
24620	TRADE SHOWS AND FAIRS	1,774.58	0.00
24641	PROFESSIONAL SERVICES	575.30	0.00
24642	RADIO ADS	780.00	0.00
24643	PRINT MEDIA	110.00	0.00
24644	OUTDOOR/BUS ADVERTISING	700.00	0.00
24645	TELEVISION PROMOTION	2,020.00	0.00
24658	VC BUILDING & GROUNDS	477.68	0.00
74664	PROJECT START UP COSTS FOR STP	2,577.00	0.00
92615	UNEMPLOYMENT	6,229.12	0.00
	103,528.28	103,528.28	

**Minutes Promotions Committee
January 27, 2011**

Meeting called to order @ 3:30PM

Present: Amy Gaddis, Carolyn Trigueiro, Bob Manners, Larry Hammer, Deb Way, Jeff Ferguson

In Attendance: Colleen Combs (Nor'wester Restaurant), Kachina Starr (Turtle Rock Resort)

Minutes from December 16, 2010 reviewed and approved. Larry /Deb

Statement of Revenue and Bills: Reviewed. Amy noted room counts reflected % of rooms rented, and were down in December. Is there a way to find actual tax percentages, since many rooms are comped to guests (example: guests pay for 2 nights, get the 3rd night free- no revenue for 3rd night). Larry noted a Motel Tax Breakdown had been provided to the Promotions Committee through February 2010. Jeff will speak with Jodi to see if this can be provided on a regular basis for comparisons.

A question was asked concerning timely payments by motels and how that affects the budget. Jeff will address this with Jodi also. Larry offered to annualize the budget month-by-month, focusing on the room tax. Discussion of availability of contingency funds, what they were to be used for, and "what if" budgeted expenses exceeded income. Possibility of increasing the bed tax % to increase income was discussed in light of its' impact on the Promotions budget.

Jeff suggested that it might be a good idea to invite Jodi to a meeting to answer budget and financial questions presented by the Committee.

Visitor Center Stats reviewed.

Media Tear Sheets: Northwest Sportsman magazine has the 'bigger, brighter " ad. Curry Coastal Pilot ran an article on Kalhagen's film going to the Sundance Film Festival. Tony and Terri-Lynn Kalhagen produce the promotions commercials.

Gold Beach Has It! publication from Curry County Reporter: Jeff commented that this publication didn't appear before the holiday season to help the merchants advertize for the Christmas/holiday shopping season (The publication came out one month "early" according to the Reporter). Jeff questioned whether the advertising funds were spent in a timely way to be most effective.

Western Outdoor News (Northern California) The Sportsman's Expo program in this is the "bible" for everyone attending the show. Jeff will check into the advertising rates. Kachina Starr noted Turtle Rock advertises in Canada travel markets and feels this is a worthwhile market to target.

Colleen Combs mentioned Chetco Outdoor salmonsteelheadtrout.com website reports. Also mentioned were the reports in the Port Orford area on fishing, weather, and elk October-February. Jeff is aware of these resources.

101 Things To Do: Jeff spoke with the publisher. Gold Beach has not advertised here for a few years, but they are updating and changing the publication. (*Gold Beach Visitor Guide, Mile By Mile Guide, and 101 Things To Do* are the most popular publications with visitors.) This is published in July; Jeff feels this is late for timely advertising (June would be more advantageous). Jeff will consider ads here based on further conversations with the publisher.

Courier (NTA magazine) Team Oregon on cover.

Oregon Coast Magazine discussion about the purchase of 2 "bulletin board"- type ads to advertise horseback riding on beach (to coincide with their article), glass balls and geocaching.

Glass Balls/Geocaching: Heavy radio advertising in Trinity California area (KEKA), and Rogue Valley market. South Coast Partnership running ads in similar areas. Repetition ads with Charter Media; new ads to begin 1/27/11.

The new e-newsletter went out 1/26/11. Print ads will appear in the Rogue Valley newspapers (Tempo & Tidings). Sue Dawson will upload photos to Flickr and Facebook. (the photographs on the pages tend to get more notice.)

Writer's Conference: Promotions has helped the Writer's Conference in the past with mailings. Jeff has met with Karim Shumaker at SOCC. Everyone would like to see the Writer's Conference grow. Karim feels they need more volunteers to accomplish this. Possibilities of a concurrent Film Festival or Hathaway Jones Tall Tales event was discussed. More ideas will be discussed at a later date.

NTA Convention Follow-Up: "Thank you for meeting with us" packages of Gold Beach memorabilia (fuzzy dice, tokens, DVD's, etc.) were sent to the NTA tour operators.

Gold Beach Brochure Update: Project on hold at present time. Looking more closely at website presence of PDF downloadable information. A 32-page mini-booklet would cost 69 cents to mail vs. 44 cents currently. No extra cost incurred to have heavier brochure distributed through Certified.

Coast Trail Project: Project on hold at present time.

Facebook and Youtube: Still no news from City in regards to policy. Inability to interact with contacts on Facebook is adversely affecting activity. Jeff to meet with Ellen Tuesday, will discuss social media at that time.

LED Reader Board: Extensive discussion on free speech policy in regards to messaging on sign. This could be a potential issue if sign owned by City entity versus a non-city entity (such as Chamber or other non-profit group). Jeff pointed out that Coos Bay/North Bend and other Visitor Centers do not seem to have an issue with free speech concerns. It was decided that it was up to the City to decide the issue, and Promotions will ask for a legal opinion/clarification before deciding to pursue this. Kachina suggested presenting other city's policies on reader boards to the attorney.

ORB program for Media Sharing: Sue is working on this. Program is more difficult to work with than originally thought. Travel Oregon is working on the "kinks" in the program.

Local Events Calendar: Jeff spoke with Amber Hughes (Our Webmaster) concerning the community calendar coordination with trumba.com software. This is a good program, but due to time restrictions, Jeff will not be able to spearhead this. He is hoping someone else will be able to coordinate the calendar for the community.

New Business:

Sacramento Sportsmen Show: Jeff has developed a checklist for shows to make loading easier for future trips. He will check on the size of the show to determine the number of people that will be required staff each show. Listing was "City" of Gold Beach in program; Gold Beach needed better presence: suggest listing only as "Gold Beach" in future programs. Jerry's Rogue Jets will supply bags for next 3 shows. Since these were a big hit at the shows, promotions discussed researching costs for purchase of similar "Gold Beach" bags. Email address required for raffle and bags to augment current list. Transporting equipment to shows was discussed as this has proved difficult. Jeff to compare costs (UHaul, etc.). Would like to consider taking the mini jet boat to some shows also.

Upcoming Sportsmen shows: Eugene February 4-6, Jeff and Larry to attend. Roseburg February 18-20, Jeff and Amy to attend. Medford February 25-27, Jeff and Amy to attend.

Director's Report: Jeff noted Promo has made a lot of progress, and has learned a lot as well. He plans to focus more on "managing" versus "doing." He plans to do a short/long range foundation plan for the committee to review. Short-term priorities also include completion of shows and evaluations of costs versus benefits, and media blitz for glass balls and geocaching. Gold Beach brochure redesign and trail projects have been put on hold currently.

Suggestion to meet more frequently or have sub-committees to develop long-term goals and strategic marketing plan.; form an Advisory committee; increased involvement from committee members . Required 2-day public notice to meet will make planning easier.

Amy suggested a networking meeting with the community to get additional ideas and input, and objectively share thoughts. (Promo to make final decisions and establish base.)

Meeting Adjourned at 5:53 PM

Jeff Ferguson

From: Shumaker, Karim [kshumaker@socc.edu]
Sent: Saturday, February 26, 2011 2:13 PM
To: Jeff Ferguson; Gold Beach Visitors Center
Subject: SCWC
Attachments: sarahlee journals_web.jpg; SCWC grid_web.jpg

Hi Jeff & Sue

The conference went well. At least one of our travel writers will be back with her photographer husband to take advantage of the jet boat gift certificate she received, to write an article about the jet boats/Gold Beach. One of the presenters found three glass balls and everyone was delighted with Gold Beach.

See below for data on attendance. Most that came from more than 30 miles away stayed 1-3 nights in local motels.

Presenters & their guests <i>(all from out of the county)</i>		19			
Paid participants <i>(many brought family with them)</i>		100			
Curry County	46				
Coos County	12				
Other Oregon counties	25				
Out of state	17				
TOTAL		119			

Thank you for all your help.

Karim Shumaker
 Southwestern Oregon Community College
 Gold Beach Center Coordinator
 PO Box 590
 Gold Beach, OR 97444
 541 247-2741 phone
 541 247-6247 fax
www.socc.edu/curry
www.facebook.com/currycampus

No virus found in this incoming message.

Checked by AVG - www.avg.com

Version: 9.0.872 / Virus Database: 271.1.1/3475 - Release Date: 02/28/11 23:34:00

3/1/2011

GB PROMOTIONS 3-2-11

Sportsmen Shows

Directors Summary & Recommendations

The knowledge I gained from working all 4 shows (Sacramento, Eugene, Roseburg & Medford), this year was invaluable.

Attached you will find; cost breakdown per show, newly-created 'show checklist' and a short piece that supports what we are doing and how we are going about it. PLEASE NOTE: We spend approx. \$8000.00 on these shows (not counting my time/salary, etc), so if anyone in the fishing business ever says we "never do anything for them"...this would be a good point to bring up. While we promote all of GB at these shows, there is definitely a 'fishing focus'.

I recommend that we stay with these 4 shows (I'm now convinced of 'cost versus benefit'), but don't recommend expanding, unless more volunteers are found. I would never work 4 shows in 6 weeks again, nor ask anyone else to do it (unless they do not work full-time). It's too much. I will work 2 of the 4 shows next year but none on 'back to back' weekends.

I now have this 'down to a science' with systems in place for what works best in terms of 'biggest bang for our buck'.

If the committee chooses to continue with these shows, I will need volunteers from the committee. To eliminate any challenges with others (outside the committee), I recommend that we keep our volunteer crew limited to committee members and others who do not represent a fishing or lodging establishments.

That said, 4 out of the 5 current Promo Committee members work full-time. So, we have a challenge when considering this and attempting to staff for all 4 shows. One partial solution is to ask Mike Becker if he would consider working all 4 shows next 'show season'. Becker 'filled-in' at Roseburg and Medford. He is a dynamo in the booth and good for GB. People love him and he's 'memorable' in a very positive way. Mike works 9.5 months a year for 'Oregon Fish & Wildlife', so he knows fishing and about virtually everything there is to see and do in our area (he has lived here for about 45 years). He is available during 'show season' every year. This is a lot to ask

of anyone and I would recommend that we offer a daily stipend for his assistance (\$25/travel & set-up day and \$50/day working the booth). He has not asked for this but I feel strongly that he is worth many times this amount.

COMMITTEE ACTION REQUIRED

Stay with all 4 shows, stay with a number less than 4, drop sportsmen shows from what we do

Establish policy for staffing show booth (who qualifies?)

Volunteer to work a show yourself

Agree that Mike Becker's services be solicited

Jeff Ferguson, Director
Gold Beach Promotions

SPORTSMEN SHOW COSTS

SACRAMENTO (4 people, 2 vehicles)

Cost of show	\$1200.00
2 rooms @\$95 X 6	\$1140.00
Mileage X 2	\$160.00
Gas X 2	\$300.00
Meals X 4	\$840.00
Parking X 2	\$112.00
Total	\$3752.00

EUGENE (2 people, 2 vehicles)

Cost of show	\$500.00
2 rooms @\$95 X 3	\$570.00
Mileage X 2	\$100.00
Gas X 2	\$200.00
Meals X 2	\$240.00
Total	\$1620.00

ROSEBURG (2 people, 2 vehicles)

Cost of show	\$300.00
2 rooms @\$68 X 3	\$410.00
Mileage X 2	\$100.00
Gas X 2	\$200.00
Meals X 2	\$240.00
Total	\$1250.00

MEDFORD (2 people, 2 vehicles)

Cost of show	\$400.00
2 rooms @\$68 X 3	\$410.00
Mileage X 2	\$100.00
Gas X 2	\$200.00
Meals X 2	\$240.00
Total	\$1350.00

Travel/Sportsmen Show Checklist

Show dates and schedule

Decide who is working what shifts (*2/shift recommended for Sac)

Motel reservations

City gas card(s)- City will reimburse driver at 10cents/mile

Expense request- \$30/day for meals, mileage + parking (motel & show)

Director business cards

GB visitor guides

GB brochures

GB postcards

Jet Boat brochures

Entry box (insert for give-a-ways. email required to win sign),

Entry forms & lots of pens

GB DVD's

GB vests

Bannerstands (3)

Fishing collage photos

Table, skirt & clamps

Director chairs

TV + stand

Other promotional materials (glass balls/geocache, JRJ bags)

Tape (packing & duct tape), scissors, tools, allen wrench,
extension cords

Jeff Ferguson

From: Debbie Peabody [debbie@peabodyweb.com]
Sent: Friday, February 18, 2011 4:51 PM
To: 'Jeff Ferguson'
Subject: FW: Seth's Blog : Two paths for successful group events

Two paths for successful group events

I'm talking about trade shows, SXSW, street marketing...

There are two ways to be glad you went:

1. An overwhelming show of force. When you have the biggest booth, when you are the buzz of the event, when you are everywhere people look, you reinforce your position as the leader.
2. Powerful personal interactions. Not with everyone. Just with people who want to talk with you, who will benefit from a powerful exchange. Not mass, but high in value. Even better, designing these interactions (and your product) so that this small number of people set out to evangelize their peers on your behalf.

The mistake almost everyone makes is to do both. Or to believe that they know a cheap shortcut on their way to #1. Or to get too busy chasing (and failing) at mass that they don't have time to do the personal.

Years ago, the company I worked for spent millions at various venues of the Consumer Electronics Show. We were there, we were sort of big and we sort of won. But not really. Too much noise, too much competition, we were neither. By trying to reach as many as we could, we were never intimate enough to generate conversations that mattered or ideas that spread...

Once again, it comes down to scale. If you staff and invest appropriately, you don't have to 'win' the show to make it worth the trip. On the other hand, if you're setting out to win and investing at the appropriate level, you *better* win.

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DRAFT MINUTES
February 14, 2011
CITY COUNCIL MEETING

Call to order: Time: 6:30PM

1. **The pledge of allegiance**

2. **Roll Call:**

	Present	Absent
Mayor James Wernicke	X	
Council Position #1 Jeff Crook	X	
Council Position #2 Larry Brennan	X	
Council Position #3 Brice Gregory		X
Council Position #4 Doug Brand	X	
Council Position #5 Tamie Kaufman	X	
City Administrator Ellen Barnes	X	
Student Liaison Alayna Brand	X	

3. **Special Orders of Business:**

The Mayor received two Citizen Comment from the Audience forms. Both addressed Urban Renewal issues, which was on the agenda later under Miscellaneous items. The Mayor said the citizens could speak at the same time since they wished to address Urban Renewal.

Police Chief, PJ Janik, presented Officer Jeff Wood with Corporal stripes and promoted him to that position. Janik said he “threw down a challenge” to his officers last year and told them the first officer to receive their Intermediate certificate would be promoted. Wood completed not only his Intermediate but also his Advanced certification. Everyone congratulated Wood.

4. **Consent Calendar**

- Bills payable January, 2011
- October 12, 2010 City Council minutes
- 2nd quarter FY 2010-11 financial statements

City Administrator Ellen Barnes presented the second quarter financial statements. She said the good news is we are “very financially stable.” Barnes explained the data she was presenting was for the quarter ending December 31, 2010, which would be the half year mark. She started with the General fund revenues: property taxes are at 88% collected to date. She said revenues were tracking well. Barnes noted that later in the meeting the council would be discussing a supplemental budget. She pointed out the planning fees line item and the offsetting expense line. The municipal court revenue at half year is already at 89% of revenue. Barnes said the council might

want to take a closer look at this line item. She said the revenue should be dedicated to a specific purpose such as sidewalks, improvements along Hwy 101, Parks & Recreation, a rainy day fund, or Emergency Management. Overall, midyear, the General fund is at 76% of revenue budgeted. Expenditures are all at or lower than the 50% mark, which is where we should be at midyear. Barnes said she is not seeing anything that is disturbing on any level but that she also wanted the council to see the figures.

Barnes briefly explained the purpose of the unappropriated ending fund balance. She pointed out the months of July through October that showed an excess of expenses over revenues. November the property taxes are received which equalizes the revenues/expenditure ratio. The unappropriated balance that is carried into the new year is meant to get the city through those July-October months before tax revenue is received.

Barnes also pointed out the difference between the beginning fund balance of \$418K and the \$232K unappropriated fund balance. As a government entity, we should have those figures as close to zero in difference as possible. She says the difference is telling us that we have more revenues than we have expenditures, which is not necessarily a good thing. She said it's a "good" problem, but still a problem. We shouldn't be making money, rather, revenues should be matching expenditures.

The Promo fund was discussed next. The fund is currently at 63% of projected revenue. Barnes said overall Transient Room Tax is declining though. There is a downward trend. It's not steep but it is consistently going down. She said receipts are down about 3% over last year. Barnes said the Visitor Center loan was paid off in December which lowered the ending fund balance but that was a strategic budget move that was made because of the interest rate on the loan vs. savings interest.

Barnes discussed the State Revenue Sharing fund. She said the revenue is in the red at this point but that is due to the nature of the receipt of the funds from the state. The money is expected from the state, but it comes when it comes.

The Hunter Creek Heights water fund will also be paying off their loan this year. Any excess revenue will be moved into the Water Reserve fund.

Barnes moved on to the Water and Sewer Utility funds. The Water fund is at 50% of revenues, expenditures are at about 30%. Overall the fund is very stable. Regarding the Sewer fund, Barnes had the council recall the presentation of the sewer rate study last month. She said, as it was pointed out by the study, currently expenditures are slightly exceeding revenues.

The Mayor felt the "mid-year download" was a good idea not just for the council, but for the community to see that the city is in good shape and finances are being watched. Barnes said this was helpful going into budget season to help "fine tune" the budget for next year. Councilor Tamie Kaufman commented that one of the reasons the city has a healthy beginning fund balance is that just because expenses were budgeted doesn't necessarily mean it was spent—like the federal government does. Barnes pointed out though that there is fine line between too much revenue

and not enough expenditure. The beginning fund balance is not a reserve account or a savings account, so if there is more revenue than expenditure it should be earmarked for a specific purpose—whether that is a rainy day fund, or a project fund. It doesn't have to be expended, but it does need to be identified for a specific purpose. Brief discussion about possible earmarks for any excess revenues such as unfunded PERS liability, unemployment, self-insurance, depreciation of vehicles or other capital assets, or other rainy day savings.

MOTION:

Councilor Doug Brand made a motion to approve the Consent Calendar. Councilor Jeff Crook seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none, he called the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

5. Citizens Comments

Citizen comments from the audience as presented to the Mayor

Comments reserved for Urban Renewal.

6. Public Hearing

- a. Supplemental Budget (see Resolution R1011-24)
- b. Skatepark

Supplemental Budget-CA Barnes gave a brief report on the proposed supplemental budget. The supplemental budget included the following: planning revenues and expenditures, replacement of front office flooring due to mold, IT room improvements, Visitor Center parking lot resurfacing, computer server upgrade and council technology. Barnes explained that most of the supplemental budget expenditures were not new funds but savings realized in medical insurance so this was moving funds previously appropriated. There were no questions or comments from the audience.

MOTION:

Councilor Jeff Crook made a motion to adopt Resolution R1011-24, a resolution adopting a supplemental budget, making and transferring appropriations. Councilor Larry Brennan seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none, he called the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		

Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

The Mayor announced the next public hearing, which related to the skatepark. CA Barnes said the public hearing was to solicit input from the public on whether the city should take over the park in order to secure grant funding to finish the skatepark. Barnes explained that if the City fails to secure the state grant funding that the property would revert back to the non-profit skate park group. Barnes said it would be a positive thing for the city since a lot of people use the park and it would help the skatepark group finish the park sooner.

The Mayor noted there was no one that came to the public hearing. Councilor Jeff Crook said it was a "natural extension" of our existing park. He said it made sense. He said a lot of kids would benefit by finishing the park. The Mayor asked about a contract with the non-profit about the upkeep and ownership. Barnes said the city attorney would have to draw up a contract between the city and the group and clearly specify that the group would donate the land but if the grant did not go through that the land would revert back to the skatepark group. The group would still maintain the park but the city would have to be the owners for at least 25 years due to the terms of the grant. Councilor Larry Brennan asked if there had been any dialogue between the skatepark group and the city yet. Barnes said that she has had several conversations with the skatepark and that the City hosted two public hearings earlier in the month for people to discuss the idea. No one attended. No one attended tonight either.

Barnes said if the council wanted to move forward that she would continue with negotiations with the skatepark people. The Mayor recognized audience member Katherine Valentino. Valentino wondered if anyone had conducted any studies, or if the police department had any idea of the amount spent on juvenile delinquency as opposed to the amount of money that wouldn't be spent if the kids had "a skatepark and a decent place to hang out." Valentino said she would be willing to research on the internet if the council wanted that. She also commented that her grandson was a skater and would utilize the park.

The Mayor recognized Roy Lavender. Lavender said, in principal, he was in support of the skatepark. He was concerned that the council be aware of maintenance and insurance costs that would be required. Barnes said there are maintenance expenditures but it would be like any other city park or facility. Barnes said there wouldn't be liability issues because the State of Oregon has "recreational immunity" which provides immunity to public agencies for park and recreational facilities. Brief discussion about other park maintenance issues.

Councilor Kaufman agreed with Councilor Crook about the park location and extension of Buffington Park. Kaufman said she liked the idea of the public/private partnership. She commented that the Gladys Doll fund several years back was

earmarked for a swimming pool or a skatepark. The city used the funds for something else. This is an opportunity to fulfill Doll's wishes for recreation for kids.

Councilor Doug Brand asked if there were issues regarding environmental regulations. Planning Director, Jodi Fritts, said there were no more regulations than are currently assigned to the property. The ownership does not affect how the rules apply. Fritts commented that the same creek that ran through Buffington Park also runs through this property. She also noted that if conservation were the issue, the City was in a better position to enforce than the non-profit. Barnes agreed that it gave the City control over the environmental issues. She said part of the grant application had specific environmental standards that have to be addressed. Fritts commented that the skatepark had recently received a grant from the Oregon Watershed Enhancement Board (OWEB) for a bioswale on the property.

The Mayor asked Barnes if she would be the person to put the application together. She said that even though no one came to the public hearing she has people approaching her asking the City to finish the park. The Mayor asked Barnes if she needed a motion from the council to proceed. Barnes said yes, she would like a motion to show the official approval to proceed.

Councilor Brand asked if there would be lights afterhours? Fritts said there were regulations for the other parks for daylight to dusk hours so those would apply to the skatepark as well.

The Mayor closed the public hearing at 7:18.

MOTION:

Councilor Tamie Kaufman made a motion to move forward with the skatepark in applying for a grant and doing what we need to with the current ownership to do so. Councilor Doug Brand seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none, he called the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

7. Citizen Requested Agenda Items

There were no Citizen Requested Agenda Items scheduled.

8. Public Contracts and Purchasing

Clean Water State Revolving Fund Wastewater Treatment Plant interim financing loan agreement (see Resolution R1011-25)

CA Barnes said a copy of the loan agreement was included in the council packets. Barnes explained this is the interim financing for the Wastewater Treatment Plant construction. The interim funding would be paid off with the loan from USDA. Barnes explained this was a short term construction loan, approximately 15 months, for 1.1% interest and no other loan fees. Barnes said this was the best loan out there right now. The other offer we had was from Sterling Savings Bank –no less than 4% plus loan origination and other fees. Barnes said it was unusual for DEQ to fund this amount of money. The City was lucky in that DEQ had allocated funds to another jurisdiction that didn't end up using it so they gave it to us.

MOTION:

Councilor Larry Brennan made a motion to approve resolution R1011-25, a resolution authorizing the City Administrator to execute a loan agreement with DEQ for interim financing for the wastewater treatment plant improvement project. Councilor Jeff Crook seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none, he called the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

Councilor Kaufman thanked Barnes for the hard work she had done on securing the funding and for saving the City “a ton of money.”

9. Ordinances & Resolutions

- a. R1011-23, CAL/OR Fire Chiefs Mutual Aid agreement resolution
- b. R1011-24, supplemental budget resolution
- c. R1011-25, SRF interim financing resolution
- d. R1011-26, TGM grant application resolution
- e. R1011-27, resolution appointing Municipal Judge
- f. Ordinance 638, retention and disposal of public records

For the Mutual Aid agreement, Barnes said she had brought back the resolution with the information that the council previously requested: Attachment A, which is the equipment that could be exchanged in a MA event; and the participating members of the various agencies. Barnes discussed the concerns that the council had with contract and about the indemnification issue. Barnes said the city attorney reviewed the contract and she did have concerns also. The attorney didn't feel the contract was very well written. Barnes talked with Chief Sharp (from Brookings) and he said six other agencies have already signed the agreement and he wasn't sure what our attorney was getting hung up on.

Barnes said the document is only a Mutual Aid Agreement and the City is not bound to respond when asked—it is voluntary. In that light, it may be better to just go ahead and sign the agreement and if we get into a California event we can deal with it at that time. Barnes felt it was important to “demonstrate our commitment” to other communities in the event of an emergency. General discussion followed on the mutual aid agreement and how and when it would likely be used, especially in the event of a California incident.

MOTION:

Councilor Tamie Kaufman made a motion to approve resolution R1011-23, a resolution approving the terms and conditions of the CAL/OR Fire Chiefs Mutual Aid Agreement. Councilor Jeff Crook seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none, he called the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

The next item in the Ordinance & Resolution portion of the meeting was the Supplemental Budget resolution. This resolution was previously addressed. The SRF interim financing resolution was also previously addressed. The next resolution addressed the Transportation Growth Management grant application.

CA Barnes explained this grant proposal. Barnes said she had submitted a pre-application to ODOT and they actually requested that we increase the amount of grant requested from \$25K to \$40K. ODOT and DLCD, the granting agencies, were “thrilled” that Gold Beach was interested in grant funds. The grant would fund an engineering consultant to develop a Transportation System Plan (TSP) for the City.

MOTION:

Councilor Tamie Kaufman made a motion to approve resolution R1011-26, a resolution authorizing the City Administrator to submit a grant application for transportation system planning for improvements along Ellensburg Avenue. Councilor Doug Brand seconded the motion.

Mayor Wernicke called for discussion or debate. Councilor Crook said this was an important project and anything we can do to improve Hwy 101 would be great. Councilor Brennan asked about the 11% match required for the grant. Barnes said the match could be in actual \$\$ or in-kind services. The 11% would amount to about \$4,000. Most likely that would be in-kind staff time.

The Mayor called for the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

Councilor Kaufman asked Barnes if the consultants could coordinate with Planning, Parks, and the Urban Renewal committees. General discussion on the transportation plan.

The next resolution was for the re-appointment of Municipal Judge, Rod Black. Barnes said this was an annual appointment that is required by the City Code.

MOTION:

Councilor Jeff Crook made a motion to adopt resolution R1011-27, a resolution reappointing Rod Black as City of Gold Beach Municipal Court Judge. Councilor Larry Brennan seconded the motion.

Mayor Wernicke called for discussion or debate.

The Mayor commented that Judge Black had done an excellent job and in addition to his Judge duties he had found an alternative system for collection of delinquent fines. He said this was very beneficial to the city. The Mayor called for the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

The next item was a housekeeping ordinance. CA Barnes said the city attorney identified it last month when we approved a resolution for destruction of certain records. The attorney pointed out that records retention is an administrative function that doesn't need legislative approval. Records retention is governed by state regulations. Barnes said the current city ordinance requires a resolution reviewed by council, staff, and the city attorney. The ordinance before the council would repeal that process and just make it an administrative function. Discussion on how to adopt the ordinance: title only or approve tonight by reading in its entirety.

MOTION:

Councilor Tamie Kaufman made a motion to approve Ordinance 638 by title only: An ordinance repealing Ordinance No. 404 governing retention and disposal of public records of the City of Gold Beach. Councilor Doug Brand seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none, he called the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

The second reading will be before the council

10. Miscellaneous Items (including policy discussions and determinations)

- a. Fiscal year 2011-2012 draft Budget Calendar
- b. Urban Renewal discussion

CA Barnes said this was the basic calendar that the City has followed in the past.

The next item was a discussion on Urban Renewal. The Mayor said there were two citizens that had submitted Citizen Comment forms. The first person was Laurie Brand.

Brand introduced herself and said she was the current Chair of the Urban Renewal Agency (abbreviated as URA hereafter). Brand read a letter into the record regarding questions she had about decisions she felt the council had made about the URA without their involvement. She felt the agency was in "jeopardy" and that she and other members of the agency had been told by the council liaison that their services were no longer needed. She had other concerns and wished to know when those decisions had been made and when the public meeting had occurred when those decisions were made.

The next person to speak was Katherine Valentino, also a member of the URA. Valentino said she was the administrative person for the committee. At the January 27th meeting she said she was dismayed to hear their services were no longer needed. Valentino said she was here to urge the council to allow the agency to proceed. She had several reasons why they agency should proceed and listed them for the council. She felt the persons on the agency were qualified and could do the work needed.

Councilor Brennan, liaison to the URA, addressed some of the concerns that had been expressed. Brennan said in the beginning, after the town hall meetings last year, it seemed appropriate to have citizen volunteers work on the urban renewal formation process. Brennan felt at the time the agency was actually formed, that the council did not fully understand the role and responsibilities of the agency, and the amount of staff and council time that was needed for a successful agency. The more time that was spent on researching how an urban renewal agency functions, the more Brennan felt it was appropriate for the council to be the agency rather than a separate body. Brennan clarified that no consultant had been selected or even solicited to put together an urban renewal plan. Brennan read the requirements for

an urban renewal consultant that he received from another city. He felt the large amount of work required would go beyond what could be expected from volunteers and would require a professional in the field. Brennan said the cities of Brookings and Bandon council's function as the URA and the councils make all the decisions in public meetings just like a council meeting. Brennan felt the council should change the structure of the URA and have the council become the agency.

Councilor Doug Brand said according to the workshops they attended, 80% of the Urban Renewal Agencies in Oregon are council operated. The other 20% are independent agencies. Brand said that from what he has read the reason for the council run agencies is that they "have agendas they want to take care of." Brand commented that even though it was 80/20 it still worked and there was no reason why there couldn't be an agency independent of the council. Brand felt since our community was so small an independent agency was good.

General discussion on the pro/con of urban renewal. The Mayor felt that feasibility was the real issue. Before we start talking about the work to be done, it should be determined whether a district was even possible. The Mayor felt a professional was needed to do a feasibility study. More discussion. Brennan said before a study could occur, funds would be needed to pay for it.

CA Barnes offered some clarification. The URA was formed by ordinance, which is a law that says: "this agency exists." She compared the council/agency relationship to that of parent/child. The agency is not a committee or a commission—it is a separate entity from the city. Barnes said the two models for agencies are: council run or citizen agency. Even if the council runs the agency, it is still a separate entity. If the agency is citizen run, it acts similar to a taxing district, such as the port. The council—other than choosing the make-up of the agency, does not control what the agency does as a board. The council has the authority to change the makeup of the agency or dissolve the agency but it has to be by ordinance.

Barnes said that as a separate agency they could only incur debt. They can't have assets or resources, which poses a challenge: how do they develop a plan without resources? City staff and resources are not there to serve the agency--they must have their own. Barnes said that generally most municipalities will have an intergovernmental agreement (IGA) with their URA which will provide seed money to hire a consultant, hire an attorney, and help with staff time. Barnes said that was the stumbling block at this time—we don't have an IGA so it's unclear who is doing what, and who is responsible for what.

Barnes said generally the first step is a feasibility study. This isn't a plan, but a study to see if urban renewal can work in the community. That involves defining blight, defining the problem, a plan to address the problem, and a plan to fund the improvements and service the debt. This process is not the council's responsibility, but the responsibility of the URA. More discussion on the process.

Councilor Tamie Kaufman said she wanted to apologize to the agency members. She said she was not sure what had transpired but she heard from their presentations tonight that they felt hurt. She said the council had not made any decisions to

terminate the agency. Kaufman said her biggest concern with the agency was that we don't have staff time to support it. Kaufman said she felt the best answer was to budget next fiscal year to give the agency some money to decide what they want to do: hire a consultant, hire staff, work with the city to hire someone part-time. Kaufman felt the City should give them the seed money to see what they need to get things done. Discussion on funding options.

Discussion on the difference between feasibility study and actual urban renewal plan. Barnes said she felt there was rushing on both sides and that everyone needed to slow down and take the time to " assess this community and what this community needs".

More discussion on the line of demarcation of responsibilities between the council and the URA. Who is responsible for what and how. Councilor Brennan voiced his concerns again about the level of expertise needed to proceed. More discussion

MOTION:

Councilor Tamie Kaufman made a motion to request the Urban Renewal Agency propose an intergovernmental agency agreement, propose a budget, and for communication purposes, provide the city council with minutes. Initially, no second. Lengthy discussion on funding the agency, taxing districts, responsibilities of the agency and the council, and feasibility study.

Councilor Doug Brand asked Kaufman to restate the motion. After clarification, Councilor Brand seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none he called the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

The Mayor then asked about the vacancy on the URA. Fritts said there was one vacancy and that person could live within the Urban Growth Boundary (UGB) rather than within the city limits. Councilor Brennan said the agency permits another council member if a vacancy exists for more than 60 days. The Mayor asked if any other councilors were interested. Councilor Crook volunteered.

MOTION:

Councilor Tamie Kaufman made a motion to appoint Jeff Crook to the Urban Renewal Agency. Councilor Larry Brennan seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none, he called the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	abstain		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

Councilor Brand thanked the members of the URA for their hard work. The Mayor agreed.

11. City Administrator's Report

CA Barnes gave her Administrator's report which covered: Emergency Management Services, Administration, Finance & Planning, Fire Services, Police Services, Public Works, and the Visitor Bureau. The complete report is attached to the minutes.

12. Mayor and Council Member Comments

- a. Mayor James Wernicke
- b. Councilors
 - 1) Jeff Crook
 - 2) Larry Brennan
 - 3) Brice Gregory
 - 4) Doug Brand
 - 5) Tamie Kaufman
- c. Student Liaison, Alayna Brand

MAYOR: Happy Valentines Day. March 2nd the Mayor will be going to Mayor's Day in Salem and will be meeting with our state legislators. The Mayor thanked Police Chief, PJ Janik, for the great work he has done during his tenure. He's done a "helluva" job and the Mayor expressed pride on having met and worked with Janik. Agreement and applause.

CROOK: agreed with the Mayor regarding Chief Janik.

BRENNAN: echoed thanks to Chief Janik.

BRAND: Brand had a statement he wished to read and said it was his own statement and should not be reflective of the city or other councilors. Brand expressed his anger regarding how some locals have been gathering and selling the glass balls that the Visitor Center has been placing and promoting for tourists to visit Gold Beach. He felt this was undermining the promotion committee and their efforts and that by taking the balls the locals were "stealing" from local businesses.

KAUFMAN: Thankful to the council and staff for their hard work, and wished Chief Janik was not leaving.

STUDENT LIASION BRAND: Gave the calendar for upcoming month. Brand said the annual Project Graduation dinner and auction would be held at the fairgrounds on March 5th. Brand said the funds go to the Safe and Sober graduation party.

CA Barnes shared a compliment from the Jeff Davis, the principal at the high school, regarding Officer Chris Kinney. He said Kinney was doing a great job with the students at the school regarding issues related to drug use.

13. Citizens Comments

There were no additional written citizen comments.

14. Executive Session

There was no executive session.

The next regularly scheduled meeting of the Gold Beach City Council will be Monday, March 14, 2011, at 6:30PM in the Council Chambers of City Hall, 29592 Ellensburg Avenue, Gold Beach, Oregon

CA Barnes reminded the council that there would be a special meeting on February 28, 2010, at 6:30PM to hear the LUBA remand of the Emerald Pacific subdivision appeal.

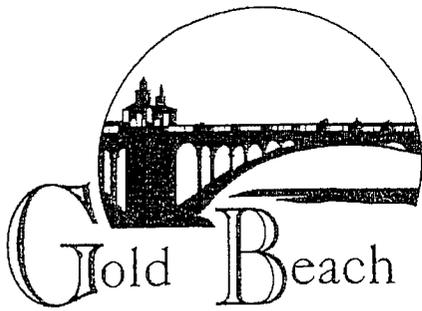
MOTION:

Councilor Tamie Kaufman made a motion to adjourn. Councilor Doug Brand seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none, he called the vote.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

15. Adjourn Time: 9:18PM



DRAFT MINUTES
February 28, 2011
LUBA REMAND HEARING

Call to order: Time: 6:31PM

1. **The pledge of allegiance**

2. **Roll Call:**

	Present	Absent
Mayor James Wernicke	X	
Council Position #1 Jeff Crook	X	
Council Position #2 Larry Brennan	X	
Council Position #3 Brice Gregory		X
Council Position #4 Doug Brand	X	
Council Position #5 Tamie Kaufman	X	
City Administrator Ellen Barnes	X	
Student Liaison Alayna Brand		X

3. **Special Orders of Business:**

There are no Special Orders of Business

4. **Consent Calendar**

There are no Consent Calendar items

5. **Citizens Comments**

There were no Citizen comments from the audience.

6. **Public Hearing**

- a. LUBA REMAND 2009-066, Gold Beach file GBA-0801

The Mayor opened the public hearing. City Planner, Jodi Fritts, outlined the purpose for the meeting. Fritts explained that after discussions with legal counsel the plan is to continue the hearing and re-open the written record for fourteen (14) days to allow testimony as it relates to the remand issues only. Fritts explained what she needed from Council tonight was a motion that re-opened the record, and continued the hearing to a date certain for deliberations and oral decision.

Fritts then asked each member if they had any ex-parte contacts, if they had any bias, or if there were any conflicts-of-interest. Fritts polled each member beginning with Councilor Jeff Crook: Crook said he had none. Councilor Larry Brennan: none. Councilor Doug Brand: none. Councilor Tamie Kaufman: Kaufman said she had been a member of the Planning Commission when the original subdivision approval had been issued. She was still a member of the Commission for the request to

modify the condition that had lead to the current appeal. She also said that one of the Petitioner Intervenors-Wade Abke, was a tenant of hers but she was unaware he was involved in the appeal and she had not discussed this matter with him. She also said she managed two of the condominiums that are neighbors to the subject properties. Again, she said that she had not discussed the issue with either of the condo owners or their tenants. Fritts asked her if she felt she could be fair and impartial. She said that she felt she could. Fritts asked if anyone wished to challenge Kaufman. No challenges.

Councilor Brennan asked Councilor Kaufman, since she had been on the Planning Commission, if the Commission had jurisdiction over the sign. Kaufman said no. He asked her if there was an ordinance that regulated private streets. Kaufman said the subdivision ordinance regulated this proposal since it was a subdivision application. Brennan clarified that Panorama Drive was a private road. Kaufman said the approval was for a subdivision and at the time the applicants assumed, since they had an easement to Panorama Drive, that they would be able to access through there.

Brennan said LUBA said in the order that Panorama Drive was a private road. Brennan questioned whether the Council had jurisdiction over a private street. If the City did not have jurisdiction he questioned why the condition had been imposed. Kaufman said normally subdivision roads are dedicated to the city, or they could propose a private road maintained by the owners. She said the owners needed an extension of the access and at the time the owners didn't seem to think it would be an issue. Fritts clarified that there are actually two roads between the subject properties and Hwy 101: Panorama Drive and then Ruby's Way. Fritts said that the Planning Commission made the determination that the entire length of the access from the subject properties to Hwy 101 should be made into a public street. Kaufman said her memory was there was a question at the time who actually owned the road and who had the ability to access and maintain it. Brennan asked if the Council would have the information about the Panorama Drive ownership later? Brennan clarified the request: if Panorama Drive was a private road, does the City have jurisdiction? Brennan felt if it was not governed by ordinance than the Condition could not imposed or enforced. Fritts re-stated the request so it was clear: specifically, the Council wants to know the jurisdiction over private and public roads within the city. Brennan agreed.

Mayor Wernicke asked if anyone was ready to make a motion.

MOTION:

Councilor Tamie Kaufman made a motion to reopen the record for written testimony as it relates to the remand issues only until 5PM, March 14, 2011. Councilor Jeff Crook seconded the motion.

Mayor Wernicke called for discussion or debate. Councilor Brennan asked about when Fritts was going to be gone and if the date for the record was correct. Fritts clarified that she would be gone the last week of March so the hearing couldn't resume then but this motion was for the written testimony only. A second motion

would be needed for when to reconvene the hearing. The Mayor called for the question.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

Discussion about the April 11, 2011, regular agenda items and what else may be on the agenda.

MOTION:

Councilor Tamie Kaufman made a motion to continue the hearing to April 11, 2011 at 6:30PM. Councilor Larry Brennan seconded the motion.

Mayor Wernicke called for discussion or debate, hearing none he called for the question.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

7. **Citizen Requested Agenda Items**

There were no Citizen Requested Agenda Items.

8. **Public Contracts and Purchasing**

There were no Public Contracts & Purchasing Items scheduled.

9. **Ordinances & Resolutions**

There were no Ordinances & Resolutions scheduled.

10. **Miscellaneous Items (including policy discussions and determinations)**

There were no miscellaneous items scheduled

11. **City Administrator's Report**

12. **Mayor and Council Member Comments**

- a. Mayor James Wernicke
The Mayor had no comments

- b. Councilors
 - 1) Jeff Crook: None
 - 2) Larry Brennan: None
 - 3) Brice Gregory: Absent
 - 4) Doug Brand:
Councilor Brand reminded those present that the Project Graduation fundraiser dinner will be Saturday, March 5th at 6PM at Docia Sweet.
 - 5) Tamie Kaufman: None
- c. Student Liaison, Alayna Brand

13. Citizens Comments

There were no written requests as presented.

14. Executive Session

No Executive Session was scheduled.

The next regularly scheduled meeting of the Gold Beach City Council is Monday, March 14, 2011, at 6:30PM in the Council Chambers of City Hall, 29592 Ellensburg Avenue, Gold Beach, Oregon

MOTION:

Councilor Doug Brand made a motion to adjourn. Councilor Jeff Crook seconded.

Mayor Wernicke called for discussion or debate, hearing none he called for the question.

Record of Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstain</i>
Council Position #1 Jeff Crook	X		
Council Position #2 Larry Brennan	X		
Council Position #3 Brice Gregory	absent		
Council Position #4 Doug Brand	X		
Council Position #5 Tamie Kaufman	X		
MOTION CARRIED UNANIMOUSLY			

15. Adjourn Time: 6:45PM

The location of the hearing/meeting is accessible to the disabled. Advance notice is requested if special accommodations are needed. Call 541-247-7029 so that appropriate assistance can be provided. The City of Gold Beach is an affirmative action EEOE and complies with section 504 of the rehab act of 1973. Complaints of discrimination should be sent to: USDA, Attention Director, Office of Civil Rights, Washington, D.C. 20250-9419

City of Gold Beach
Curry County, Oregon

UMPQUA
MONEY MARKET SAVINGS

FOR THE PERIOD ENDING
01/31/2011

<i>FUND:</i>	<i>AMOUNT</i>
10304 SEW LINE SAVINGS UMPQUA	161,321.01
12303 GEN FUND SAVINGS UMPQUA	597,244.15
16303 MUNI UMPQUA SAVINGS	30,020.38
21305 STREETS UMPQUA SAVINGS	100,589.38
22300 WATER SAVINGS UMPQUA	301,928.67
23306 SEWER SAVINGS UMPQUA	490,616.16
24303 PROMO SAVINGS UMPQUA	88,537.82
26305 HCH/EM WATER LID UMPQUA SAVINGS	74,257.95
51303 STATE REV SHARING UMPQUA SAVINGS	5,011.73
54303 SCA UMPQUA SAVINGS	17,791.41
63305 STP UMPQUA SAVINGS	47,916.36
64303 WATER RESERVE SAVINGS UMPQUA	102,696.40
74306 SEWER RESERVE SAVINGS UMPQUA	1,448,113.83
92303 UNINSURED LOSS UMPQUA SAVINGS	60,497.29
93307 BRF UMPQUA SAVINGS	111,389.99
94303 FIRE TRUCK UMPQUA SAVINGS	118,338.38
<i>TOTAL CASH IN MONEY MARKET</i>	<u><u>3,756,270.91</u></u>

City of Gold Beach
Curry County, Oregon

STERLING
MONEY MARKET SAVINGS

FOR THE PERIOD ENDING
01/31/2011

<u>FUND:</u>	<u>AMOUNT</u>
10302 SL 101 STERLING SAVINGS	54,659.86
12302 GEN FUND SAVINGS STERLING	11,895.49
12306 PARK HOME DEP STERLING SAVINGS	592.38
13302 PD DONATIONS STERLING SAVINGS	242.80
16302 MUNI COURT STERLING SAVINGS	16,291.94
21302 STREETS STERLING SAVINGS	40,473.02
21303 STREETS SDC NR STERLING SAVINGS	15,641.68
21304 STREETS SDC RESTRICTED STERLING SAVINGS	37,590.00
22302 WATER SAVINGS STERLING	270,383.90
22308 WATER DEPOSITS STERLING SAVINGS	55,768.15
23302 SEWER SAVINGS STERLING	176,375.35
24302 PROMO SAVINGS STERLING	21,775.74
26302 HCH/EM HILLS STERLING SAVINGS	9,474.76
26303 HCH RE IMB STERLING SAVINGS	249.22
26304 EH RE IMB STERLING SAVINGS	21.71
51302 SRS STERLING SAVINGS	7,502.43
54302 SCA STERLING SAVINGS	8,452.07
63302 STP STERLING SAVINGS	9,996.98
64302 WATER RESERVE SAVINGS STERLING	6,912.06
74302 SEWER RESERVE SAVINGS STERLING	74,909.99
74305 SR SDC RESTRICTED STERLING SAVINGS	28,370.79
92302 UNINSURED LOSSES STERLING SAVINGS	4,991.12
93302 CITY HALL BRF STERLING SAVINGS	83,515.60
93303 PW SHOPS BRF STERLING SAVINGS	116,092.02
93308 VIS CTR BRF STERLING SAVINGS	18,003.82
94302 FIRE TRUCK RESERVE STERLING SAVINGS	52,795.39
TOTAL CASH IN MONEY MARKET	<u>1,122,978.27</u>

City of Gold Beach
Curry County, Oregon

STERLING
CHECKING BY FUND

FOR THE PERIOD ENDING
01/31/2011

<u>FUND:</u>	<u>AMOUNT</u>
10301 101 SEWER LINE CHECKING	0.00
12301 GEN FUND CHECKING	588.77
21301 STATE TAX STREET/CHECKING	(531.96)
22301 WATER CHECKING	77,088.40
23301 SEWER CHECKING	20,966.89
24301 PROMO CHECKING	0.00
26301 HCH/EH WATER PROJECT CHECKING	0.00
51301 STATE REVENUE SHARING CHECKING	0.00
54301 SPECIAL CITY ALLOTMENT CHECKING	0.00
63301 SEWER TREATMENT PLANT CHECKING	0.00
64301 WATER INFRASTRUCTURE CHECKING	0.00
74301 SEWER RESERVE CHECKING	175,010.81
92301 VEHICLE PHYSICAL DAM CHECKING	0.00
93301 BLDG RESERVE FUND CHECK	0.00
94301 FIRE TRUCK RESERVE CHECKING	39,170.47
TOTAL CASH IN BANK	<u>312,293.38</u>

City of Gold Beach
Curry County, Oregon

FINANCIAL STATEMENT
CERTIFICATES OF DEPOSITS

FOR THE PERIOD ENDING
01/31/2011

<i>FUND:</i>	<i>AMOUNT</i>
10303 SEWER LINE 101 CD	0.00
12307 GEN FUND CD	0.00
21202 STREET SWEEPER CD	20,000.00
22201 RES REPAINTING-WATER FUND	0.00
22309 WATER UTILITY CD	0.00
22303 WATER DEPOSITS CD #1	0.00
22307 WATER DEPOSITS CD #2	83,356.77
22304 WATER DEPOSITS CD #3	0.00
22310 MULTIUSE TRUCK CD WATER 1/2	0.00
23304 MULTIUSE TRUCK CD SEWER 1/2	0.00
21203 MULTIUSE TRUCK 2-STREETS 10%	0.00
22202 MULTIUSE TRUCK 2-WATER 45%	0.00
23201 MULTIUSE TRUCK 2-SEWER 45%	0.00
23305 SEWER UTILITY CD	0.00
24304 PROMO CD	0.00
63303 I&I CD	108,115.43
64304 WATER RESERVE CD #1	202,300.07
64305 WATER RESERVE CD #2	0.00
74303 DEQ LOAN RES CD	0.00
74304 SEWER RESERVE CD	0.00
93304 SHOPS BRF CD	0.00
93305 CITY HALL BRF CD	0.00
93306 RESERVOIR REPAINTING	57,660.29
94304 FIRE TRUCK CD #1	118,811.15
94305 FIRE TRUCK CD #2	0.00
TOTAL CERTIFICATES OF DEPOSIT	590,243.71

City of Gold Beach
GENERAL FUND

REVENUES
FOR THE PERIOD ENDING 01/31/2011

<u>REVENUES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>PROPERTY TAXES</u>					
12501	PROPERTY TAXES CURRENT	462,034.00	6,457.76	408,530.64	88.42%
12502	PROPERTY TAXES PRIOR YEAR	10,000.00	1,807.31	17,018.92	170.19%
	TOTAL PROPERTY TAXES	472,034.00	8,265.07	425,549.56	90.15%
<u>FRANCHISE FEES</u>					
12504	TELEPHONE	20,500.00	0.00	0.00	0.00%
12505	TELEVISION	19,600.00	0.00	20,459.83	104.39%
12507	SOLID WASTE (cash)	14,500.00	1,387.72	8,854.46	61.07%
12508	STREET LIGHTING	20,400.00	1,775.00	12,900.00	63.24%
	TOTAL FRANCHISE FEES	75,000.00	3,162.72	42,214.29	56.29%
<u>FEES AND PERMITS</u>					
12506	TRANSIENT ROOM TAX	60,030.00	1,904.26	43,954.86	73.22%
12510	LIQUOR LICENSE FEES	1,480.00	35.00	520.00	35.14%
12511	SOCIAL GAMES FEES	270.00	0.00	300.00	111.11%
12513	BUSINESS LICENSE FEES	32,400.00	74.00	19,877.85	61.35%
12548	SIGN PERMITS	375.00	0.00	100.00	26.67%
12545	PLANNING FEES	5,000.00	200.00	2,450.00	49.00%
	TOTAL FEES AND PERMITS	99,555.00	2,213.26	67,202.71	67.50%
<u>INTERGOVERNMENTAL</u>					
12523	CIGARETTE TAX	2,814.00	0.00	1,700.82	60.44%
12524	LIQUOR TAX	29,400.00	1,921.98	11,135.06	37.87%
12527	911 PHONE TAX (pass through to CO)	10,479.00	0.00	5,206.21	49.68%
12528	DLCD PLANNING GRANT	5,000.00	0.00	0.00	0.00%
	TOTAL INTERGOVERNMENTAL	47,693.00	1,921.98	18,042.09	37.83%
<u>FINES AND FORFEITURES</u>					
12551	MUNICIPAL COURT FINES	30,000.00	0.00	27,698.00	92.33%
12553	CO CIRCUIT COURT FINES	2,000.00	51.71	949.93	47.50%
	TOTAL FINES AND FORFEITURES	32,000.00	51.71	28,647.93	89.52%
<u>MISCELLANEOUS REVENUE</u>					
12546	FIRE SERVICES CONTRACT	77,000.00	0.00	0.00	0.00%
12565	INTEREST EARNED	4,000.00	495.91	1,140.98	28.52%
12579	MISC REVENUE	3,000.00	229.56	10,540.60	351.35%
	TOTAL MISCELLANEOUS REVENUE	84,000.00	725.47	11,681.58	13.91%
<u>TRANSFERS INTO GENERAL FUND</u>					
12590-51	STATE REVENUE SHARING	15,000.00	0.00	15,000.00	100.00%
12590-21	STREETS INDIRECT	12,526.00	0.00	12,526.00	100.00%
12590-63	I&I FUND	2,137.00	0.00	2,137.00	100.00%
12590-74	WWTP INDIRECT	38,088.00	0.00	38,088.00	100.00%
12590-10	SEWER LINE 101 INDIRECT	1,399.00	0.00	1,399.00	100.00%
12590-22	WATER UTILITY INDIRECT	42,376.00	0.00	42,376.00	100.00%
12590-23	SEWER UTILITY INDIRECT	53,568.00	0.00	53,568.00	100.00%
	TOTAL TRANSFERS INTO GENERAL FUND	165,094.00	0.00	165,094.00	100.00%
<u>BEGINNING FUND BALANCE</u>					
12490	BUDGETED BEGINNING FUND BALANCE	418,000.00	485,033.07	485,033.07	116.04%
	TOTAL GENERAL FUND REVENUES	1,393,376.00	501,373.28	1,243,465.23	89.24%

City of Gold Beach
GENERAL FUND

NON-DEPARTMENTAL EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>EXPENDITURES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>MATERIALS AND SERVICES</u>					
12630	AUDIT SERVICES	30,000.00	850.00	14,335.00	47.78%
12636	LEGAL SERVICES	25,000.00	3,403.94	16,629.04	66.52%
12618	DUES & MEMBERSHIPS	2,500.00	0.00	2,314.93	92.60%
12640	MUNICIPAL CODE SERVICES	3,000.00	0.00	100.00	3.33%
12642	GIS MAPPING FEES	7,200.00	0.00	0.00	0.00%
	TOTAL MATERIALS AND SERVICES	67,700.00	4,253.94	33,378.97	49.30%
<u>CAPITAL OUTLAY</u>					
12663	FUND ACCOUNTING SOFTWARE	15,000.00	0.00	15,000.00	100.00%
	TOTAL CAPITAL OUTLAY	15,000.00	0.00	15,000.00	100.00%
<u>CONTINGENCY & RESERVES</u>					
12657	CONTINGENCY	65,000.00	2,230.22	2,230.22	3.43%
	TOTAL CONTINGENCY	65,000.00	2,230.22	2,230.22	3.43%
<u>TRANSFERS OUT TO OTHER FUNDS</u>					
12690-93	TRANSFER TO BUILDING RESERVE FUND	10,000.00	0.00	10,000.00	100.00%
12690-92	TRANSFER TO SELF FUND	7,000.00	0.00	7,000.00	100.00%
	TOTAL TRANSFERS TO OTHER FUNDS	17,000.00	0.00	17,000.00	100.00%
	TOTAL NON-DEPARTMENTAL EXPENDITURES	164,700.00	6,484.16	67,609.19	41.05%

City of Gold Beach
GENERAL FUND

CITY COUNCIL EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>EXPENDITURES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>MATERIALS AND SERVICES</u>					
15671	MAYOR COMPENSATION	1,200.00	100.00	700.00	58.33%
15672	COUNCIL COMPENSATION	5,700.00	475.00	3,325.00	58.33%
15702	WORKERS COMP	30.00	0.00	30.00	100.00%
15620	MAYOR TRAVEL	1,125.00	0.00	873.20	77.62%
15621	COUNCIL TRAVEL	5,625.00	0.00	3,682.70	65.47%
15610	COUNCIL OFFICE SUPPLIES	3,000.00	33.49	33.49	1.12%
15618	DUES/FEES/SUBS/PRINTING/POSTAGE	200.00	0.00	87.00	43.50%
15649	MISCELLANEOUS	100.00	0.00	45.50	45.50%
	TOTAL MATERIALS AND SERVICES	16,980.00	608.49	8,776.89	51.69%
	TOTAL CITY COUNCIL EXPENDITURES	16,980.00	608.49	8,776.89	51.69%

City of Gold Beach
GENERAL FUND

CITY MANAGEMENT EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>EXPENDITURES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>PERSONNEL SERVICES</u>					
18674	CITY ADMINISTRATOR	65,000.00	5,416.66	37,916.62	58.33%
18671	OFFICE SUPPORT SPECIALIST II	29,500.00	2,254.50	16,902.50	57.30%
18680	ADMINSTRATIVE SERVICES DIRECTOR (50%)	21,120.00	1,672.00	11,704.00	55.42%
18673	IT SPECIALIST	12,000.00	200.00	983.10	8.19%
18677	OVERTIME	500.00	0.00	0.00	0.00%
18679	OTHER SALARY ADJUSTMENT	200.00	0.00	0.00	0.00%
18701	FICA	9,700.00	0.00	0.00	0.00%
18700	RETIREMENT	14,000.00	2,222.77	7,238.28	51.70%
18705	PERS UAL COSTS	9,200.00	1,279.91	4,431.29	48.17%
18702	WORKERS COMP	500.00	0.00	500.00	100.00%
18703	MEDICAL INSURANCE	33,955.00	4,457.86	14,164.53	41.72%
18704	LIFE/LTD INSURANCE	300.00	153.39	251.03	83.68%
TOTAL PERSONNEL		<u>195,975.00</u>	<u>17,657.09</u>	<u>94,091.35</u>	<u>48.01%</u>
 <u>MATERIALS AND SERVICES</u>					
18624	ELECTRICITY	4,000.00	134.85	684.43	17.11%
18622	INSURANCE/BONDS	800.00	0.00	800.00	100.00%
18617	COMMUNICATIONS	3,000.00	311.51	1,140.85	38.03%
18618	DUES/SUBS/PRINTING/POSTAGE	1,500.00	76.65	1,751.25	116.75%
18620	TRAVEL/TRAINING/MEETINGS	4,000.00	122.70	4,234.27	105.86%
18613	BUILDINGS & GROUNDS	1,500.00	144.70	10,345.96	689.73%
18614	EQUIPMENT O&M	2,500.00	0.00	1,011.58	40.46%
18610	SUPPLIES/CUSTODIAL	7,000.00	71.75	3,748.14	53.54%
18621	TOWING FEES	500.00	0.00	0.00	0.00%
18640	CONTRACT SERVICES	5,000.00	0.00	2,435.00	48.70%
18635	911 TAX (pass through to County dispatch)	16,000.00	0.00	0.00	0.00%
18649	MISCELLANEOUS	500.00	0.00	381.94	76.39%
18626	STREET LIGHT FRANCHISE	20,400.00	1,775.00	12,900.00	63.24%
18638	SOLID WASTE SERVICES	1,500.00	58.84	353.01	23.53%
TOTAL MATERIALS AND SERVICES		<u>68,200.00</u>	<u>2,696.00</u>	<u>39,786.43</u>	<u>58.34%</u>
TOTAL CITY MANAGEMENT		<u>264,175.00</u>	<u>20,353.09</u>	<u>133,877.78</u>	<u>50.68%</u>

City of Gold Beach
GENERAL FUND

MUNICIPAL COURT EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>EXPENDITURES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
PERSONNEL SERVICES					
16671	MUNI COURT JUDGE	3,000.00	80.00	1,960.00	65.33%
16672	MUNI COURT CLERK	6,480.00	654.00	4,452.01	68.70%
16673	MUNI COURT BAILIFF	1,800.00	0.00	0.00	0.00%
16701	SOCIAL SECURITY FICA	900.00	0.00	0.00	0.00%
16702	WORKERS COMP	50.00	0.00	50.00	100.00%
16704	LIFE & LTD INSURANCE	50.00	0.00	0.00	0.00%
	TOTAL PERSONNEL	12,280.00	734.00	6,462.01	52.62%
MATERIALS AND SERVICES					
16610	SUPPLIES/CUSTODIAL	200.00	41.00	61.00	30.50%
16620	TRAVEL/TRAINING/MEETINGS	2,000.00	0.00	672.27	33.61%
16618	DUES/SUBS/PRINTING/POSTAGE	220.00	0.00	90.00	40.91%
16649	MISCELLANEOUS	30.00	0.00	0.00	0.00%
16640	CONTRACT SERVICES	600.00	69.00	339.94	56.66%
16631	CONTEMPT ENFORCEMENT	300.00	0.00	0.00	0.00%
	TOTAL MATERIALS AND SERVICES	3,350.00	110.00	1,163.21	34.72%
	TOTAL MUNICIPAL COURT	15,630.00	844.00	7,625.22	48.79%

City of Gold Beach
GENERAL FUND

POLICE DEPARTMENT EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>EXPENDITURES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>PERSONNEL SERVICES</u>					
13670	POLICE CHIEF 301	55,500.00	4,625.00	32,375.00	58.33%
13674	SERGEANT 302	49,500.00	4,022.20	30,068.92	60.75%
13671	PATROL OFFICER 309 VH	36,500.00	3,273.36	22,353.77	61.24%
13672	PATROL OFFICER 303 CK	40,000.00	3,384.49	25,045.99	62.61%
13681	PATROL OFFICER 307 QO	37,000.00	3,024.10	16,835.40	45.50%
13680	PATROL OFFICER 305 JW	37,000.00	3,562.46	24,149.51	65.27%
13676	OFFICE MANAGER	31,680.00	2,604.33	19,231.68	60.71%
13677	OVERTIME	5,500.00	787.75	3,954.09	71.89%
13678	PART TIME	350.00	0.00	0.00	0.00%
13679	SALARY & BENEFIT ADJUSTMENT	500.00	0.00	0.00	0.00%
13701	FICA	21,750.00	1,783.42	12,570.94	57.80%
13700	RETIREMENT	35,000.00	6,276.79	19,642.20	56.12%
13705	PERS UAL COSTS	23,000.00	3,071.79	9,840.26	42.78%
13702	WORKERS COMP	13,000.00	0.00	13,000.00	100.00%
13703	MEDICAL INSURANCE	105,559.00	14,468.68	48,312.33	45.77%
13704	LIFE/LTD INSURANCE	500.00	212.38	650.74	130.15%
TOTAL PERSONNEL		492,339.00	51,096.75	278,030.83	56.47%
<u>MATERIALS AND SERVICES</u>					
13624	ELECTRICITY	3,000.00	202.27	967.24	32.24%
13622	INSURANCE/BONDS	3,000.00	0.00	3,000.00	100.00%
13617	COMMUNICATIONS	3,500.00	515.90	2,501.80	71.48%
13618	DUES/SUBS/PRINTING/POSTAGE	2,100.00	110.75	1,457.02	69.38%
13620	TRAVEL/TRAINING/MEETINGS	6,000.00	30.00	1,989.52	33.16%
13613	BUILDINGS & GROUNDS	600.00	0.00	160.00	26.67%
13614	EQUIPMENT O&M	19,000.00	4,409.24	13,600.92	71.58%
13610	SUPPLIES/CUSTODIAL	7,300.00	483.20	1,055.79	14.46%
13626	UNIFORMS AND VESTS	5,950.00	12.00	2,259.48	37.97%
13640	CONTRACT SERVICES	5,500.00	214.87	4,093.87	74.43%
13650	INVESTIGATIONS	500.00	0.00	50.96	10.19%
13649	MISC EXPENSES	200.00	0.00	0.00	0.00%
13655	CMI SYSTEMS FEES	3,300.00	77.22	2,296.12	69.58%
13638	SOLID WASTE SERVICES	1,200.00	58.83	412.06	34.34%
TOTAL MATERIALS AND SERVICES		61,150.00	6,114.28	33,844.78	55.35%
TOTAL POLICE DEPT EXPENDITURES		553,489.00	57,211.03	311,875.61	56.35%

City of Gold Beach
GENERAL FUND

FIRE DEPARTMENT EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>EXPENDITURES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>PERSONNEL SERVICES</u>					
14670	FIRE CHIEF	9,100.00	758.34	5,308.38	58.33%
14671	ASSISTANT FIRE CHIEF	6,700.00	558.34	3,908.38	58.33%
14679	SALARY & BENEFIT ADJUSTMENT	50.00	0.00	0.00	0.00%
14701	SOCIAL SECURITY	1,400.00	100.74	705.18	50.37%
14702	WORKERS COMP	8,000.00	0.00	8,000.00	100.00%
14704	LIFE/LTD INSURANCE	1,500.00	14.05	506.72	33.78%
TOTAL PERSONNEL SERVICES		26,750.00	1,431.47	18,428.66	68.89%
<u>MATERIALS AND SERVICES</u>					
14624	ELECTRICITY	2,400.00	173.62	959.97	40.00%
14622	INSURANCE/BONDS	7,000.00	0.00	7,000.00	100.00%
14617	COMMUNICATIONS	4,500.00	82.86	484.35	10.76%
14618	DUES/SUBS/PRINTING/POSTAGE	1,000.00	0.00	1.05	0.11%
14620	TRAVEL/TRAINING/MEETINGS	500.00	0.00	120.00	24.00%
14613	BUILDINGS & GROUNDS	500.00	0.00	0.00	0.00%
14614	EQUIPMENT O&M	8,000.00	82.00	4,293.69	53.67%
14610	SUPPLIES/CUSTODIAL	500.00	0.00	58.94	11.79%
14628	SMALL TOOLS & EQUIPMENT	1,750.00	0.00	45.37	2.59%
14640	CONTRACT SERVICES	5,000.00	0.00	643.75	12.88%
14639	FIRE ASSOCIATION	12,000.00	0.00	4,772.00	39.77%
14649	MISC EXPENSE	100.00	0.00	0.00	0.00%
14638	SOLID WASTE SERVICES	500.00	58.83	353.00	70.60%
14625	GBWFPD APPROVED FIRE EXPENSES	17,000.00	0.00	0.00	0.00%
TOTAL MATERIALS AND SERVICES		60,750.00	397.31	18,732.12	30.83%
TOTAL FIRE DEPARTMENT EXPENSES		87,500.00	1,828.78	37,160.78	42.47%

City of Gold Beach
GENERAL FUND

PARKS DEPARTMENT EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>EXPENDITURES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>PERSONNEL SERVICES</u>					
17672	PARK HOST	2,500.00	208.34	1,458.38	58.34%
17679	SALARY & BENEFIT ADJUSTMENT	25.00	0.00	0.00	0.00%
17700	RETIREMENT	650.00	0.00	0.00	0.00%
17701	FICA	200.00	15.94	111.58	55.79%
17702	WORKERS COMP	150.00	0.00	150.00	100.00%
	TOTAL PERSONNEL	<u>3,525.00</u>	<u>224.28</u>	<u>1,719.96</u>	<u>48.79%</u>
<u>MATERIALS AND SERVICES</u>					
17624	ELECTRICITY	3,500.00	0.00	886.23	25.32%
17622	INSURANCE/BONDS	1,200.00	0.00	1,200.00	100.00%
17618	DUES/SUBS/PRINTING/POSTAGE	250.00	0.00	0.00	0.00%
17613	BUILDINGS & GROUNDS	5,000.00	0.00	1,472.64	29.45%
17614	EQUIPMENT O&M	800.00	191.34	542.12	67.77%
17610	SUPPLIES/CUSTODIAL	3,000.00	0.00	151.14	5.04%
17628	SMALL TOOLS & EQUIPMENT	1,000.00	0.00	29.52	2.95%
17640	CONTRACT SERVICES	200.00	0.00	0.00	0.00%
17623	CONTRACT SERVICES POCKET PARK	400.00	0.00	0.00	0.00%
17625	CONTRACT SERVICES BUFFINGTON PARK	10,300.00	0.00	5,250.00	50.97%
17626	SHED AND MAN HOME	1,000.00	0.00	0.00	0.00%
17638	SOLID WASTE SERVICES	4,000.00	360.52	2,163.12	54.08%
17649	MISC EXPENSES	50.00	0.00	0.00	0.00%
	TOTAL MATERIALS AND SERVICES	<u>30,700.00</u>	<u>551.86</u>	<u>11,694.77</u>	<u>38.09%</u>
<u>CAPITAL OUTLAY</u>					
17661	RESURFACE TENNIS COURTS	5,000.00	0.00	0.00	0.00%
17662	REMOVAL OF DANGER TREES	10,000.00	0.00	0.00	0.00%
	TOTAL CAPITAL OUTLAY	<u>15,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
TOTAL PARKS DEPARTMENT EXPENDITURES		<u>49,225.00</u>	<u>776.14</u>	<u>13,414.73</u>	<u>27.25%</u>

City of Gold Beach
GENERAL FUND

EMERGENCY MANAGEMENT SERVICES EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>EXPENDITURES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>PERSONNEL SERVICES</u>					
11670	EMERGENCY SERVICES DIRECTOR	3,600.00	0.00	0.00	0.00%
11679	SALARY & BENEFIT ADJUSTMENT	50.00	0.00	0.00	0.00%
11701	FICA	300.00	0.00	0.00	0.00%
11702	WORKERS COMP	40.00	0.00	40.00	100.00%
11704	LIFE/LTD INSURANCE	50.00	0.00	0.00	0.00%
	TOTAL PERSONNEL	4,040.00	0.00	40.00	0.99%
<u>MATERIALS AND SERVICES</u>					
11610	SUPPLIES/CUSTODIAL	200.00	0.00	0.00	0.00%
11618	DUES/SUBS/PRINTING/POSTAGE	100.00	0.00	0.00	0.00%
11620	TRAVEL/TRAINING/MEETINGS	200.00	0.00	0.00	0.00%
	TOTAL MATERIALS AND SERVICES	500.00	0.00	0.00	0.00%
	TOTAL EMERGENCY MGT EXPENSES	4,540.00	0.00	40.00	0.88%

City of Gold Beach
GENERAL FUND

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

12302	STERLING MONEY MARKET	11,895.49
12303	UMPQUA MONEY MARKET	597,244.15
12301	GENERAL CHECKING	588.77
13302	POLICE DONATION SAVINGS	242.80
13309	POLICE CHETCO CHECKING	237.25
16302	MUNI COURT STERLING SAVINGS	16,291.94
16303	MUNI COURT UMPQUA SAVINGS	30,020.38
	TOTAL CASH ASSETS	<u>656,520.78</u>

RESTRICTED ASSETS

12307	STERLING CERTIFICATE OF DEPOSIT	0 00
12306	DEPOSIT ON PARK HOME	592.38
	TOTAL RESTRICTED ASSETS	<u>592.38</u>

RECEIVABLES

12312	ACCOUNTS RECEIVABLE	0 00
12313	PROPERTY TAX RECEIVABLE	0 00
12317	BUSINESS LICENSE RECEIVABLE	0 00
12311	EMPLOYEE RECEIVABLE	0 00
12316	PRE-PAID POSTAGE	(2,540.42)
	TOTAL RECEIVABLES	<u>(2,540.42)</u>

TOTAL ASSETS 654,572.74

LIABILITIES AND FUND BALANCE (EQUITY)

LIABILITIES

12401	ACCOUNT'S PAYABLE	0 00
12403	EMPLOYEE WITHHOLDINGS	1,104.38
12407	DEFERRED PROPERTY TAX REVENUE	0 00
12411	DEPOSIT ON PARK HOME	592.38
	TOTAL LIABILITIES	<u>1,696.76</u>

FUND BALANCE (EQUITY)

12490	ACTUAL BEGINNING FUND BALANCE	485,033.07
	CHANGES YTD (11670-11704)	(40.00)
	CHANGES YTD (12491-12704)	682,355.47
	CHANGES YTD (13565-15702)	(359,554.83)
	CHANGES YTD (16610-19999)	(154,917.73)
	TOTAL FUND BALANCE	<u>652,875.98</u>

TOTAL LIABILITIES AND FUND BALANCE (EQUITY) 654,572.74

City of Gold Beach
STREET TAX FUND

REVENUES & EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>REVENUES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>FEES AND PERMITS</u>					
21526	STREET ADDRESSING FEES	200.00	0.00	0.00	0.00%
<u>SYSTEM DEVELOPMENT CHARGES</u>					
21530	STREET SDC NON-RESTRICTED	500.00	0.00	0.00	0.00%
21531	STREET SDC RESTRICTED	16,500.00	0.00	0.00	0.00%
<u>INTERGOVERNMENTAL</u>					
21525	STATE GAS TAX APPORTIONMENT	105,084.00	8,304.90	49,296.85	46.91%
<u>MISCELLANEOUS REVENUE</u>					
21565	INTEREST	650.00	88.19	548.86	84.44%
21579	MISC REVENUE	200.00	0.00	177.00	88.50%
<u>BEGINNING FUND BALANCE</u>					
			<u>ACTUAL BFB</u>	<u>ACTUAL BFB</u>	
21490	BUDGETED BEGINNING FUND BALANCE	175,000.00	215,640.21	215,640.21	123.22%
TOTAL RESOURCES		298,134.00	224,033.30	265,662.92	89.11%
<u>EXPENDITURES & REQUIREMENTS</u>					
<u>PERSONNEL SERVICES</u>					
21670	UTILITY WORKER (.50 FTE)	19,795.00	1,683.45	11,877.36	60.00%
21677	OVERTIME	350.00	0.00	0.00	0.00%
21679	SALARY & BENEFIT ADJUSTMENT	50.00	0.00	0.00	0.00%
21700	RETIREMENT	2,400.00	396.83	1,293.75	53.91%
21705	PERS UAL COSTS	1,600.00	255.98	1,043.99	65.25%
21701	FICA	1,514.00	0.00	0.00	0.00%
21702	WORKERS COMP	1,662.00	0.00	1,662.00	100.00%
21703	MEDICAL INSURANCE	8,696.00	877.06	3,069.71	35.30%
21704	LIFE/LTD INSURANCE	45.00	0.00	0.00	0.00%
	TOTAL PERSONNEL	36,112.00	3,213.32	18,946.81	52.47%
<u>MATERIALS & SERVICES</u>					
21622	INSURANCE/BONDS	950.00	0.00	950.00	100.00%
21618	DUES/SUBS/PRINTING/POSTAGE	200.00	48.50	390.15	195.08%
21610	OFFICE EQUIPMENT & SUPPLIES	200.00	50.00	50.00	25.00%
21612	ROCK/OIL/MATERIALS & SERVICES	11,300.00	645.89	5,607.86	49.63%
21614	EQUIPMENT O&M	10,000.00	404.89	3,923.45	39.23%
21628	SMALL TOOLS & EQUIPMENT	1,000.00	0.00	499.98	50.00%
21613	STREET SIGNS & FITTINGS	2,500.00	129.60	321.98	12.88%
21640	CONTRACT SERVICES	2,000.00	0.00	0.00	0.00%
21620	TRAVEL/TRAINING/MEETINGS	550.00	0.00	120.00	21.82%
21624	STREET LIGHT/TRAFFIC LIGHTS	8,000.00	555.25	4,138.21	51.73%
21629	STREET ADDRESSING	300.00	0.00	0.00	0.00%
21649	MISC EXPENSES	100.00	0.00	0.00	0.00%
	TOTAL MATERIALS & SERVICES	37,100.00	1,834.13	16,001.63	43.13%
<u>CAPITAL OUTLAY</u>					
21661	STREET CONSTRUCTION & REPAIR	22,000.00	0.00	3,157.37	14.35%
21667	3RD ST (LIBRARY) SIDEWALK	50,000.00	0.00	542.50	1.09%
	TOTAL CAPITAL OUTLAY	72,000.00	0.00	3,699.87	5.14%
<u>CONTINGENCY & RESERVES</u>					
21657	CONTINGENCY	60,000.00	0.00	0.00	0.00%
<u>TRANSFERS OUT TO OTHER FUNDS</u>					
21690-12	GENERAL INDIRECT	12,526.00	0.00	12,526.00	100.00%
<u>UNAPPROPRIATED ENDING FUND BALANCE</u>					
21491	BUDGETED FUND BALANCE	80,396.00	80,396.00	80,396.00	100.00%
TOTAL EXPENDITURES & REQUIREMENTS		298,134.00	85,443.45	131,570.31	44.13%

City of Gold Beach
STREET TAX FUND
BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

21302	STERLING SAVINGS	40,473.02
21305	UMPQUA SAVINGS	100,589.38
21301	CHECKING	(531.96)
21303	SDC SAVINGS NR	15,641.68
	TOTAL CASH ASSETS	<u>156,172.12</u>

RESTRICTED ASSETS

21304	SDC SAVINGS RESTRICTED	37,590.00
21202	STREET SWEEPER CD	20,000.00
21203	MULTIUSE TRUCK 10% CD	0.00
	TOTAL RESTRICTED	<u>57,590.00</u>

RECEIVABLES

21312	ACCOUNTS RECEIVABLE	<u>0.00</u>
	TOTAL ASSETS	<u>213,762.12</u>

LIABILITIES AND FUND BALANCE (EQUITY)

LIABILITIES

21401	ACCOUNTS PAYABLE	0.00
21402	STREET LIGHT PAYABLE	0.00
21403	EMPLOYEE WITHHOLDINGS	(726.49)
21407	DEFERRED REVENUE	0.00
	TOTAL LIABILITIES	<u>(726.49)</u>

FUND BALANCE (EQUITY)

12490	ACTUAL BEGINNING FUND BALANCE	215,640.21
	CHANGES YTD (21497-21705)	(1,151.60)
	TOTAL FUND BALANCE	<u>214,488.61</u>
	TOTAL LIABILITIES AND FUND BALANCE (EQUITY)	<u>213,762.12</u>

City of Gold Beach
COMMUNITY PROMOTION FUND
REVENUES & EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>REVENUES</u>					
<u>TRANSIENT ROOM TAX</u>					
24506	TRANSIENT ROOM TAX	250,000.00	7,144.20	165,109.44	66.04%
<u>MISCELLANEOUS REVENUE</u>					
24565	INTEREST	1,200.00	73.08	1,168.28	97.36%
24579	MISC REVENUE	4,400.00	0.00	33.70	0.77%
24507	POSTAGE REIMBURSEMENT	5,000.00	0.00	0.00	0.00%
	TOTAL MISC REVENUE	10,600.00	73.08	1,201.98	11.34%
<u>BEGINNING FUND BALANCE</u>					
			ACTUAL BFB	ACTUAL BFB	
24490	BUDGETED BEGINNING FUND BALANCE	157,000.00	177,468.57	177,468.57	113.04%
TOTAL RESOURCES		417,600.00	184,685.85	343,779.99	82.32%
<u>EXPENDITURES & REQUIREMENTS</u>					
<u>PERSONNEL SERVICES</u>					
24672	EXECUTIVE DIRECTOR	45,000.00	3,750.00	26,250.00	58.33%
24670	VISITOR CENTER SALARIES	14,000.00	986.38	10,622.14	75.87%
24671	EXECUTIVE ASSISTANT	22,000.00	1,821.60	14,223.66	64.65%
24679	SALARY & BENEFIT ADJUSTMENT	50.00	0.00	0.00	0.00%
24700	RETIREMENT	8,200.00	1,321.40	3,802.66	46.37%
24705	PERS UAL COSTS	5,500.00	1,023.92	3,366.70	61.21%
24701	FICA	6,197.00	501.69	3,908.85	63.08%
24702	WORKERS COMP	194.00	0.00	194.00	100.00%
24703	MEDICAL INSURANCE	7,880.00	2,010.96	7,038.36	89.32%
24704	LIFE/LTD INSURANCE	125.00	36.48	149.02	119.22%
	TOTAL PERSONNEL	109,146.00	11,452.43	69,555.39	63.73%
<u>MARKETING & PROMOTIONAL EXPENSES</u>					
24612	DIRECT MARKETING	17,000.00	1,760.00	7,441.90	43.78%
24618	PRINTED MATERIALS	18,000.00	0.00	7,160.60	39.78%
24619	AMBIENT	7,500.00	0.00	0.00	0.00%
24620	TRADE SHOWS AND FAIRS	12,000.00	1,970.01	8,120.95	67.67%
24639	MAGAZINES	4,000.00	0.00	1,231.50	30.79%
24641	PROFESSIONAL SERVICES	15,000.00	413.00	12,095.20	80.63%
24642	RADIO	5,000.00	0.00	1,206.00	24.12%
24643	PRINT MEDIA	18,000.00	776.09	5,494.39	30.52%
24644	OUTDOOR/BUS ADVERTISING	16,000.00	700.00	4,900.00	30.63%
24647	INTERNET ADVERTISING	15,000.00	0.00	0.00	0.00%
24655	ASSOCIATION DUES	2,000.00	0.00	2,640.00	132.00%
24645	TELEVISION PROMOTION	25,000.00	0.00	10,340.78	41.36%
	TOTAL MARKETING & PROMOTIONAL	154,500.00	5,619.10	60,631.32	39.24%
<u>VC OPERATING EXPENSES</u>					
24622	INSURANCE/BONDS	600.00	0.00	600.00	100.00%
24610	VC OPERATING EXPENSES	12,500.00	1,810.45	9,213.94	73.71%
24616	POSTAGE	12,000.00	34.76	2,514.18	20.95%
24658	VC BUILDING & GROUNDS	7,000.00	117.68	9,983.68	142.62%
24649	MISC EXPENSES	500.00	33.99	213.29	42.66%
	TOTAL VC OPERATING EXPENSES	32,600.00	1,996.88	22,525.09	69.10%
<u>CONTINGENCY & RESERVES</u>					
24657	CONTINGENCY	20,000.00	0.00	0.00	0.00%
<u>TRANSFERS OUT TO OTHER FUNDS</u>					
24692-93	TRANSFER OUT TO BUILDING RESERVE	7,500.00	0.00	7,500.00	100.00%
<u>DEBT SERVICE</u>					
24680	VC PAYMENTS (PAYOFF)	66,251.00	69.51	68,665.12	103.64%
<u>UNAPPROPRIATED ENDING FUND BALANCE</u>					
24491	BUDGETED ENDING FUND BALANCE	23,603.00	0.00	0.00	0.00%
TOTAL EXPENDITURES & REQUIREMENTS		413,600.00	19,137.92	228,876.92	55.34%

City of Gold Beach
COMMUNITY PROMOTION FUND
BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

<u>CASH ASSETS</u>		
24302	STERLING SAVINGS	21,775.74
24303	UMPQUA SAVINGS	88,537.82
24301	CHECKING	0.00
24310	PROMO CHECKING	4,708.98
	TOTAL CASH ASSETS	115,022.54
<u>RECEIVABLES</u>		
24312	ACCOUNTS RECEIVABLE	0.00
	TOTAL ASSETS	115,022.54

LIABILITIES AND FUND BALANCE (EQUITY)

<u>LIABILITIES</u>		
24403	EMPLOYEE WITHHOLDINGS	119.47
24405	ACCRUED BENEFITS	0.00
24401	ACCOUNTS PAYABLE	0.00
	TOTAL LIABILITIES	119.47
<u>FUND BALANCE (EQUITY)</u>		
24490	ACTUAL BEGINNING FUND BALANCE	177,468.57
	CHANGES YTD (24497-24800)	(62,565.50)
	TOTAL FUND BALANCE	114,903.07
	TOTAL LIABILITIES AND FUND BALANCE (EQUITY)	115,022.54

City of Gold Beach
SPECIAL REVENUE FUND
STATE REVENUE SHARING FUND

REVENUES & EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>REVENUES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>STATE REVENUE SHARING ALLOCATION</u>					
51522	STATE REVENUE SHARING ALLOCATION	16,200.00	0.00	3,887.89	24.00%
<u>MISCELLANEOUS REVENUE</u>					
51565	INTEREST	110.00	4.99	44.71	40.65%
TOTAL REVENUE		<u>16,310.00</u>	<u>4.99</u>	<u>3,932.60</u>	<u>24.11%</u>
<u>BEGINNING FUND BALANCE</u>					
			ACTUAL BFB	ACTUAL BFB	
51490	BUDGETED BEGINNING FUND BALANCE	22,088.00	23,581.56	23,581.56	106.76%
TOTAL RESOURCES		<u>38,398.00</u>	<u>23,586.55</u>	<u>27,514.16</u>	<u>71.66%</u>
<u>EXPENDITURES & REQUIREMENTS</u>					
<u>TRANSFERS OUT TO OTHER FUNDS</u>					
51690-12	TRANSFER TO GENERAL FUND	15,000.00	0.00	15,000.00	100.00%
<u>UNAPPROPRIATED ENDING FUND BALANCE</u>					
51491	BUDGETED ENDING FUND BALANCE	23,398.00	23,398.00	23,398.00	100.00%
TOTAL EXPENDITURES & REQUIREMENTS		<u>38,398.00</u>	<u>23,398.00</u>	<u>38,398.00</u>	<u>100.00%</u>

City of Gold Beach
SPECIAL REVENUE FUND
SMALL CITY ALLOTMENT FUND

REVENUES & EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

<u>REVENUES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>MISCELLANEOUS REVENUE</u>					
54565	INTEREST	50.00	13.87	57.83	115.66%
TOTAL REVENUE		<u>50.00</u>	<u>13.87</u>	<u>57.83</u>	<u>115.66%</u>
 <u>BEGINNING FUND BALANCE</u>					
			ACTUAL BFB	ACTUAL BFB	
54490	BUDGETED BEGINNING FUND BALANCE	28,380.00	28,414.65	28,414.65	100.12%
TOTAL RESOURCES		<u>28,430.00</u>	<u>28,428.52</u>	<u>28,472.48</u>	<u>100.15%</u>
 <u>EXPENDITURES & REQUIREMENTS</u>					
<u>CAPITAL OUTLAY</u>					
54661	THIRD ST SIDEWALK	20,000.00	0.00	0.00	0.00%
<u>TRANSFERS OUT TO OTHER FUNDS</u>					
54691-12	TRANSFER TO GENERAL INDIRECT	2,229.00	0.00	2,229.00	100.00%
<u>UNAPPROPRIATED ENDING FUND BALANCE</u>					
54491	BUDGETED ENDING FUND BALANCE	6,201.00	6,201.00	6,201.00	100.00%
TOTAL EXPENDITURES & REQUIREMENTS		<u>28,430.00</u>	<u>6,201.00</u>	<u>8,430.00</u>	<u>29.65%</u>

City of Gold Beach
SPECIAL REVENUE FUND
SMALL CITY ALLOTMENT FUND

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

	CASH:	
54302	STERLING SAVINGS	8,452.07
54303	UMPQUA SAVINGS	17,791.41
54301	CHECKING	0.00
54312	ACCOUNTS RECEIVABLE	0.00
	<u>TOTAL ASSETS</u>	<u>26,243.48</u>

LIABILITIES & FUND BALANCE (EQUITY)

LIABILITIES

54401	ACCOUNTS PAYABLE	0.00
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FUND BALANCE:

ACTUAL BEGINNING FUND BALANCE	28,414.65
ACTUAL CHANGE IN FUND BAL YTD	<u>(2,171.17)</u>
TOTAL FUND BALANCE	<u>26,243.48</u>
<u>TOTAL LIABILITIES AND FUND BALANCE</u>	<u>26,243.48</u>

City of Gold Beach
 CAPITAL PROJECTS FUND
 I & I CORRECTION FUND

REVENUES & EXPENDITURES
 FOR THE PERIOD ENDING 01/31/2011

		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>REVENUES</u>					
<u>MISCELLANEOUS REVENUE</u>					
63565	INTEREST	225.00	34.65	127.36	56.60%
TOTAL REVENUE		<u>225.00</u>	<u>34.65</u>	<u>127.36</u>	<u>56.60%</u>
 <u>BEGINNING FUND BALANCE</u>					
		ACTUAL BFB ACTUAL BFB			
63490	BUDGETED BEGINNING FUND BALANCE	165,350.00	168,038.41	168,038.41	101.63%
TOTAL RESOURCES		<u>165,575.00</u>	<u>168,073.06</u>	<u>168,165.77</u>	<u>101.56%</u>
 <u>EXPENDITURES & REQUIREMENTS</u>					
<u>MATERIALS & SERVICES</u>					
63649	MISC EXPENSES	50.00	0.00	0.00	0.00%
<u>CAPITAL OUTLAY</u>					
63666	I & I CORRECTION	15,000.00	0.00	0.00	0.00%
<u>TRANSFERS OUT TO OTHER FUNDS</u>					
63690-12	TRANSFER TO GENERAL INDIRECT	2,137.00	0.00	2,137.00	100.00%
<u>CONTINGENCY</u>					
63657	CONTINGENCY	20,000.00	0.00	0.00	0.00%
 <u>UNAPPROPRIATED ENDING FUND BALANCE</u>					
63491	BUDGETED ENDING FUND BALANCE	128,388.00	128,388.00	128,388.00	100.00%
TOTAL EXPENDITURES & REQUIREMENTS		<u>165,575.00</u>	<u>128,388.00</u>	<u>130,525.00</u>	<u>78.83%</u>

City of Gold Beach
CAPITAL PROJECTS FUND
I & I CORRECTION FUND

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

	CASH:	
63302	STERLING SAVINGS	9,996.98
63305	UMPQUA SAVINGS	47,916.36
63301	CHECKING	0.00
63303	CERTIFICATE OF DEPOSIT	108,115.43
63312	ACCOUNTS RECEIVABLE	0.00
	<u>TOTAL ASSETS</u>	<u>166,028.77</u>

LIABILITIES & FUND BALANCE (EQUITY)

LIABILITIES

63401	ACCOUNTS PAYABLE	0.00
	FUND BALANCE:	
	ACTUAL BEGINNING FUND BALANCE	168,038.41
	ACTUAL CHANGE IN FUND BAL YTD	<u>(2,009.64)</u>
	TOTAL FUND BALANCE	<u>166,028.77</u>
	<u>TOTAL LIABILITIES AND FUND BALANCE</u>	<u>166,028.77</u>

City of Gold Beach
 DEBT SERVICE FUND
 HWY 101 SEWER LOAN

REVENUES & EXPENDITURES
 FOR THE PERIOD ENDING 01/31/2011

		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
REVENUES					
SERVICE FEES					
10521	MONTHLY SURCHARGE	116,000.00	6,773.25	63,318.66	54.59%
MISCELLANEOUS REVENUE					
10565	INTEREST	800.00	156.90	5,357.54	669.69%
TOTAL REVENUE		116,800.00	6,930.15	68,676.20	58.80%
BEGINNING FUND BALANCE					
			ACTUAL BFB	ACTUAL BFB	
10490	BUDGETED BEGINNING FUND BALANCE	260,000.00	264,696.67	264,696.67	101.81%
TOTAL RESOURCES		493,600.00	278,556.97	402,049.07	81.45%
EXPENDITURES & REQUIREMENTS					
DEBT SERVICE					
10680	FEES	6,200.00	5,789.00	5,789.00	93.37%
10681	LOAN PRINCIPAL	72,800.00	36,634.00	72,692.00	99.85%
10685	LOAN INTEREST	37,700.00	18,468.00	37,512.00	99.50%
TRANSFERS OUT TO OTHER FUNDS					
10690-12	TRANSFER TO GENERAL INDIRECT	1,399.00	0.00	1,399.00	100.00%
UNAPPROPRIATED ENDING FUND BALANCE					
10491	BUDGETED ENDING FUND BALANCE	258,701.00	0.00	0.00	0.00%
TOTAL EXPENDITURES & REQUIREMENTS		376,800.00	60,891.00	117,392.00	31.15%

City of Gold Beach
DEBT SERVICE FUND
HWY 101 SEWER LOAN

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

CASH:	
10302	STERLING MONEY MARKET 54,659.86
10304	UMPQUA MONEY MARKET 161,321.01
10301	CHECKING 0.00
10303	CERTIFICATE OF DEPOSIT 0.00
10318	UTILITY RECEIVABLE 0.00
10312	ACCOUNTS RECEIVABLE 0.00
<hr/>	
TOTAL ASSETS 215,980.87	

LIABILITIES & FUND BALANCE (EQUITY)

LIABILITIES

10401	ACCOUNTS PAYABLE 0.00
FUND BALANCE:	
	ACTUAL BEGINNING FUND BALANCE 264,696.67
	ACTUAL CHANGE IN FUND BAL YTD (48,715.80)
<hr/>	
	TOTAL FUND BALANCE 215,980.87
<hr/>	
TOTAL LIABILITIES AND FUND BALANCE 215,980.87	

City of Gold Beach
DEBT SERVICE FUND
HUNTER CREEK HGTS/EMERALD HILLS WATER LID

REVENUES & EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>REVENUES</u>					
<u>MISCELLANEOUS REVENUE</u>					
26565	MONTHLY SURCHARGE	95.00	54.89	85.10	89.58%
<u>LID REVENUE</u>					
26530	LID PRINCIPAL PAYMENTS	2,000.00	6,642.52	6,712.89	335.64%
26531	LID INTEREST PAYMENTS	3,500.00	2,210.05	2,457.88	70.23%
TOTAL REVENUE		<u>5,595.00</u>	<u>8,907.46</u>	<u>9,255.87</u>	<u>165.43%</u>
<u>TRANSFERS IN</u>					
26590-64	TRANSFER FROM WATER RESERVE	67,500.00	0.00	67,500.00	100.00%
<u>BEGINNING FUND BALANCE</u>					
		<u>ACTUAL BFB</u>		<u>ACTUAL BFB</u>	
26490	BUDGETED BEGINNING FUND BALANCE	17,000.00	19,446.84	19,446.84	114.39%
TOTAL RESOURCES		<u>90,095.00</u>	<u>28,354.30</u>	<u>96,202.71</u>	<u>106.78%</u>
<u>EXPENDITURES & REQUIREMENTS</u>					
<u>DEBT SERVICE</u>					
26681	BOND PRINCIPAL	80,839.00	12,520.00	12,520.00	15.49%
26685	BOND INTEREST	3,660.00	0.00	0.00	0.00%
<u>UNAPPROPRIATED ENDING FUND BALANCE</u>					
26491	BUDGETED ENDING FUND BALANCE	5,596.00	5,596.00	5,596.00	100.00%
TOTAL EXPENDITURES & REQUIREMENTS		<u>90,095.00</u>	<u>18,116.00</u>	<u>18,116.00</u>	<u>20.11%</u>

City of Gold Beach
DEBT SERVICE FUND
HUNTER CREEK HGTS/EMERALD HILLS WATER LID

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

CASH:		
26302	STERLING SAVINGS	9,474.76
26305	UMPQUA SAVINGS	74,257.95
26301	CHECKING	0.00
26303	HCH REIMBURSEMENT SAVINGS	249.22
26304	EH REIMBURSEMENT SAVINGS	21.71
26311	LID INTEREST RECEIVABLE	0.00
26312	LID PRINCIPAL RECEIVABLE	0.00
<hr/>		
TOTAL ASSETS		84,003.64

LIABILITIES & FUND BALANCE (EQUITY)

LIABILITIES

26401	ACCOUNTS PAYABLE	0.00
FUND BALANCE:		
	ACTUAL BEGINNING FUND BALANCE	19,446.84
	ACTUAL CHANGE IN FUND BAL YTD	270.93
	ACTUAL CHANGE IN FUND BAL YTD	64,285.87
	TOTAL FUND BALANCE	84,003.64
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TOTAL LIABILITIES AND FUND BALANCE		84,003.64

City of Gold Beach
ENTERPRISE FUND
WATER UTILITY FUND

REVENUES
FOR THE PERIOD ENDING 01/31/2011

<u>REVENUES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>WATER SALES</u>					
22541	INSIDE WATER SALES	400,000.00	26,819.98	224,195.69	56.05%
22542	OUTSIDE WATER SALES	140,000.00	8,950.39	82,125.60	58.66%
	TOTAL WATER SALES	540,000.00	35,770.37	306,321.29	56.73%
<u>MISCELLANEOUS REVENUE</u>					
22565	INTEREST	4,500.00	274.23	11,702.93	260.07%
22579	MISC REVENUE	1,500.00	181.13	563.31	37.55%
22550	SDC INSTALL	3,000.00	0.00	4,638.22	154.61%
22545	PENALTIES	13,000.00	0.00	4,994.23	38.42%
22555	WATER DEPOSITS (RESTRICTED)	12,000.00	0.00	79.99	0.67%
	TOTAL MISC REVENUE	34,000.00	455.36	21,978.68	64.64%
<u>BEGINNING FUND BALANCE</u>					
			ACTUAL BFB	ACTUAL BFB	
22490	BUDGETED BEGINNING FUND BALANCE	630,000.00	724,806.81	724,806.81	115.05%
	TOTAL RESOURCES	1,204,000.00	761,032.54	1,053,106.78	87.47%

<u>EXPENDITURES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>PERSONNEL SERVICES</u>					
22671	PUBLIC WORKS SUPERINTENDENT 50%	28,512.00	2,376.00	16,636.77	58.35%
22672	PW UTILITY CLERK 50%	15,312.00	1,914.00	8,075.52	52.74%
22673	PW TECHNICIAN	32,000.00	2,583.84	18,948.16	59.21%
22676	PW OPERATOR/LEAD WORKER 50%	20,000.00	1,530.40	11,724.29	58.62%
22680	ADMIN SERVICES DIRECTOR 25%	9,504.00	836.00	5,852.00	61.57%
22678	PART TIME	3,000.00	0.00	3,000.00	100.00%
22677	OVER TIME	2,000.00	0.00	11.54	0.58%
22679	SALARY & BENEFIT ADJUSTMENT	2,500.00	0.00	0.00	0.00%
22700	RETIREMENT	22,500.00	2,473.56	8,522.65	37.88%
22705	PERS UAL COSTS	14,600.00	1,919.87	6,055.47	41.48%
22701	FICA	6,450.00	770.84	5,547.90	86.01%
22702	WORKERS COMP	3,108.00	0.00	3,000.00	96.53%
22703	MEDICAL INSURANCE	52,760.00	6,625.16	17,160.87	32.53%
22704	LIFE/LTD INSURANCE	400.00	58.66	210.20	52.55%
22707	UNCOMPENSATED ABSENCES	2,500.00	0.00	0.00	0.00%
	TOTAL PERSONNEL	215,146.00	21,088.33	104,745.37	48.69%

MATERIALS & SERVICES: DISTRIBUTION & GENERAL

22611	SYSTEM CONSTRUCTION O & M	16,000.00	1,594.65	14,878.09	92.99%
22612	MATERIALS AND FITTINGS	22,000.00	349.92	1,416.45	6.44%
22613	BUILDING/GROUNDS O & M	3,000.00	202.09	1,136.04	37.87%
22614	EQUIPMENT O & M	14,000.00	1,312.30	6,767.30	48.34%
22638	SOLID WASTE SERVICES	2,000.00	117.67	706.02	35.30%
22617	COMMUNICATIONS	4,500.00	230.02	1,825.59	40.57%
22618	DUES/FEES/SUBS/PRINTING/POSTAGE	8,200.00	161.24	2,424.00	29.56%
22620	TRAVEL & TRAINING	1,800.00	0.00	217.11	12.06%
22622	INSURANCE & BONDS	15,500.00	0.00	15,500.00	100.00%
22624	ELECTRICITY	10,800.00	459.77	3,166.77	29.32%
22628	SMALL TOOLS & EQUIPMENT	2,500.00	57.22	517.13	20.69%
22640	CONTRACT SERVICES	10,000.00	13.20	1,642.08	16.42%
22641	LAB TESTING	400.00	0.00	90.00	22.50%
22610	SUPPLIES/CUSTODIAL	7,000.00	102.70	2,099.60	29.99%
22649	MISC EXPENSES	750.00	153.69	263.10	35.08%
22648	CROSS CONNECTION CONTROL	1,000.00	0.00	200.00	20.00%
22647	OSHA REQUIRED EXPENDITURES	3,500.00	136.87	190.62	5.45%
22646	PASS THRU TO ENGINEERS	7,000.00	0.00	0.00	0.00%
22645	WATER DEPOSIT REFUNDS	16,000.00	0.00	0.00	0.00%
	TOTAL MATERIALS AND SERVICES	145,950.00	4,891.34	53,039.90	36.34%

MATERIALS AND SUPPLIES: INTAKE & TREATMENT

22910	OFFICE SUPPLIES	100.00	0.00	0.00	0.00%
22913	BUILDINGS & GROUNDS O & M	3,000.00	35.05	2,253.88	75.13%
22914	EQUIPMENT O&M	7,000.00	(155.07)	4,990.02	71.29%
22917	COMMUNICATION	850.00	41.40	247.18	29.08%
22918	DUES/SUSBS/FEES/POSTAGE	1,300.00	548.61	1,147.27	88.25%
22920	TRAVEL & TRAINING	400.00	17.00	59.00	14.75%
22922	INSURANCE & BONDS	5,500.00	0.00	93.76	1.70%
22924	ELECTRICITY	43,000.00	3,348.66	21,431.85	49.84%
22928	SMALL TOOLS & EQUIPMENT	1,500.00	0.00	10.79	0.72%
22940	CONTRACT SERVICES	4,000.00	0.00	165.00	4.13%
22941	LAB TESTING	5,000.00	200.00	1,314.85	26.30%
22942	TREATMENT CHEMICALS	20,000.00	0.00	3,165.69	15.83%
22949	MISC EXPENSES	200.00	0.00	0.00	0.00%
	TOTAL MATERIALS AND SERVICES	91,850.00	4,035.65	34,879.29	37.97%

CAPITAL OUTLAY

22663	EQUIPMENT	7,000.00	0.00	4,100.00	58.57%
22664	FUND ACCOUNTING SYSTEM	7,500.00	0.00	7,500.00	100.00%
22666	SYSTEM CONSTRUCTION & REPLACEMENT	195,600.00	0.00	0.00	0.00%
22668	SECURITY FENCING	6,500.00	0.00	0.00	0.00%
	TOTAL TRANSFERS OUT	216,600.00	0.00	11,600.00	5.36%

TRANSFERS OUT TO OTHER FUNDS

22690-92	TRANSFER TO NON-INSURED LOSS	2,000.00	0.00	2,000.00	100.00%
22690-93	TRANSFER TO BUILDING RES FUND	1,500.00	0.00	1,500.00	100.00%
22690-12	TRANSFER TO GENERAL INDIRECT	42,376.00	0.00	42,376.00	100.00%
22690-64	TRANSFER TO WATER RESERVE	50,000.00	0.00	50,000.00	100.00%
	TOTAL TRANSFERS OUT	95,876.00	0.00	95,876.00	100.00%

CONTINGENCY & RESERVES

22657	CONTINGENCY	200,000.00	0.00	0.00	0.00%
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UNAPPROPRIATED ENDING FUND BALANCE

22491	BUDGETED ENDING FUND BALANCE	238,578.00	238,578.00	238,578.00	100.00%
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TOTAL REQUIREMENTS 1,204,000.00 268,593.32 538,718.56 44.74%

City of Gold Beach
ENTERPRISE FUND
WATER UTILITY FUND

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

22302	STERLING MONEY MARKET	270,383.90
22300	UMPQUA MONEY MARKET	301,928.67
22301	GENERAL CHECKING	77,088.40
	<i>TOTAL CASH ASSETS</i>	649,400.97

RESTRICTED ASSETS

22305	WATER DEPOSITS CHECKING	14,376.05
22308	DEPOSITS MM SAVINGS	55,768.15
22303	DEPOSITS CD #1	0.00
22307	DEPOSITS CD #2	83,356.77
22304	DEPOSITS CD #3	0.00
22310	MULTIUSE TRUCK CD 1/2	0.00
22202	MULTIUSE TRUCK CD #2	0.00
22201	RESERVOIR PAINTING CD	0.00
22309	UTILITY CD	0.00
	<i>TOTAL RESTRICTED ASSETS</i>	153,500.97

RECEIVABLES

22312	ACCOUNTS RECEIVABLE	0.00
22318	UTILITY RECEIVABLE	0.00
22313	SDC RECEIVABLE	0.00
	<i>TOTAL RECEIVABLES</i>	0.00

	TOTAL ASSETS	802,901.94
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LIABILITIES AND FUND BALANCE (EQUITY)

LIABILITIES

12401	ACCOUNTS PAYABLE	0.00
12403	EMPLOYEE WITHHOLDINGS	(403.00)
12407	WATER ACCRUED BENEFITS	9,433.86
12411	WATER DEPOSITS RECEIVED	57,581.86
	<i>TOTAL LIABILITIES</i>	66,612.72

FUND BALANCE (EQUITY)

22490	ACTUAL BEGINNING FUND BALANCE	724,806.81
	ACTUAL CHANGES IN FUND BALANCE YTD	11,482.41
	<i>TOTAL FUND BALANCE</i>	736,289.22

	TOTAL LIABILITIES AND FUND BALANCE (EQUITY)	802,901.94
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City of Gold Beach
ENTERPRISE FUND
SEWER UTILITY FUND

REVENUES
FOR THE PERIOD ENDING 01/31/2011

<u>REVENUES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
SERVICE CHARGES					
23542	SEWER SERVICE CHARGES	360,000.00	24,159.08	193,710.42	53.81%
MISCELLANEOUS REVENUE					
23565	INTEREST	5,700.00	370.55	7,708.65	135.24%
23579	MISC REVENUE	5,500.00	450.00	4,387.10	79.77%
23550	SDC INSTALL	1,500.00	0.00	573.23	38.22%
	TOTAL REVENUE	372,700.00	24,979.63	206,379.40	55.37%
BEGINNING FUND BALANCE					
			ACTUAL BFB	ACTUAL BFB	
23490	BUDGETED BEGINNING FUND BALANCE	690,000.00	772,937.83	772,937.83	112.02%
	TOTAL RESOURCES	1,062,700.00	797,917.46	979,317.23	92.15%

<u>EXPENDITURES</u>		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>VARIANCE</u>
PERSONNEL SERVICES					
23670	PUBLIC WORKS SUPERINTENDENT 50%	28,512.00	2,376.00	16,636.77	58.35%
23671	PW ASSISTANT SUPER	45,345.00	3,662.40	26,857.60	59.23%
23672	PW UTILITY CLERK 50%	15,312.00	1,914.00	8,075.52	52.74%
23673	PW TREATMENT PLANT OPER ASSIST	27,184.00	2,195.77	16,102.26	59.23%
23680	ADMIN SERVICES DIRECTOR 25%	9,504.00	836.00	5,852.00	61.57%
23678	PART TIME	2,000.00	0.00	1,920.00	96.00%
23677	OVER TIME	5,000.00	0.00	0.00	0.00%
23679	SALARY & BENEFIT ADJUSTMENT	2,500.00	0.00	0.00	0.00%
23700	RETIREMENT	12,000.00	1,751.37	5,872.15	48.93%
23705	PERS UAL COSTS	8,000.00	1,151.92	3,317.84	41.47%
23701	FICA	10,355.00	656.63	5,419.22	52.33%
23702	WORKERS COMP	5,950.00	0.00	4,267.88	71.73%
23703	MEDICAL INSURANCE	32,400.00	4,027.76	14,888.95	45.95%
23704	LIFE/LTD INSURANCE	350.00	71.91	200.12	57.18%
23707	UNCOMPENSATED ABSENCES	1,000.00	0.00	0.00	0.00%
	TOTAL PERSONNEL	205,412.00	18,643.76	109,410.31	53.26%
MATERIALS & SERVICES					
23611	SYSTEM CONSTRUCTION O & M	7,500.00	27.99	1,405.10	18.73%
23612	MATERIALS AND FITTINGS	4,000.00	0.00	313.87	7.85%
23613	BUILDING/GROUNDS O & M	2,000.00	0.00	137.37	6.87%
23614	EQUIPMENT O & M	10,000.00	1,048.22	5,528.83	55.29%
23638	SOLID WASTE SERVICES	3,200.00	117.67	706.03	22.06%
23617	COMMUNICATIONS	3,500.00	220.82	1,681.46	48.04%
23618	DUES/FEES/SUBS/PRINTING/POSTAGE	7,000.00	188.96	2,407.08	34.39%
23620	TRAVEL & TRAINING	2,000.00	220.00	850.14	42.51%
23622	INSURANCE & BONDS	16,000.00	0.00	16,000.00	100.00%
23624	ELECTRICITY	55,000.00	5,152.66	29,264.63	53.21%
23628	SMALL TOOLS & EQUIPMENT	1,200.00	23.97	358.07	29.84%
23640	CONTRACT SERVICES	20,000.00	672.00	4,075.00	20.38%
23619	LAB TESTING	9,000.00	1,164.73	4,197.88	46.64%
23610	SUPPLIES/CUSTODIAL	7,000.00	312.41	2,774.94	39.64%
23649	MISC EXPENSES	500.00	153.69	448.58	89.72%
23615	PLANT O & M	8,000.00	10.98	8,921.06	111.51%
	TOTAL MATERIALS AND SERVICES	155,900.00	9,314.10	79,070.04	50.72%
CAPITAL OUTLAY					
23664	FUND ACCOUNTING SYSTEM	7,500.00	0.00	1,745.00	23.27%
23666	SYSTEM CONSTRUCTION & REPLACEMENT	20,000.00	0.00	0.00	0.00%
	TOTAL CAPITAL OUTLAY	27,500.00	0.00	1,745.00	6.35%
TRANSFERS OUT TO OTHER FUNDS					
23690-92	TRANSFER TO NON-INSURED LOSS	2,000.00	0.00	2,000.00	100.00%
23690-12	TRANSFER TO GENERAL INDIRECT	53,568.00	0.00	53,568.00	100.00%
23690-93	TRANSFER TO BUILDING RESERVE	1,500.00	0.00	1,500.00	100.00%
23690-74	TRANSFER TO SEWER RESERVE	50,000.00	0.00	50,000.00	100.00%
	TOTAL TRANSFERS OUT	107,068.00	0.00	107,068.00	100.00%
CONTINGENCY & RESERVES					
23657	CONTINGENCY	200,000.00	0.00	0.00	0.00%
UNAPPROPRIATED ENDING FUND BALANCE					
23491	BUDGETED ENDING FUND BALANCE	366,821.00	366,821.00	366,821.00	100.00%
	TOTAL REQUIREMENTS	1,062,701.00	394,778.86	664,114.35	62.49%

City of Gold Beach
ENTERPRISE FUND
SEWER UTILITY FUND

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

23302	STERLING MONEY MARKET	176,375.35
23306	UMPQUA MONEY MARKET	490,616.16
23301	GENERAL CHECKING	20,966.89
	TOTAL CASH ASSETS	<u>687,958.40</u>

RESTRICTED ASSETS

23303	HC SEWER REIMBURSEMENT SAVINGS	0.00
23304	MULTIUSE TRUCK CD 1/2	0.00
23305	SEWER UTILITY CD	0.00
23201	MULTIUSE TRUCK CD #2	0.00
	TOTAL RESTRICTED ASSETS	<u>0.00</u>

RECEIVABLES

23312	ACCOUNTS RECEIVABLE	0.00
23318	UTILITY RECEIVABLE	0.00
	TOTAL RECEIVABLES	<u>0.00</u>

TOTAL ASSETS	<u>687,958.40</u>
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LIABILITIES AND FUND BALANCE (EQUITY)

LIABILITIES

23401	ACCOUNTS PAYABLE	0.00
23403	EMPLOYEE WITHHOLDINGS	453.41
23405	SEWER ACCRUED BENEFITS	5,427.19
23402	HC SEWER REIMBURSEMENT	53.92
	TOTAL LIABILITIES	<u>5,934.52</u>

FUND BALANCE (EQUITY)

23490	ACTUAL BEGINNING FUND BALANCE	772,937.83
	ACTUAL CHANGES IN FUND BALANCE YTD	(90,913.95)
	TOTAL FUND BALANCE	<u>682,023.88</u>

TOTAL LIABILITIES AND FUND BALANCE (EQUITY)	<u>687,958.40</u>
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City of Gold Beach
RESERVE FUND
BUILDING RESERVE FUND

REVENUES & EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

This fund is authorized by resolution #0910-29 on 1/10/10, for the purpose of major remodeling project building repairs, and replacement of municipal owned buildings

	<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>REVENUES</u>				
<u>MISCELLANEOUS REVENUE</u>				
93565 INTEREST	2,500.00	120.76	1,919.27	76.77%
<u>TRANSFER IN FOR CITY HALL</u>				
93590-12 TRANSFER IN GENERAL FUND	10,000.00	0.00	10,000.00	100.00%
93590-22 TRANSFER IN WATER UTILITY	1,500.00	0.00	1,500.00	100.00%
93590-23 TRANSFER IN SEWER UTILITY	1,500.00	0.00	1,500.00	100.00%
TOTAL CITY HALL TRANSFERS	13,000.00	0.00	13,000.00	100.00%
<u>TRANSFER IN VISITOR CENTER BUILDING</u>				
93590-24 TRANSFER IN PROMO	7,500.00	0.00	7,500.00	100.00%
<u>BEGINNING FUND BALANCE</u>				
			<u>ACTUAL BFB</u> <u>ACTUAL BFB</u>	
93490 BUDGETED BEGINNING FUND BALANCE	383,400.00	384,638.56	384,638.56	100.32%
TOTAL RESOURCES	406,400.00	384,759.32	407,057.83	100.16%
 <u>EXPENDITURES & REQUIREMENTS</u>				
<u>CAPITAL OUTLAY</u>				
93662 CITY HALL BLDG EXPENDITURES	29,000.00	4,078.54	20,396.11	70.33%
<u>CONTINGENCY & RESERVE</u>				
93658 RESERVE BUILDINGS	377,400.00	0.00	0.00	0.00%
TOTAL EXPENDITURES & REQUIREMENTS	406,400.00	4,078.54	20,396.11	5.02%

City of Gold Beach
RESERVE FUND
BUILDING RESERVE FUND

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

CASH:		
93301	CHECKING	0.00
93307	UMPQUA SAVINGS	111,389.99
93302	STERLING SAVINGS	83,515.60
93308	VISITOR CENTER STERLING SAVINGS	18,003.82
93303	PW SHOPS STERLING SAVINGS	116,092.02
	TOTAL CASH ASSETS	329,001.43

RESTRICTED ASSETS

93304	SHOPS CD	0.00
93305	CITY HALL CD	0.00
93306	RESERVOIR CD	57,660.29
	TOTAL RESTRICTED ASSETS	57,660.29

	TOTAL ASSETS	386,661.72
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LIABILITIES & FUND BALANCE (EQUITY)

LIABILITIES

93401	ACCOUNTS PAYABLE	0.00
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FUND BALANCE:

ACTUAL BEGINNING FUND BALANCE	384,638.56
ACTUAL CHANGE IN FUND BAL YTD	2,023.16

TOTAL FUND BALANCE	386,661.72
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	TOTAL LIABILITIES AND FUND BALANCE	386,661.72
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City of Gold Beach
RESERVE FUND
NON-INSURED LOSSES, VEHICLE DAMAGE, UNEMPLOYMENT RESERVE FUND

REVENUES & EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

This fund is authorized by resolution #0910-29 on 10, 2010, for the purpose of paying for vehicular damages and other losses not covered by the City insurance policies and for unemployment expense

	<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>REVENUES</u>				
<u>MISCELLANEOUS REVENUE</u>				
92565 INTEREST	150.00	42.52	131.62	87.75%
<u>TRANSFER IN FOR CITY HALL</u>				
92590-12 TRANSFER IN GENERAL FUND	7,000.00	0.00	7,000.00	100.00%
92590-22 TRANSFER IN WATER UTILITY	2,000.00	0.00	2,000.00	100.00%
92590-23 TRANSFER IN SEWER UTILITY	2,000.00	0.00	2,000.00	100.00%
TOTAL CITY HALL TRANSFERS	11,000.00	0.00	11,000.00	100.00%
<u>BEGINNING FUND BALANCE</u>				
		<u>ACTUAL BFB</u>	<u>ACTUAL BFB</u>	
92490 BUDGETED BEGINNING FUND BALANCE	22,550.00	59,290.79	59,290.79	262.93%
TOTAL RESOURCES	<u>33,700.00</u>	<u>59,333.31</u>	<u>70,422.41</u>	<u>208.97%</u>
 <u>EXPENDITURES & REQUIREMENTS</u>				
<u>MATERIALS & SERVICES</u>				
92614 VEHICLE & OTHER NON-INSURED	4,000.00	1,565.00	1,565.00	39.13%
92615 UNEMPLOYMENT	12,000.00	0.00	4,369.00	36.41%
TOTAL MATERIALS & SERVICES	16,000.00	1,565.00	5,934.00	
<u>CONTINGENCY & RESERVE</u>				
92658 RESERVE & CONTINGENCY	20,700.00	0.00	0.00	0.00%
TOTAL EXPENDITURES & REQUIREMENTS	<u>36,700.00</u>	<u>1,565.00</u>	<u>5,934.00</u>	<u>16.17%</u>

City of Gold Beach
RESERVE FUND
NON-INSURED LOSSES, VEHICLE DAMAGE, UNEMPLOYMENT RESERVE FUND

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

	CASH:	
92302	STERLING SAVINGS	4,991.12
92303	UMPQUA SAVINGS	60,497.29
92301	CHECKING	0.00
	TOTAL CASH ASSETS	65,488.41

<u>TOTAL ASSETS</u>	<u>65,488.41</u>
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LIABILITIES & FUND BALANCE (EQUITY)

LIABILITIES

92401	ACCOUNTS PAYABLE	0.00
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FUND BALANCE:

ACTUAL BEGINNING FUND BALANCE	59,290.79
ACTUAL CHANGE IN FUND BAL YTD	<u>6,197.62</u>

TOTAL FUND BALANCE	<u>65,488.41</u>
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<u>TOTAL LIABILITIES AND FUND BALANCE</u>	<u>65,488.41</u>
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City of Gold Beach
RESERVE FUND
WATER RESERVE FUND

REVENUES & EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

This fund is authorized by resolution #0910-29 on 10/10/2010, for the purpose of capital repairs and improvements to the City's water system

		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>VARIANCE</u>
<u>REVENUES</u>					
<u>CHARGES & FEES</u>					
64527	SDC CHARGES	7,000.00	0.00	0.00	0.00%
<u>MISCELLANEOUS REVENUE</u>					
64565	INTEREST	250.00	71.20	1,970.78	788.31%
<u>TRANSFER IN</u>					
64590-22	TRANSFER IN WATER UTILITY	50,000.00	0.00	50,000.00	100.00%
<u>BEGINNING FUND BALANCE</u>				<u>ACTUAL BFB</u>	<u>ACTUAL BFB</u>
64490	BUDGETED BEGINNING FUND BALANCE	326,000.00	327,437.75	327,437.75	100.44%
TOTAL FUND REVENUE		<u>383,250.00</u>	<u>327,508.95</u>	<u>379,408.53</u>	<u>99.00%</u>

<u>EXPENDITURES & REQUIREMENTS</u>					
<u>CONTINGENCY & RESERVE</u>					
64658	RESERVE & CONTINGENCY	315,750.00	0.00	0.00	0.00%
<u>TRANSFERS OUT</u>					
64690-26	TRANSFER OUT TO HCH/EM WATER FUND	67,500.00	0.00	67,500.00	100.00%
TOTAL EXPENDITURES & REQUIREMENTS		<u>383,250.00</u>	<u>0.00</u>	<u>67,500.00</u>	<u>17.61%</u>

City of Gold Beach
RESERVE FUND
WATER RESERVE FUND

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

	CASH:		
64302	STERLING MONEY MARKET	6,912.06	
64303	UMPQUA MONEY MARKET	102,696.40	
64301	CHECKING	0.00	
	TOTAL CASH ASSETS		<u>109,608.46</u>

RESTRICTED ASSETS

64304	WRF CD #1	202,300.07	
64305	WRF CD #2	0.00	
	TOTAL RESTRICTED ASSETS		<u>202,300.07</u>

TOTAL ASSETS 311,908.53

LIABILITIES & FUND BALANCE (EQUITY)

LIABILITIES

64401	ACCOUNTS PAYABLE	0.00	
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FUND BALANCE:

ACTUAL BEGINNING FUND BALANCE	327,437.75	
ACTUAL CHANGE IN FUND BAL YTD	<u>(15,529.22)</u>	

TOTAL FUND BALANCE 311,908.53

TOTAL LIABILITIES AND FUND BALANCE 311,908.53

City of Gold Beach
RESERVE FUND
SEWER RESERVE FUND

REVENUES & EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

This fund is authorized by resolution #0910-29 on May 10, 2010, for the purpose of paying for major improvements and expansion of the City's wastewater system

		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>REVENUES</u>					
<u>CHARGES & FEES</u>					
74570	SEWER RESERVE SURCHARGE	30,000.00	2,902.84	18,586.91	61.96%
74571	STP SURCHARGE	350,000.00	27,093.07	225,535.52	64.44%
TOTAL CHARGES & FEES		380,000.00	29,995.91	244,122.43	64.24%
<u>MISCELLANEOUS REVENUE</u>					
74565	INTEREST	11,000.00	935.19	9,525.19	86.59%
<u>TRANSFER IN</u>					
74590-23	TRANSFER IN SEWER UTILITY	50,000.00	0.00	50,000.00	100.00%
<u>GRANTS & LOANS</u>					
74526	LOANS	5,157,344.00	0.00	40,011.00	0.78%
74525	GRANTS	275,000.00	0.00	0.00	0.00%
TOTAL GRANTS/LOANS		5,432,344.00	0.00	40,011.00	0.74%
<u>BEGINNING FUND BALANCE</u>					
74490	BUDGETED BEGINNING FUND BALANCE	1,200,000.00	ACTUAL BFB 1,543,522.79	ACTUAL BFB 1,543,522.79	128.63%
TOTAL FUND REVENUE		7,073,344.00	1,574,453.89	1,887,181.41	26.68%
<u>EXPENDITURES & REQUIREMENTS</u>					
<u>CAPITAL OUTLAY</u>					
74664	PROJECT COSTS	4,836,432.00	6,542.50	97,747.99	2.02%
<u>DEBT SERVICE</u>					
74681	LOAN PAYMENTS	400,000.00	0.00	24,940.00	6.24%
<u>TRANSFERS OUT</u>					
74690-12	TRANSFER TO GENERAL INDIRECT	38,088.00	0.00	0.00	0.00%
<u>CONTINGENCY & RESERVE</u>					
74657	LOAN RESERVE & CONTINGENCY	475,512.00	0.00	0.00	0.00%
<u>UNAPPROPRIATED ENDING FUND BALANCE</u>					
74491	BUDGETED ENDING FUND BALANCE	1,323,312.00	1,323,312.00	1,323,312.00	100.00%
TOTAL EXPENDITURES & REQUIREMENTS		7,073,344.00	1,329,854.50	1,445,999.99	20.44%

City of Gold Beach
RESERVE FUND
SEWER RESERVE FUND

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

	CASH:	
74302	STERLING MONEY MARKET	74,909.99
74306	UMPQUA MONEY MARKET	1,448,113.83
74301	CHECKING	<u>175,010.81</u>
	TOTAL CASH ASSETS	<u>1,698,034.63</u>

RESTRICTED ASSETS

74303	DEQ LOAN RESERVE CD	0.00
74304	SEWER RESERVE CD	0.00
74305	SEWER SDC CD	<u>28,370.79</u>
	TOTAL RESTRICTED ASSETS	<u>28,370.79</u>

RECEIVABLES

74312	ACCOUNTS RECEIVABLE	0.00
74318	UTILITY RECEIVABLE	<u>0.00</u>
	TOTAL RECEIVABLES	<u>0.00</u>

TOTAL ASSETS	<u>1,726,405.42</u>
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LIABILITIES & FUND BALANCE (EQUITY)

LIABILITIES

74401	ACCOUNTS PAYABLE	0.00
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FUND BALANCE:

ACTUAL BEGINNING FUND BALANCE	1,543,522.79
ACTUAL CHANGE IN FUND BAL YTD	<u>182,882.63</u>

TOTAL FUND BALANCE	<u>1,726,405.42</u>
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TOTAL LIABILITIES AND FUND BALANCE	<u>1,726,405.42</u>
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City of Gold Beach
RESERVE FUND
FIRE TRUCK RESERVE

REVENUES & EXPENDITURES
FOR THE PERIOD ENDING 01/31/2011

This Local Option Tax to purchase a new fire truck submitted to voters per Resolution R0405-1 approved by the taxpayers on 11/2/04 Collection began in FY 2005-06

		<u>BUDGET</u>	<u>MONTH</u>	<u>YTD</u>	<u>% TO DATE</u>
<u>REVENUES</u>					
<u>LOCAL OPTION TAX LEVY</u>					
94502	PREVIOUSLY LEVIED TAXES	1,500.00	150.53	1,437.36	95.82%
94590	CURRENT YEAR TAXES	35,000.00	516.12	32,650.94	93.29%
	TOTAL LOCAL OPTION TAX LEVY	36,500.00	666.65	34,088.30	93.39%
<u>MISCELLANEOUS REVENUE</u>					
94565	INTEREST	400.00	95.38	1,604.23	401.06%
94567	CONTRIBUTIONS FIRE DISTRICTS	91,000.00	38,500.00	38,500.00	42.31%
	TOTAL MISC REVENUE	91,400.00	38,595.38	40,104.23	43.88%
<u>BEGINNING FUND BALANCE</u>					
				ACTUAL BFB	
94490	BUDGETED BEGINNING FUND BALANCE	263,000.00	254,922.86	254,922.86	96.93%
	TOTAL RESOURCES	<u>390,900.00</u>	<u>294,184.89</u>	<u>329,115.39</u>	<u>84.19%</u>
<u>EXPENDITURES & REQUIREMENTS</u>					
<u>CONTINGENCY & RESERVE</u>					
94658	CONTINGENCY & RESERVE	390,900.00	0.00	0.00	0.00%
	TOTAL EXPENDITURES & REQUIREMENTS	<u>390,900.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>

City of Gold Beach
RESERVE FUND
FIRE TRUCK RESERVE

BALANCE SHEET
FOR THE PERIOD ENDING 01/31/2011

ASSETS

CASH ASSETS

	CASH:	
94302	STERLING SAVINGS	52,795.39
94303	UMPQUA SAVINGS	118,338.38
94301	CHECKING	39,170.47
	TOTAL CASH ASSETS	<u>210,304.24</u>

RESTRICTED ASSETS

94304	FIRE TRUCK CD #1	118,811.15
94305	FIRE TRUCK CD #2	0.00
	TOTAL RESTRICTED ASSETS	<u>118,811.15</u>

RECEIVABLES

94312	ACCOUNTS RECEIVABLE	0.00
94313	PROPERTY TAX RECEIVABLE	0.00
	TOTAL RECEIVABLES	<u>0.00</u>

TOTAL ASSETS **329,115.39**

LIABILITIES & FUND BALANCE (EQUITY)

LIABILITIES

94401	ACCOUNTS PAYABLE	0.00
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FUND BALANCE:

ACTUAL BEGINNING FUND BALANCE	254,922.86
ACTUAL CHANGE IN FUND BAL YTD	<u>74,192.53</u>

TOTAL FUND BALANCE 329,115.39

TOTAL LIABILITIES AND FUND BALANCE **329,115.39**

**PUBLIC CONTRACTS &
PURCHASING**

**CURRY COUNTY LOCAL PUBLIC SAFETY COORDINATING COUNCIL
(LPSCC)**

BYLAWS

I. PURPOSE

The Council shall develop and recommend to the County Board of Commissioners:

- (1) Plans for the use of state resources to serve the local youth offender population and the Coordination of local juvenile justice policy among affected juvenile justice entities.
- (2) Identify and recommend State and local resources to serve the needs of that part of the local offender population who are at least 15 years of age and less than 18 years of age, which plan must provide for coordination of community-wide services involving prevention, treatment, education, employment resources and intervention strategies.
- (3) In consultation with the local commission on children and families, develop and recommend to the county board of commissioners a plan designed to prevent criminal involvement by youth. The plan must provide for coordination of community-wide services involving treatment, education, employment and intervention strategies aimed at crime prevention.
- (4) Coordinate local criminal justice policy among affected criminal justice entities.
- (5) Create subcommittees as necessary or required to provide the County Board of Commissioners with information regarding public safety matters.
- (6) Prepare an annual summary of program, service or budget changes made in response to the recommendations of the local public safety coordinating council described in ORS 423.560 and 423.565. The summary shall be provided to the County Board of Commissioners for approval and sent to the Oregon Criminal Justice Commission.

II. MEMBERSHIP

The membership of the Council shall consist of the following:

- (1) A police chief selected by the police chiefs in the county;
- (2) The sheriff of the county;
- (3) The community corrections director;
- (4) The district attorney of the county;
- (5) A state court judge, appointed by the presiding judge of the judicial district in which the county is located;
- (6) A public defender or defense attorney, appointed by the presiding judge of the judicial district in which the county is located;

- (7) A county commissioner appointed by the county commissioners;
- (8) A juvenile department director appointed by the county commissioners;
- (9) A health department director appointed by the county commissioners;
- (10) A mental health director appointed by the county commissioners;
- (11) At least one lay citizen appointed by the county commissioners;
- (12) A city councilor or mayor selected by the cities in the county;
- (13) A city manager or other city representative selected by the cities in the county;
- (14) A representative of the Oregon State Police, who is a nonvoting member of the council, selected by the Superintendent of State Police;
- (15) A representative of the Oregon Youth Authority, who is a nonvoting member of the council, selected by the Director of the Oregon Youth Authority.

To ensure each municipality is represented at LPSCC, the following appointments and terms are scheduled through December 2018:

Appointment Term	Brookings	Gold Beach	Port Orford
1/2011-12/2013	City Manager or other City Representative	Police Chief	City Councilor/Mayor
1/2013-12/2015	City Councilor/Mayor	City Manager or other City Representative	Police Chief
1/2016-12/2018	Police Chief	City Councilor/Mayor	City Manager or other City Representative

III. OFFICERS

All officers of the Council shall also be members of the Council. The officers shall be a Chair, Vice-Chair, and Secretary. The Chair, Vice-Chair, and Secretary shall be elected by a majority of the voting members for a term of two years beginning the first of January of each even numbered year.

The Chair or Vice-Chair shall preside at meetings, form subcommittees and task forces, and appoint members to serve on these, and perform all other duties necessary or incidental to the office.

In the absence of the Chair or Vice-Chair, the Secretary shall act as Chair. If the office of Chair becomes vacant in midterm, the Vice-Chair shall assume the office of Chair for the remainder of the term. If the office of Vice-Chair or Secretary becomes vacant during the midterm, the voting members shall elect a successor to complete the unexpired term.

Officers may be recommended for removal by a 2/3 majority vote of the voting members.

IV. REMOVAL FROM OFFICE

Council members may be recommended for removal by a 2/3 majority vote of the voting members for cause, including non-attendance at scheduled meetings. The recommendation shall be forwarded to the appointing authority and the Council shall request that appointing authority appoint a replacement within 60 days.

V. MEETINGS

Meetings shall be held on a schedule established by the voting membership at the beginning of each calendar year. Special meetings may be called by the Chair or a majority of the voting members, or at the request of the County Board of Commissioners.

The Council is subject to and shall comply with the requirements of Oregon's Public Meeting Law. Roberts Rules of Order (revised) shall guide any point of parliamentary procedure not contained in the bylaws.

VI. QUORUM

A quorum for the transaction of official business shall consist of a majority of the voting members of the Council, with a minimum of seven (7), which may include designated alternates.

VII. VOTING RIGHTS

Each voting member, with the exception of lay members, shall designate their alternate at the first meeting at the beginning of each calendar year. The written designation must be submitted to the secretary for the record.

All Council members or in their absence their designated alternate in attendance at the meeting, shall have the right to vote with the exception of the Oregon State Police and Oregon Youth Authority representatives, as provided by law.

Each member or designated alternate present at a meeting for which a quorum of the membership is in attendance shall have the right to call for a vote on any official action or recommendation of the Council. All matters requiring a vote shall be decided by a majority of the voting members present and all votes shall be recorded in the minutes of the meeting.

No voting by proxy shall be allowed.

VIII. SUBCOMMITTEES

The Council or Chair may create subcommittees and task forces to perform such tasks as the Council or Chair may designate. Subcommittees and task forces may be formed of members and non-members.

IX. ADOPTION AND AMMENDMENT

The bylaws shall be adopted by a majority vote of the voting membership. Amendments to the bylaws may be adopted only by a majority vote of the voting membership. Written notices shall be given to the full membership of the Council at least five (5) days prior to a vote as to any amendment of the bylaws.

**AMENDMENT TO CURRY COUNTY LOCAL PUBLIC SAFETY
COORDINATING COUNCIL (LPSCC) BYLAWS**

The Bylaws of the Curry County Local Public Safety Coordinating Council (LPSCC) are amended as follows:

1) The third sentence of Section III "Officers" which states "Chair shall be the County Commissioner liaison" is deleted in its entirety. In its place the following language is added: "The Chair shall be elected by a majority of the voting members. The first election (following the July 2008 amendment) shall be at the August, 2008, meeting."

2) The fourth sentence of Section III is amended by adding the words "Except as provided below" at the beginning of the sentence and by adding the word "Chair" before the word "Vice Chair." In its place the following language is added: "Except as otherwise provided below, the Chair, Vice Chair and Secretary will be elected for a term of two years, beginning the first of January each even numbered year. The first term of the Chair elected in August of 2008 shall expire on December 31, 2009."

3) The fourth paragraph of Section III is amended by inserting the word "Chair" before the word "Vice Chair." The sentence now reads: "An election for Chair, Vice Chair and Secretary will be held in the (12th) twelfth month of odd # of years; nomination for officers will be in the (11th) eleventh month, the election vote will be in the (12th) twelfth month."

4) All other terms of the bylaws remain unchanged.

A copy of the full bylaws as amended is attached hereto.

Adopted: 7/21/08

LPSCC Chair: George Nowlin

Accepted 7-21-08 :

CURRY COUNTY BOARD OF COMMISSIONERS

Georgia Yee Nowlin

Georgia Yee Nowlin, Chair

Lucie La Bonte

Lucie La Bonte, Vice Chair

Marlyn Schafer

Marlyn Schafer, Commissioner

CURRY COUNTY LOCAL PUBLIC SAFETY COORDINATING COUNCIL (LPSCC)

BYLAWS

I. PURPOSE

The Council shall develop and recommend to the County Board of Commissioners:

1. Plans for use of state and local resources to serve the local adult offender population; ~~plans must provide for coordination of community-wide services involving prevention, treatment, education, employment resources and intervention strategies;~~
2. Plans for use of state and local resources to serve the local youth offender population; plans must provide for coordination of community-wide services involving prevention, treatment, education, employment resources and intervention strategies;
3. Coordination of local criminal and juvenile justice policies among affected criminal justice entities and social service providers;
4. ~~Plans designed to prevent criminal involvement by youth; said plans to be developed in consultation with the local Curry County Commission on Children and Families and other involved community partners; the plans must provide for coordination of community-wide services involving treatment, education, employment and intervention strategies for crime prevention;~~

II. MEMBERSHIP

The voting members of the Council shall consist of the following:

1. A Police Chief selected by the Police Chiefs in Curry County;
2. The Curry County Sheriff;
3. The Curry County District Attorney;
4. A State Court Judge appointed by the presiding Judge of Curry County; *the Judicial District*
5. A Public Defender or Defense Attorney appointed by the presiding Judge of Curry County; *the Judicial District*
6. The Supervisor of Community Corrections;
Director

7. The Director of the Curry County Juvenile Department;
8. One Curry County Commissioner;
9. The Director of the Curry County Department of Health
10. The Director of the Curry County Human Services Department
- 11/12/13. ^{one} ~~Three lay citizens, one from each area of the county: north, central, south, appointed by the Curry County Board of Commissioners for two-year terms, one of which should be appointed for an initial one-year term, and two of which should be appointed for two-year terms;~~
14. One City Councilor or Mayor selected by the cities in Curry County; and
15. One City Manager or other city representative selected by the cities in Curry County; and
16. A representative of the Oregon State Police, who is a non-voting member of the council selected by the Superintendent of the State Police;
- ~~17. A representative of the Education Community;~~
- ~~18. A representative from the local Curry County Commission of Children and Families;~~
- ~~19. A representative from Services to Children and Families;~~
- ~~20. Alcohol Tobacco Drug Prevention Coordinator;~~
21. A representative of Oregon Youth Authority, who is non-voting member of the council, selected by the Director of the Oregon Youth Authority;
- ~~22. A hospital representative~~
- ~~23. A student position, non-voting, term yearly from September to June~~

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Additional voting members may be added upon approval by LPSCC membership and the Curry County Board of Commissioners.

III. OFFICERS

All officers of the Council shall also be members of the Council. The officers shall be a Chair and Vice-chair and Secretary. The Chair shall be elected by a majority of the voting members. The first election (following the July 2008 amendment) shall be at the August, 2008, meeting. Except as otherwise provided below, the Chair, Vice-chair and Secretary will be elected for a term of two years, beginning the first of January each even numbered year. The first term of the Chair elected in August of 2008 shall expire on December 31, 2009. ~~The Vice-chair shall be a non-county employee.~~

The Chair or Vice-chair shall preside at meetings, form subcommittees and task forces, and appoint members to serve on these, and perform all other duties necessary or incidental to the office.

In the absence of the Chair and Vice-chair, the Secretary shall act as Chair. If the office of Chair becomes vacant in midterm, the Vice-chair shall assume the office of Chair for the remainder of the term. If the office of Vice-chair becomes vacant in midterm, the remaining members shall elect a successor to complete the unexpired term.

An election for Chair, Vice-chair and Secretary will be held in the (12th) twelfth month of odd # of years; nomination for officers will be in the (11th) eleventh month, the election vote will be in the (12th) twelfth month.

Officers will be elected by a majority of voting members

Officers may be recommended for removal by a 2/3 majority vote of the full Council.

IV. REMOVAL FROM OFFICE

Council members may be recommended for removal by a 2/3 majority vote of the full Council for cause, including non-attendance at scheduled meetings. The recommendation shall be forwarded to the appointing authority and the council shall request that the appointing authority appoint a replacement within 60 days.

V. MEETINGS

Meetings shall be held on a schedule to be established by the membership. Special meetings may be called by the Chair or by a majority of the full membership, or at the request of the Curry County Board of Commissioners.

The Council is subject to and shall comply with the requirements of Oregon's Public Meeting Law. Roberts Rules of Order (revised) shall guide any point of parliamentary procedure not contained in the bylaws.

VI. QUORUM

A quorum for the transaction of official business shall consist of a majority of voting members of the Council who are present at the meeting, with a minimum of five or their designated alternates in their absence. The member or designated alternate must be physically present at the meeting to be counted as part of the quorum.

VII. VOTING RIGHTS

Each voting member, with the exception of the lay members, may

designate their alternate at the first meeting at the beginning of each calendar year. The written designation must be submitted to the Secretary for the record.

All Council members or in their absence their designated alternate in attendance at the meeting, shall have the right to vote with the exception of the Oregon State Police and Oregon Youth Authority representatives, as provided by law.

Each member or designated alternate present at a meeting for which a quorum of the membership is in attendance shall have the right to call for a vote on any official action or recommendation of the council. All matters requiring a vote shall be decided by a majority of voting members present, with the exception of a vote for removal from office as provided for in Article III and IV herein and amendment of the bylaws as provided for in Article IX herein. All votes shall be recorded in the minutes of the meeting.

No voting by proxy shall be allowed.

VIII. SUBCOMMITTEES

The Council or the Chair may create subcommittees and task forces to perform such tasks as this Council or Chair may designate. Subcommittees and task forces may be formed of members and non-members.

IX. ADOPTION AND AMENDMENT

The bylaws shall be adopted by a majority vote of the full Council. Amendments to the bylaws may be adopted only by a majority vote of the full Council. Written notices shall be given to the full membership of the Council at least (5) five days prior to a vote as to any amendment of the bylaws.

423.560 Local public safety coordinating council; duties. (1) The board of county commissioners of a county shall convene a local public safety coordinating council. The council shall include, but need not be limited to:

- (a) A police chief selected by the police chiefs in the county;
- (b) The sheriff of the county or, if two or more counties have joined together to provide community corrections services, a sheriff selected by the sheriffs in the counties;
- (c) The district attorney of the county or, if two or more counties have joined together to provide community corrections services, a district attorney selected by the district attorneys of the counties;
- (d) A state court judge, and a public defender or defense attorney, both appointed by the presiding judge of the judicial district in which the county is located;
- (e) A director of community corrections, a county commissioner, a juvenile department director, a health director, a mental health director and at least one lay citizen, all appointed by the county commissioners;
- (f) A city councilor or mayor and a city manager or other city representative, both selected by the cities in the county;
- (g) A representative of the Oregon State Police, who is a nonvoting member of the council, selected by the Superintendent of State Police; and
- (h) A representative of the Oregon Youth Authority, who is a nonvoting member of the council, selected by the Director of the Oregon Youth Authority.

(2) The boards of county commissioners of two or more counties may jointly convene a single, regional local public safety coordinating council by means of an intergovernmental agreement. Local officials may combine the council with existing local criminal justice advisory councils established under ORS 1.851.

(3) The local public safety coordinating council shall, at a minimum:

- (a) Develop and recommend to the county board of commissioners a plan for use of:
 - (A) State resources to serve the local offender population; and
 - (B) State and local resources to serve the needs of that part of the local offender population who are at least 15 years of age and less than 18 years of age, which plan must provide for coordination of community-wide services involving prevention, treatment, education, employment resources and intervention strategies; and
- (b) Coordinate local criminal justice policy among affected criminal justice entities.

(4) Nonvoting members of a local public safety coordinating council may not be counted in determining whether a quorum exists.

(5) If a quorum is present at any meeting of the council, action may be taken by an affirmative vote of a majority of the quorum.

(6) The appointing authorities described in subsection (1) of this section shall fill a vacancy over which they have appointment authority within three months of a vacancy or as soon as possible. [1977 c.412 §12; 1995 c.423 §11; 1997 c.249 §136; 1997 c.698 §1; 2003 c.162 §1; 2007 c.682 §2; 2009 c.286 §1]

423.565 Additional duties of public safety coordinating council. In addition to the duties assigned to it under ORS 423.560, the local public safety coordinating council convened by the board of commissioners shall, at a minimum:

- (1) Develop and recommend to the county board of commissioners the plan for use of state resources to serve the local youth offender population.

(2) Coordinate local juvenile justice policy among affected juvenile justice entities.

(3) In consultation with the local commission on children and families, develop and recommend to the county board of commissioners a plan designed to prevent criminal involvement by youth. The plan must provide for coordination of community-wide services involving treatment, education, employment and intervention strategies aimed at crime prevention.

(4) Create a facility advisory subcommittee when provided with the information described in ORS 169.690. The subcommittee shall be composed of the following persons:

(a) The affected law enforcement officer described in ORS 423.560 (1)(a) or (b);

(b) A district attorney;

(c) A mental health director;

(d) A designee of the city council or county board of commissioners, whichever is affected;

(e) A representative of an organization that advocates on behalf of persons with mental illness; and

(f) A consumer as defined in ORS 430.073.

(5) If a written plan of action has been provided to the council under ORS 165.127, annually review the plan and, if appropriate, make written recommendations to the affected district attorney for plan improvements. [1995 c.422 §75; 1995 c.423 §11a; 2009 c.121 §2; 2009 c.811 §12]

423.569 Annual summary. (1) The board or boards of county commissioners that have convened a local public safety coordinating council shall publish an annual summary of program, service or budget changes made in response to the recommendations of the local public safety coordinating council described in ORS 423.560 and 423.565.

(2) The summary described in subsection (1) of this section shall be provided to the local public safety coordinating council and the Oregon Criminal Justice Commission. [2007 c.682 §1]

**ORDINANCES &
RESOLUTIONS**

ORDINANCE 638

**AN ORDINANCE REPEALING ORDINANCE NO. 404 GOVERNING
RETENTION AND DISPOSAL OF PUBLIC RECORDS OF THE CITY OF
GOLD BEACH**

WHEREAS, the schedules of record retention provided in OAR chapter 166, as authorized by ORS 192.105 and 357.895, govern the retention and disposal of all public records of the City of Gold Beach; and

WHEREAS, the City of Gold Beach historically has adopted the records retention schedules provided in OAR chapter 166 for management of all City of Gold Beach public records; and

WHEREAS, the City of Gold Beach is required by state law to continue to use the applicable records retention schedules provided in OAR chapter 166 for continued management of all City of Gold Beach public records; and

WHEREAS, management of public records is an administrative function of the City; and

WHEREAS, Ordinance No. 404, An Ordinance providing for the Retention and Disposal of Records of the City of Gold Beach, is unnecessary for proper management and disposal of public documents.

NOW, THEREFORE, the City of Gold Beach Ordains as follows:

Section 1 Repeal

Ordinance No. 404 An Ordinance Providing for the Retention and Disposal of Records of the City of Gold Beach is hereby repealed in its entirety.

Passed and adopted by the City Council of the City of Gold Beach, State of Oregon, on the ____ day of _____ 2011.

Approved by the Mayor on the _____ day of _____ 2011.

James H. Wernicke, Mayor

ATTEST:

Ellen Barnes, City Administrator

First Reading: February 14, 2011

Second Reading: _____

Jodi Fritts, City Recorder

RESOLUTION R1011-28

**A RESOLUTION INCREASING THE BASE SEWER RATE BY \$5 PER ERU
AND IMPLEMENTING AN ANNUAL INFLATION ADJUSTMENT FOR
SEWER FEES**

- WHEREAS:** The City of Gold Beach provides sewer services for businesses, agencies, and private residents within the Gold Beach city limits; and
- WHEREAS:** The City of Gold Beach is undergoing significant wastewater system facility improvements to correct operational deficiencies, update and replace deteriorating structures and equipment and to expand collection and treatment capacity; and
- WHEREAS:** City of Gold Beach utility Code Section 3.400 grants the City Council exclusive control of and regulation over sewer use charges, including the authority to review, and by resolution, to set or change sewer services charges; and
- WHEREAS:** As a finding of the recent sewer rate study, the Rural Community Assistance Corporation (RCAC) recommended raising base sewer rates by at \$4.63 per EDU to pay debt service for wastewater treatment facility improvements and ensure adequate revenues to cover operational expenses; and
- WHEREAS:** RCAC further recommended that the City Council for the City of Gold Beach adopt annual revenue adjustments for sewer rates to ensure revenues keep pace with inflation.

NOW, THEREFORE, BE IT RESOLVED that in order to service the upcoming construction debt for improvements to the wastewater treatment facility and ensure adequate revenues to cover operational expenses during the upcoming fiscal year, the City Council for the City of Gold Beach hereby increases the sewer base rates from \$19.00 per ERU to \$24.00 ERU beginning July 1, 2011; and

BE IT FURTHER RESOLVED that in order to maintain a financially sustainable sewer utility system, the City Council for the City of Gold Beach hereby authorizes annual revenue adjustments based on the Municipal Cost Index, published by American City and County, for the City of Gold Beach Sewer Utility Fund beginning July 1, 2012.

PASSED BY THE CITY COUNCIL OF THE CITY OF GOLD BEACH, COUNTY OF CURRY, STATE OF OREGON, AND EFFECTIVE THIS 14TH DAY OF MARCH 2011

APPROVED BY:

James H. Wernicke, Mayor

ATTEST:

Jodi Fritts, City Recorder

RESOLUTION R1011-29

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A LOAN AGREEMENT WITH DEQ FOR INTERIM FINANCING FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT AND REPEALING RESOLUTION R1011-25

WHEREAS: the City of Gold Beach applied to the Oregon Department of Environmental Quality (DEQ) Clean Water State Revolving Fund for interim funding to help construct improvements to the city's wastewater treatment facility; and

WHEREAS: the DEQ has offered the City an interim financing loan for \$3,944,000 at 1.11% interest due August 31, 2013; and

WHEREAS: the principal and interest on the loan will be paid in full with disbursement of USDA Rural Development funding awarded to the City.

NOW, THEREFORE, BE IT RESOLVED the City Council for the City of Gold Beach authorizes the City Administrator to execute a loan agreement with the DEQ for interim financing for the wastewater treatment plant improvement project and repeals Resolution R1011-25.

PASSED BY THE CITY COUNCIL OF THE CITY OF GOLD BEACH, COUNTY OF CURRY, STATE OF OREGON, AND EFFECTIVE THIS 14TH DAY OF MARCH 2011

APPROVED BY:

James H. Wernicke, Mayor

ATTEST:

Jodi Fritts, City Recorder

ORDINANCE NO. 639

AN ORDINANCE AMENDING SECTION 1.305 OF THE GOLD BEACH
ADMINISTRATION CODE TO CHANGE THE QUALIFICATIONS OF THE
MUNICIPAL COURT JUDGE

The City of Gold Beach ordains as follows:

Section 1. Section 1.305(2)a of the City of Gold Beach Administration Code is amended as follows:

Unless otherwise approved by a majority of the Council, the municipal judge shall be a person of good character, shall be a citizen of the United States, and shall be a resident of the state of Oregon. The municipal judge may be, but is not required to be, an attorney. If the municipal judge is an attorney, then the municipal judge shall be a member in good standing of the Oregon State Bar Association.

PASSED BY THE CITY COUNCIL OF THE CITY OF GOLD BEACH, COUNTY
OF CURRY, STATE OF OREGON, THIS _____ DAY OF _____,
2011.

APPROVED BY THE MAYOR

James H. Wernicke, Mayor

ATTEST:

Ellen Barnes
City Administrator

First Reading _____ AYES _____ NAYS

Second Reading _____ AYES _____ NAYS

Jodi Fritts, City Recorder

**MISCELLANEOUS ITEMS
INCLUDING POLICY DISCUSSIONS &
DETERMINATIONS**



PRESENTATION NOTES

Riley Creek Wetland Delineation & Functional Assessment Study

March 14, 2011

PROJECT BACKGROUND

1. OBEC Consulting Engineers was retained by the City of Gold Beach to conduct a wetland delineation and functional assessment.
2. The study area is approximately 216,445 square feet (4.97 acres) in size and is defined by the following surveyed boundaries:
 - o West – Eastern edge of the Fairgrounds Access Road;
 - o South – Northern edge of the existing gravel road situated north of the high school track;
 - o East – Existing fence lines and buildings; and
 - o North – Southern edge of 5th Place.

PROJECT RESULTS SUMMARY

1. The approximately 5-acre study area contains one water feature (Riley Creek) and an approximately 3,335-square-foot wetland.
2. The wetland consists of two distinct areas: a small, approximately 1,960-square-foot pond area and an approximately 1,375 square-foot (160 linear feet) drainage channel.
3. Under the Cowardin System, this wetland would be classified as a Palustrine [P] emergent [EM] wetland [PEM] with a seasonally flooded/saturated [E] water regime [PEME]. Under the Hydrogeomorphic classification system, this wetland would classify as a Slope wetland.
4. The completed ORWAP functional assessment determined the wetland to have a moderate level of functionality related to water storage and delay, water quality, and aquatic species habitat. The wetland was determined to have a low level of functionality related to carbon sequestration, fish support, and terrestrial species habitat.
5. Both identified features are jurisdictional to the Department of State Lands and the US Army Corps of Engineers.

KEY RESTORATION CONCEPTS

1. "Wetland Restoration" means to reestablish a former wetland – OAR 141-085-0510(96).
2. "Habitat Restoration" means the return of an ecosystem from a disturbed or altered condition to a close approximation of its ecological condition prior to disturbance – OAR 141-085-0534(1)(a).
3. According to the Department of State Lands, the site meets the requirements for use of in-lieu fee funds and would result in a net increase in both wetland area and functions and values.
4. The Lower Rogue Watershed Council has currently identified 4 primary goals of the proposed wetland restoration project:
 - a. Restore a functioning shrub/scrub wetland with connectivity to Riley Creek;
 - b. Restore sinuosity and tidal influence at the mouth of Riley Creek;
 - c. Expand educational opportunities for local students and residents; and
 - d. Provide recreational opportunities for tourists and local residents.

Oregon Government Ethics Training - 2011

*It's a new year! Do you have new employees? New board members?
Are you up to date on the newest applications of Oregon Ethics laws?*

Start The New Year Off Right With Ethics Training!

Serving as a public official is a public trust, and as one safeguard of that trust, the people of Oregon voted in 1974 to require all public officials to comply with government ethics statutes. The Legislative Assembly has periodically revised the ethics statutes in ORS Chapter 244, with the most recent changes taking effect last year in 2010.

These changes affect public officials at all levels of government- state, county, city, and special district- whether elected or appointed, paid employees or volunteers.

The Commission and staff believe they are doing their jobs most successfully when they can help public officials act in compliance with the law. To this end, we offer several types of training to best meet your needs.

There are internet iLearn modules on different topics, or we can create a customized internet module for you. There are publications like the Public Official Guide, and an online archive of issued opinions and advice. You can access iLearn information and other reference material on our website, at <http://www.oregon.gov/OGEC>.

We are also available to answer questions by phone or email. We can present instructor-led classroom training at your location, from a 90 minute general overview to an in-depth 3 hour workshop. All training is available at no cost to you.

Take advantage of this educational opportunity! Learn how these statutes affect you in your role as a public official. Proactively provide your staff with the information they need to act in compliance with the law. Focus training on specific issues your public officials face. From brand new employees to seasoned staff who want a refresher, there is something new for everyone.

Please contact us with questions or to schedule training.
We look forward to assisting you.

Oregon Government Ethics Commission
503-378-5105
Ogec.mail@state.or.us

Training/Education



iLearnOregon

iLearnOregon is an enterprise learning management system that offers a dynamic, online training environment. With iLearnOregon the State can deliver and track online training, reduce training expenditures related to student/instructor travel and facility costs, and reduce training waste. iLearnOregon offers training that is *just in time* and *just what is needed*.

Regardless if you are a public official or a private citizen, anyone with an e-mail address has the ability to log on and use iLearnOregon to register and take courses. There is no cost to register with iLearnOregon.

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[Instructions on how to register for a course \(html\)](#)

The OGEC is using the system to offer free e-learning training modules focusing on **government ethics law, lobbying regulations, and executive session provisions**.

Modules Currently Available:

- *ORS Chapter 244 Overview - Appointed Officials (Employees)*
- *ORS Chapter 244 Overview - Elected Officials (including officials appointed to Boards, Commissions, or Advisory Groups)*
- *Introduction to Executive Sessions*
- *Conflicts of Interest*
- *Complaints*
- *2010 Legislative Changes*
- *Prohibited Use of Office*
- *Gifts*

Please stay tuned for additional modules.

On-site Training

Tammy Hedrick is available to present training sessions or workshops throughout the state on **government ethics law, lobbying regulations, and executive session provisions** at no cost. For more information or to request an on-site training session/workshop, please call 503-378-5105 or contact us by [e-mail](#).

A Guide for Public Officials

The OGEC produces a booklet entitled "*Oregon Government Ethics Commission Laws – A Guide for Public Officials*." This guide serves as a general guideline for Public Officials and is currently available. You can access the guide by selecting this link, "[Guide For Public Officials](#)". To request a hard copy free of charge, call 503-378-5105 or e-mail.

CITY ADMINISTRATOR'S REPORT



CITY ADMINISTRATOR'S REPORT

MARCH 14, 2011 MEETING OF THE GOLD BEACH CITY COUNCIL

Ellen Barnes
City Administrator

Emergency Management Services

- Tsunami evacuation drill scheduled for 10 am May 19th
- Working with ODOT to develop bridge structural assessment training for first responders (including Port Orford and Brookings staff)

Administration, Finance and Planning

- FINANCE
 - Received draft audit for review.
 - Begin work on proposed budget for FY 2011-12
 - Moving forward with transitioning to the new fund accounting software
 - Conversions complete.
 - Active test data installed for staff to learn on
 - Jodi will attend training in Provo the 4th week of March
- HUMAN RESOURCES
 - Personnel and administrative policies
 - Awaiting CIS review and final edits from the City Attorney
 - Need to complete work on fiscal and budget policies. Need to develop emergency management policies and facilities management policies.
 - Class specifications for staff
 - Draft specifications for: Fire Chief, Police Chief, Director of Promotions, Emergency Management Services Coordinator, and Public Works Superintendent
 - Need to develop specifications for Administrative Services Director, Municipal Judge, and City Administrator
 - Started work on salary schedule for staff
 - Will begin work on performance standards and revised performance evaluation system based on performance standards
 - Police Chief Hire
 - Selection advisory committee formed (Mayor Wernicke, Larry Brennan, Doug Brand, Interim Police Chief Paul Giovannetti, Undersheriff Bob Rector, Port Orford Chief of Police Marvin Combs, Chamber of Commerce Director, Sandy Viera)
 - 25 applications received
 - community survey
 - Meet to identify top five apps. week of March 28
 - Interviews in April
 - Assessment center, oral boards, press conference/public presentation; interview
 - Upcoming trainings, workshops and conferences...
 - April 5th – Effective Local Government Manager

- PLANNING
 - Received first variance and CUP application of the year
 - Approved building permit clearance for reroof of Coos-Curry
- LEGAL
 - Amco claim
 - Depositions scheduled for July 6 – 8
 - Trial set for October 11. However, the attorney representing the City has filed for a motion for designation of complex case to enable the trial to be rescheduled past the one-year limitation.
 - Woodburn Construction Settlement Negotiation (see Executive Session)
 - Disposition of Nelson property lien
- INFORMATION TECHNOLOGY
 - iPad use for Council
 - Server installation for new software and hosting
 - Updated website
 - Contract with Sean Lyons

Fire Services

- March 7, 2011 – structure fire at the home of Ted and Gail Whitmore
 - Structure complete loss
 - No firefighter injuries. Mr. Whitmore received burns rescuing a family dog
 - Whitmore Family Fund at Sterling Bank receiving financial donations
- ISO insurance classification review for Gold Beach August 9 & 10

Police Services

- Discussion with County regarding 911/dispatch services
 - Anticipating \$35k expense to the City beginning FY 2011-12
- Negotiation with County for IT services
- March 29th, Portland State University's Criminal Justice Research Institute and the Oregon Department of Public Safety standards and Training (DPSST) will provide a block of instruction on Tactical ethics-Perspectives on Racial Profiling at Gold Beach City Hall.
 - Invitations to all regional law enforcement agencies
 - One of only 6 locations statewide selected to host the training.
 - Accredited by DPSST and Lexipol
- April 30 – National Drug Take Back Day, sponsored by the US DEA.
 - To date, GBPD has accumulated approx. 100 lbs of unused/expired Rx and over-the-counter drugs

GBPD Police Activity Monthly Comparison

	<u>Dispatch Calls for Service</u>	<u>Lobby Traffic/ Calls</u>	<u>Citations</u>	<u>Arrests</u>	<u>Building Sec./ Foot Patrol</u>	<u>Case Reports Generated</u>	<u>After Hour Calls</u>
Feb	151	340	33	16	227	50	0
Jan	195	430	30	13	255	40	4
Dec	259	374	38	8	254	16	5
Nov	121	188	36	10	212	33	4
Oct	151	160	63	14	210	25	6
Sept	173	330	97	16	157	32	7
Aug	162	549	80	6	214	34	7
July	231	593	78	8	245	34	7
June	148	534	56	4	148	24	6

Public Works

▪ WWTP PROJECT

- Interim Financing WWTP
 - Had to make minor changes to the loan documents received from DEQ. DEQ has resent the docs for signature.
 - SRF for a loan for \$3,944,000 for interim financing at 1.1% interest and no annual fee.
- Long-term Funding
 - SRF has offered the City \$5.0 million with 0% interest and a 0.5% annual fee. The City currently is drawing on these funds to pay project costs until USDA funding arrives.
 - USDA has obligated \$6.04 million (\$4,158,000 loan and \$1,886,000 grant).
 - The Infrastructure Finance Authority (formally OECDD) awarded the City a \$1.53 million loan. This loan paid for the Riley Creek culvert installation and the operations and laboratory buildings construction project. \$271,000 of this loan is held in reserve to pay for upgrades to the Fairgrounds pump station, which will be bid with the larger WWTP project. Completing documentation necessary to convert \$500,000 of the \$1.53 million loan to grant.
 - Lower Rogue Watershed Council is working on a \$150,000 grant to the Oregon Department of State Lands for the wetland restoration component of the WWTP project (the final phase).
 - Bond Counsel has completed their opinion, draft resolution and other docs. necessary for the city to finalize bond financing.
 - Current cost estimate for the WWTP project is \$11.3 million.
- Project Plans and Specifications
 - DEQ has approved the plans and specifications with minor revisions. Waiting for USDA to complete their review.
- Updated Project Schedule
 - USDA approval mid March
 - Advertise for bids early April
 - Bid open early/mid May
 - Council award contract May
 - Construction Contract Signed May
 - Notice to Proceed June
- The City has been issued a National Pollutant Discharge Elimination System (NPDES) permit for the WWTP project. The City has 20 days from date of the permit (March 7) to request a hearing to contest conditions or limitations imposed by the permit.
- BPA is reviewing the design drawings to determine if the City is eligible for energy saving incentives for the new wastewater treatment plant. BPA provides a 25 cent-per-kilo watt-hour cash payment for the first year's reduction in energy use in the form of an incentive check from Coos Curry Electric Cooperative. BPA will provide the analysis and application for payment at no cost to the City. BPA has identified several items on the construction plans that are eligible for incentives and is working with Dyer to obtain costs for the measures. BPA estimates incentives in the \$30k to \$50k range.
- Final Sewer Rate Study has been presented to the City.

- SIGNAL UPGRADES ON HWY101
 - Bids scheduled for December 2011
 - Construction spring 2012
- UNDERGROUNDING UTILITIES
 - Meeting with Coos-Curry on March 17
- INFILTRATION FLOW POKE
 - Process for estimating stormwater infiltration into the sewer system
 - Est. cost \$10,800

Visitor Bureau

- Director has completed first year of service
- Director is formulating plans for leveraging high gas prices to encourage tourism to southern Oregon coast
- Recently completed 4th sportsman show (Sacramento, Eugene, Roseburg, Medford). Shows have been extremely beneficial for city promotions. Recommendation is to continue attending these events in the future and develop strategies for staffing
- Work on the promotional strategic plan to begin in April
- Director attended annual SOVA board meeting in Medford. Lobbyists for the lodging industry have convinced the legislature to drop the bill recommending changes in use of the TRT revenues
- Director will attend OCVA meetings in Yachats Mar 10 – 12
- Despite some problem with locals collecting the glass balls, the glass ball and geocaching promotions are doing well. TV, radio and print ads for these promotions appear to be working
- Writer's Conference was well attended. Promo plans to help support promotions for this event in coming years
- Promotions will market the upcoming Whale Watch Week (March 21 – 26)
- Next TV commercials (mid/late April) will focus on spring salmon and jet boat tours

EXECUTIVE SESSION

TO: Councilors & Mayor

FROM: Jodi Fritts, City Recorder

This is information that I downloaded from the Department of Justice website regarding Executive Session meetings (http://www.doj.state.or.us/public_records/manual/public_meetings.shtml#e).

I'm providing this information since we don't conduct very many executive session meetings. I have only included subsection (f) that we will be meeting under and then the rest of ORS 129.660. If you want to read the other subsections you can visit the website. If you have any questions please feel free to ask CA Barnes or me.

Attorney General's Public Records and Meetings Manual 2010 - II. Public Meetings

I.E. Executive (Closed) Sessions

The Public Meetings Law authorizes governing bodies to meet in executive session in certain limited situations. ORS 192.660. An "executive session" is defined as "any meeting or part of a meeting of a governing body which is *closed* to certain persons for deliberation on certain matters." ORS 192.610(2) (emphasis added). See discussion below of Enforcement, Civil Penalties, for violation of the executive session provisions.

Executive sessions should not be confused with meetings that are exempt from the Public Meetings Law altogether. An executive session is a type of public meeting and must conform to all applicable provisions of the Public Meetings Law. Conversely, exempt meetings need not. See discussion under Statutorily Exempt Public Meetings, above.

The authority to go into executive session does not relieve a governing body of its duty to comply with other requirements of the Public Meetings Law. A checklist of items for a governing body to consider when planning to meet in executive session is set out at App B.

II.E.1. Permissible Purposes of Executive Sessions

A governing body may hold an open session even when the law permits it to hold an executive session. However, the governing body has the authority to hold closed sessions regarding the following (discussed in the order set forth in ORS 192.660):

II.E.1.f. Exempt Public Records

A governing body may go into executive session to consider "information or records that are exempt by law from public inspection." ORS 192.660(2)(f). The "law" that exempts records from public inspection is the Public Records Law, specifically ORS 192.445, 192.447, 192.496, 192.501 and 192.502, discussed above in Part I of this manual. Unless a record is exempt from disclosure under these statutes, a governing body may not consider the record in executive session under ORS 192.660(2)(f). The 2003 Legislative Assembly amended ORS 192.660(2)(f) by adding "information" to "records" in the basis for going into executive session. Or Laws 2003, ch 524, § 4. It is unclear whether this addition substantively changed the provision, but it appears that "information" existing outside of a "record," i.e., information that is orally conveyed, would rarely be "exempt by law from public inspection."

The authority granted governing bodies in ORS 192.660(2)(f) to use executive sessions to consider records exempt from public inspection is coextensive with the Public Records Law exemptions. Note that several of the other Public Meetings Law provisions authorizing executive sessions already correspond with specific exemptions of the Public Records Law. For example, as noted above in our discussion of ORS 192.660(2)(b) (Employee Discipline), the Public Meetings Law authorizes governing bodies to consider employee disciplinary matters in closed session, and the Public Records Law conditionally exempts public records of completed personnel disciplinary actions from public inspection in ORS 192.501(12).

Whether a particular record is exempt from public disclosure, and may therefore be considered in executive session, may depend on statutes outside but incorporated within the records law through two "catchall" exemptions — ORS 192.502(8) and (9).^[51] For example, if a record of a public body's communication with its lawyer is privileged under ORS 40.225, the record would be exempt from disclosure under the Public Records Law, pursuant to ORS 192.502(9). Consequently, a governing body could consider the record in executive session under the authority of ORS 192.660(2)(f). See further discussion below of executive sessions involving legal matters, under the heading "Legal Counsel."

However, a governing body has the cart before the horse if it attempts to withhold disclosure of a public record merely because the record was discussed, or might be discussed, in an executive session. The body's authority to refuse to disclose a record depends on provisions of the Public Records Law, not of the Public Meetings Law. The only part of the meetings law that addresses a public records disclosure issue is ORS 192.650(2), which provides that material in the minutes or other record of an executive session may be "excluded from disclosure" to the extent disclosure would be inconsistent with the purpose for which the executive session was initially authorized to be held. See discussion of Minutes and Recordkeeping above. This restriction in the Public Meetings Law is incorporated into the Public Records Law by ORS 192.502(9).

II.E.2. Final Decision Prohibition

ORS 192.660(6) provides: "No executive session may be held for the purpose of taking any final action or making any final decision."^[60] It is quite likely that the governing body may

reach a consensus in executive session, and its members of course will know of that consensus. The purpose of the "final decision" requirement is to allow the public to know the *result* of the discussions. Taking a formal vote in open session satisfies that requirement, even if the public vote merely confirms a tentative decision reach in an executive session.

The statute does not define "final action" or "final decision." Many governmental matters require that a series of official decisions be made or that a series of actions be taken prior to ultimate resolution of an issue of policy or administration. But a need to make further decisions or to take further action does not necessarily make any particular decision or action less final. Whether a governing body has reached a stage when it must make a final decision in public often is a question that must be resolved on a case-by-case basis, but the governing body should choose a public decision unless a final public decision clearly is not required.

A governing body attempting to determine in executive session whether it has reached a point of "final" decision or action should consider two criteria: the nature of the proposed decision or action, and the purpose of the statutory authorization for the particular executive session.

Unless it is reasonably likely that the type of decision or action proposed can be made in executive session, the governing body should return to open session. For example, it is highly unlikely that any decision authorizing expenditure of funds could be made in executive session. But if examination of the nature of the proposed decision or action does not resolve the "finality" question, the governing body should consider whether public announcement of the proposed decision or action actually would frustrate the policy underlying the particular statutory authorization for the executive session. Unless the governing body reasonably can conclude that public announcement of a proposed decision seriously will compromise further actions that must be taken, the body should return to open session to announce the decision.

For example, the process of hiring a chief executive officer usually involves a series of governing body decisions and actions. If specific statutory prerequisites have been met, the governing body may conduct much of the hiring process in executive session under the authority of ORS 192.660(2)(a). See discussion above of Employment of Public Officers and Employees. This statute manifests legislative policy to allow governing bodies to conduct uninhibited discussions in the personnel hiring process and to enable governing bodies to attract and recruit qualified persons who would not apply for a chief executive officer position if their candidacy immediately would become known. In this context, it is clear that a decision to reduce a slate of 30 candidates to 10, or to three "finalists" for further consideration, is not a "final action" or "final decision." However, a decision to spend \$2,500 to bring the finalists in for interviews would be a final decision. A decision to *negotiate* with a "first choice" candidate, with salary and other conditions of employment remaining unsettled, is not a final decision. A decision to formally *offer* the position to one candidate is a final decision, even before acceptance.

A governing body cannot evade the "final action" requirement by using coded terms. For example, a formal public vote to extend an offer of appointment to "Ms. A" would be a clear

violation of the law's requirements, unless a statute outside of the Public Meetings Law *prohibits* disclosure of the individual's name. ORS 676.175(1).

A governing body meeting in executive session must return to *public* session before taking final action. ORS 192.660(6). This requirement cannot be circumvented by simply announcing, in executive session, that the meeting is now open, and then proceeding without affording interested persons a chance to attend. If a public meeting will be held again after the executive session, the desirable practice would be to announce, before the executive session, a specific time for returning to open session. Otherwise, reasonable means must be used to give actual notice to interested persons that the meeting is again a public meeting. If the executive session has been short, it may be sufficient to open the door and announce to persons in the hall that the meeting is open to the public. But clearly, returning to an unscheduled and unannounced "open session," for which those attending the previous session have no notice and no opportunity to attend, does not comply with the law.

The formal decision, of course, can be postponed to the next regular or duly announced public meeting. In fact, this procedure is necessary for any executive session that is not held in conjunction with a public session, unless the notice of executive session also informs the public and interested persons of the time and place at which the session will be opened to make the formal decision.

Finally, statutes outside the Public Meetings Law effectively may modify the requirement that no final action be taken in executive session. In labor negotiations covered by the Public Employees Collective Bargaining Act,^[61] an offer made by the governing body's negotiator, if accepted by the employees' bargaining representative, is binding and effective, and an agreement must be signed even if the governing body has not formally approved the offer in open session. The governing body then appropriately may ratify the agreement at a subsequent public meeting.^[62]

II.E.3. Method of Convening Executive Session

A governing body may hold a meeting consisting of only an executive session. The notice requirements are the same as those for any other meeting. ORS 192.640. See discussion of Notice above. In addition, the notice must cite to the statutory authority for the executive session. ORS 192.640(2). An example of this type of notice is found at [App B](#).

An executive session may also be called during a regular, special or emergency meeting for which notice has already been given in accordance with ORS 192.640. The person presiding over the meeting must announce the statutory authority for the executive session before going into executive session. ORS 192.660(1). A sample script for use in calling an executive session during a public meeting is found at [App B](#).

II.E.4. Media Representation at Executive Session

For many years, the common practice of many public bodies was to permit members of the media to attend executive sessions, subject to the understanding that the media

representatives would not report certain sensitive matters. The principal purpose of this practice was to provide news representatives the opportunity to obtain, from their attendance at executive sessions, background information that would improve their understanding of final decisions, and consequently, their ability to keep the public better informed.

The Public Meetings Law now expressly provides that representatives of the news media *shall be allowed* to attend all executive sessions except in two situations: executive sessions involving deliberations with persons designated to carry on labor negotiations,^[63] and closed sessions held under ORS 332.061(2) to consider expulsion of an elementary or secondary school student or matters pertaining to a student's confidential medical records. ORS 192.660(4).

When an executive session is held for the purpose of conferring with counsel about current litigation or litigation likely to be filed, the governing body must exclude any member of the news media from attending the executive session if the member of the news media is a party to the litigation to be discussed or is an employee, agent or contractor of a news media organization that is a party to the litigation. ORS 192.660(5).

The governing body may require that specified information *not* be disclosed. ORS 192.660(4). See Sample Script at [App B](#). The presiding officer should make the specification, or the governing body could do so (or overrule the presiding officer) by motion. *Absent any such specification, the entire proceeding may be reported and the purpose for having an executive session may be frustrated.* Except in the rarest instances, the governing body at least should allow the general subject of the discussion to be disclosed, and it cannot prevent discussion of the statutory grounds justifying the session. The nondisclosure requirement should be no broader than the public interest requires.

Although we explain above that members of the public may tape record or video record public meetings, we do not believe this is the case with respect to members of the media who attend executive sessions. We believe the presiding officer may require that members of the media not tape record executive session proceedings, in order to decrease the likelihood that information discussed in the executive session will be inadvertently disclosed.

The term "representatives of the news media" is not defined. We have interpreted that term to include *news-gathering* representatives of institutionalized news media that ordinarily report activities of the body.^[64] This interpretation should be expanded to include representatives of media that ordinarily report matters of the nature under consideration by the body.

The advertising manager of a newspaper is not a representative of the newspaper for purposes of this statute, and a periodical containing only hunting and fishing news is not a medium of news about a meeting of a school board. The hunting and fishing periodical presumably would be a news medium, under the statute, for purposes of a meeting of the Fish and Wildlife Commission.

Current technologies make it easy to disseminate information to a potentially broad audience. Bloggers and others using these technologies sometimes seek to attend executive sessions.

asserting that they are "representatives of the news media." A decision whether such an individual should be permitted to attend an executive session must be made on a case-by-case basis as no clear definition of "news media" exists. Public bodies should consult with their legal counsel when faced with this type of request.

The Public Meetings Law provides no sanction to enforce the requirement that specified information not be disclosed by a news representative. Any penalty for publication would raise freedom of press and speech questions.[65] The experience of more than three decades has been that the media, by and large, honor the nondisclosure requirement. Ultimately, "enforcement" of the nondisclosure requirement depends upon cooperation between public officials and the media. This cooperation advances the purposes of both government and the news media.

A news reporter has no obligation to refrain from disclosing information gathered at an executive session if the governing body fails to specify that certain information is not for publication.[66] Media representatives may wish, in a spirit of cooperation, to inquire whether a governing body's failure to specify was an oversight. A reporter is under no obligation to keep confidential any information the reporter independently gathers as the result of leads obtained in an executive session. A news reporter has a clear right to disclose any matter covered in an executive session that is not properly within the scope of the announced statutory authorization of the executive session. Indeed, the presence of news media representatives at executive sessions probably encourages compliance with statutory restrictions on the holding of closed sessions.

It is questionable whether a news media representative can be barred from future executive sessions for improperly revealing information obtained at a prior closed session. In a case called to our attention, a reporter and all other representatives of the employing newspaper were threatened with exclusion from future executive sessions for reporting deliberations on a matter that was probably not a proper subject of an executive session. Exclusion or the threat of exclusion in such a case is clearly impermissible.

It is certainly reasonable for a governing body to request a news medium not to assign a particular representative to cover meetings of the body if the representative has irresponsibly violated a clearly valid nondisclosure requirement. An outright ban on a particular individual may be enforceable in such a case, because the statutory purposes will be met by allowing another representative (and representatives of other news media) to attend. However, we can say no more than it is possible that a ban would be enforced in these circumstances. We see no other basis for a governing body to dictate the assignments of a news medium representative. A particular representative certainly could not be banned from meetings simply because the governing body disliked the reports made by the representative.

5. Other Persons Permitted to Attend Executive Sessions

An executive session is by definition a meeting "which is closed to *certain* persons." ORS 192.610(2) (emphasis added). It follows that the governing body may permit other persons to attend. Generally, an executive session is closed to all except members of the governing

body, persons reporting to it on the subject of the executive session or otherwise involved, and news media representatives. However, nothing prohibits the governing body from permitting other specified persons to attend.^[67] Statutes outside of the Public Meetings Law specifically allow health professional regulatory boards to permit public officials^[68] and members of the press to attend executive sessions in which the board considers information it has obtained in the course of an investigation of a licensee or applicant. The attending individuals should be reminded, however, that they may not disclose such information to any other members of the public. The fact that certain persons have been allowed to attend is not grounds for the general public to attend the executive session.