

The City of Columbia City
In Columbia County on the Columbia River



**CITY COUNCIL REGULAR MEETING AGENDA
FEBRUARY 21, 2019 - 6:00 PM
CITY HALL COUNCIL CHAMBERS**

1. **CALL TO ORDER/ROLL CALL**
2. **PUBLIC HEARINGS**
3. **CITIZEN INPUT**
4. **COUNCIL REPORTS**
 - 4.1 Parks Committee (Marson)
 - 4.2 Water and Sewer Committee (Thistle)
 - 4.3 Streets Committee (Marson)
 - 4.4 Audit Committee
 - 4.5 Hazard Mitigation Planning Group (Ebert)
 - 4.6 Other reports
5. **CONSENT AGENDA**
 - 5.1 Financial Report for the month ending January 31, 2019.
 - 5.2 Bills Paid with check numbers 31578 through 31657 during the month of January 2019.
 - 5.3 Activities Report from the Police Operations Sergeant.
6. **UNFINISHED BUSINESS**
 - 6.1 Second reading of Council Bill 19-880: An Ordinance amending The Comprehensive Plan, Goal 9, by Adopting a New Economic Opportunities Analysis and amending the Goals and Policies Provisions in the Comprehensive Plan.
 - 6.2 First reading of Council Bill 19-881: An Ordinance amending the Columbia City Development Code, by Adding a New Chapter, 7.95 Short Term Rental Units.

7. **NEW BUSINESS**

- 7.1 First reading of Council Bill 19-882: An Ordinance establishing the Frequency, Times, and Places for All Regular Meeting of the Common Council of the City of Columbia City, Oregon; Repealing Ordinance No. 10-655-O.

8. **OTHER BUSINESS**

- 8.1 Review and authorization of Community Hall rental refund request from Patty Lynch; for March 16, 2019 reservation.
8.2 Mayor Wheeler's discussion regarding frequency of Council Reports

9. **ADJOURNMENT**

CITY OF COLUMBIA CITY- COMBINED BALANCE SHEET

ALL FUND TYPES AND ACCOUNT GROUPS

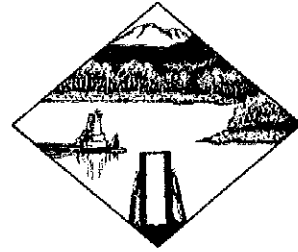
January 31, 2019

	Governmental Fund Types					Proprietary Fund Types Enterprise Funds				Total Memorandum (only)	
	General	Equipment Reserve	Street	Street Development	Park Development	Storm Drain Development	Water	Water Development	Sewer		Sewer Development
ASSETS AND OTHER DEBITS											
Assets:											
Cash and investments	180,317.87	58,019.24	192,123.79	65,064.85	45,176.42	1,646.52	231,724.43	249,146.22	255,035.64	1,918.86	1,280,173.84
Receivables:											-
Taxes	25,903.63										25,903.63
Accounts - other	23,494.10		50,000.00				97.69		52.55		73,644.34
Accounts - utility billings							43,865.65		37,349.71		81,215.36
Inventories			6,761.19								6,761.19
TOTAL ASSETS AND OTHER DEBITS	229,715.60	58,019.24	248,884.98	65,064.85	45,176.42	1,646.52	275,687.77	249,146.22	292,437.90	1,918.86	1,467,698.36
LIABILITIES, EQUITY AND OTHER CREDITS											
Liabilities:											
Accounts payable	24,808.25						81.38		71.80		24,961.43
Payroll liabilities	741.68										741.68
Building Assessment Liability	170.39										170.39
Community Hall Deposits	100.00						11,409.24		11,694.14		23,203.38
Fence Deposit	620.99										
Assessments on fines	(1,386.00)										(1,386.00)
Deferred revenue:											
Property taxes	25,903.63										25,903.63
Celebration											-
Shop with a Cop	318.00										318.00
Housing rehabilitation loans	23,918.00										23,918.00
TOTAL LIABILITIES	75,194.94	-	-	-	-	-	11,490.62	-	11,765.94	-	97,830.51
Equity and other credits:											
Fund balances:											
Reserved for inventory			6,772.08								6,772.08
Unreserved:											
Undesignated	154,520.66	58,019.24	242,112.90	65,064.85	45,176.42	1,646.52	264,197.15	249,146.22	280,671.96	1,918.86	1,362,474.78
Total fund balance	154,520.66	58,019.24	248,884.98	65,064.85	45,176.42	1,646.52	264,197.15	249,146.22	280,671.96	1,918.86	1,369,246.86
TOTAL EQUITY AND OTHER CREDITS	154,520.66	58,019.24	248,884.98	65,064.85	45,176.42	1,646.52	264,197.15	249,146.22	280,671.96	1,918.86	1,369,246.86
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	229,715.60	58,019.24	248,884.98	65,064.85	45,176.42	1,646.52	275,687.77	249,146.22	292,437.90	1,918.86	1,467,077.37
REVENUES:	479,564.94	18,157.17	137,905.85	5,555.84	2,679.02	388.38	379,791.85	7,817.53	273,460.29	1,855.79	1,307,176.66
EXPENDITURES:	501,209.71	-	129,366.65	6,666.67	2,073.00	2,000.00	529,944.81	-	261,370.51	22,000.00	1,454,631.35
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES:	(21,644.77)	18,157.17	8,539.20	(1,110.83)	606.02	(1,611.62)	(150,152.96)	7,817.53	12,089.78	(20,144.21)	(147,454.69)
FUND BALANCE/RETAINED EARNINGS 7/1/18	176,165.43	39,862.07	240,345.78	66,175.68	44,570.40	3,258.14	414,350.11	241,328.69	268,582.18	22,063.07	1,516,701.55
FUND BALANCE/RETAINED EARNINGS Current	154,520.66	58,019.24	248,884.98	65,064.85	45,176.42	1,646.52	264,197.15	249,146.22	280,671.96	1,918.86	1,369,246.86

Bank Reconciliation

Checks by Date

User: mmcglathlin
 Printed: 02/13/2019 - 11:46AM
 Cleared and Not Cleared Checks
 Print Void Checks



City of Columbia City
 PO Box 189
 1840 Second Street
 Columbia City, OR 97018
 (503) 397-4010

Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
31578	1/3/2019	CASCADE COLUMBIA DISTRIBUTI		AP		1/31/2019	899.50
31579	1/3/2019	MISTY CASEY		AP		1/31/2019	100.26
31580	1/3/2019	COLUMBIA RIVER PUD		AP		1/31/2019	899.39
31581	1/3/2019	COMCAST CABLE		AP		1/31/2019	170.34
31582	1/3/2019	COUNTRY MEDIA, INC.		AP		1/31/2019	85.25
31583	1/3/2019	EXTREME PRODUCTS		AP		1/31/2019	897.96
31584	1/3/2019	FERGUSON ENTERPRISES #3011		AP		1/31/2019	1,071.54
31585	1/3/2019	HAMER ELECTRIC, INC.		AP		1/31/2019	965.75
31586	1/3/2019	KELL-CLEAN		AP		1/31/2019	265.00
31587	1/3/2019	KENNEDY/JENKS CONSULTANTS		AP		1/31/2019	10,653.75
31588	1/3/2019	QUILL CORPORATION		AP		1/31/2019	54.75
31589	1/3/2019	RITZ SAFETY		AP		1/31/2019	200.00
31590	1/3/2019	LEAHNETTE RIVERS		AP		1/31/2019	79.57
31591	1/3/2019	SIEGEL PLANNING SERVICES LLC		AP		1/31/2019	1,168.40
31592	1/3/2019	SNUG		AP		1/31/2019	100.00
31593	1/3/2019	CITY OF ST HELENS		AP		1/31/2019	7,721.18
31594	1/3/2019	XYLEM WATER SOLUTIONS USA.,		AP		1/31/2019	3,702.31
101	1/4/2019	ASI FLEX		AP		1/31/2019	3.75
102	1/4/2019	FEDERAL GOVERNMENT		AP		1/31/2019	17,279.48
103	1/4/2019	OR DEPT OF REVENUE		AP		1/31/2019	4,360.74
104	1/4/2019	OR PERS		AP		1/31/2019	12,928.27
31595	1/8/2019	ANNIKA ANGULO		AP		1/31/2019	195.00
31596	1/8/2019	COLUMBIA RIVER PUD		AP			442.76
31597	1/8/2019	COMCAST CABLE		AP		1/31/2019	270.44
31598	1/8/2019	HUDSON PORTABLE TOILET SERV.		AP		1/31/2019	249.00
31599	1/8/2019	KNIFE RIVER		AP		1/31/2019	69.63
31600	1/8/2019	KOLDKIST		AP		1/31/2019	31.00
31601	1/8/2019	LEAGUE OF OREGON CITIES		AP			40.00
31602	1/8/2019	RACHEL MURO		AP		1/31/2019	165.00
31603	1/8/2019	PAULY, ROGERS & CO., PC		AP		1/31/2019	9,950.00
31604	1/8/2019	PETTY CASH		AP		1/31/2019	89.04
31605	1/8/2019	QUILL CORPORATION		AP		1/31/2019	226.34
31606	1/8/2019	ROSS & LAWRENCE UNION OIL CC		AP		1/31/2019	611.55
31607	1/8/2019	LES SCHWAB, INC.		AP		1/31/2019	648.64
31608	1/8/2019	INROADS CREDIT UNION		AP		1/31/2019	1,875.87
31609	1/8/2019	ST HELENS-SCAP SEPTIC TANK SE		AP		1/31/2019	2,600.00
31610	1/8/2019	SUNSET AUTO PARTS, INC.		AP		1/31/2019	1,685.40
31611	1/8/2019	WASTEXPRESS		AP		1/31/2019	1,746.36
31612	1/8/2019	WEST COAST PIANO MOVING ANI		AP		1/31/2019	270.00
31613	1/10/2019	JEREMY SCHAFF		AP		1/31/2019	430.00
31614	1/14/2019	ALEXIN ANALYTICAL LABORATOI		AP		1/31/2019	100.00
31615	1/14/2019	CASCADE COLUMBIA DISTRIBUTI		AP		1/31/2019	2,291.00
31616	1/14/2019	EXTREME PRODUCTS		AP		1/31/2019	244.99
31617	1/14/2019	FINISHLINE GRAPHICS		AP		1/31/2019	60.00
31618	1/14/2019	VERNON HOLMES BOLIN		AP			40.00
31619	1/14/2019	LAURA MARKHAM		AP			45.42

Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
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						Total Check Count:	85
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						Total Check Amount:	142,174.18
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February 07, 2019

ADMINISTRATIVE

MEMORANDUM TO: City Council of Columbia City

THRU: City Administrator Michael McGlothlin

SUBJECT: Police Department Report (January 2019)

Please see the following regarding law enforcement operations during the noted reporting period

PERSONNEL

Sergeant Mansheim continues to provide supervisory direction of our Reserve Division, as well as performing information technology support and evidence custodian duties for the Department. He performed patrol duties, traffic enforcement, and community policing operations by providing 24 1/2 hours of service to the community. He also is continuing to assist with initial program development into improvements to the department's computerized records management system. This system is up and running in its training phase. Here in the near future all our officers should be completing their training and the system should be going live.

Officer Greisen has continued to perform his normal assigned duties as our department's senior weekend shift officer. He is concentrating on criminal case follow up investigations, in addition to his daily duties of patrol, traffic enforcement, and community policing operations. He completed 86 hours of service.

Officer Bubar has continued to perform his daily duties in patrol operations and community policing activities. Officer Bubar has been performing more traffic details to reduce speed on Hwy 30 and some of the side streets.

Reserve Officer Goodwin has continued to provide patrol, investigative, and community policing operations as one of our weekend officers, and has completed 77 hours of service during this reporting period.

Reserve Officer Hasenkamp has continued to provide training, operational, and investigative support within the community. During this reporting period he has provided 6 hours of service.

Reserve Officer Candidate Steven Bubar is currently within Module 3 of the field training program. He is progressing through his training with Officer Greisen at this time. He completed 54 hours of service during this reporting period.

Agency calls for service over this reporting period is 26 dispatched calls. During this reporting period officers also conducted 7 premise checks, 7 calls to assist the public, 3 call to assist outside agencies, 8 follow up investigations, 814 traffic stops, 2 traffic crashes, all in support of the agency's community policing programs and initiatives. During the reporting period we have initiated investigations and/or arrests for: Civil Enforcement, Domestic Disturbances, Motorist Assist, Ordinance Violations, Parking Complaints, Suspicious Persons and Circumstances, Theft, Traffic Crashes, Traffic Complaints. In total we handled 187 activities for the month of January 2019. We also completed 102 residential vacation checks.

TRAINING

Mark 43 report training has started and will continue for the near future as the new system begins to come online.

MEETINGS

EOC Planning Committee had their first meeting January 28th and began to review the (EOP) for update.

MISCELLANENOUS

None for the reporting period.

Respectfully submitted,

Sergeant Jerry Bartolomucci