



Medford City Council Meeting

Agenda

November 12, 2015

12:00 Noon

**Medford City Hall, Council Chambers
411 West Eighth Street, Medford, Oregon**

10. Roll Call

McLoughlin Students of the Month

20. Approval or correction of the minutes of the October 15 regular meeting

30. Oral requests and communications from the audience

Comments will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. PLEASE SIGN IN.

40. Consent calendar

40.1 COUNCIL BILL 2015-114 An ordinance authorizing execution of Amendment No. 1 to an Intergovernmental Agreement No. 28298 with the Oregon Department of Transportation for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

40.2 COUNCIL BILL 2015-115 An ordinance authorizing execution of Amendment No. 1 to an Intergovernmental Agreement with Jackson County for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

50. Items removed from consent calendar

60. Ordinances and resolutions

60.1 COUNCIL BILL 2015-106 SECOND READING. An ordinance amending the contract with Ogden Roemer Wilkerson Architecture pertaining to redesign services of Fire Stations #2, and #4 in an amount not to exceed \$136,500.

60.2 COUNCIL BILL 2015-116 An ordinance authorizing the execution of an agreement with the City of Medford and Medford Police Officers Association pertaining to salary, hours, fringe benefits, and other working conditions for July 1, 2015 through June 30, 2018.

60.3 COUNCIL BILL 2015-117 Item pulled from agenda.

60.4 COUNCIL BILL 2015-118 An ordinance awarding a contract in the amount of \$329,484 with Carollo Engineers to develop a Sanitary Sewer Master Plan.

60.5 COUNCIL BILL 2015-119 An ordinance replacing Sections 5.650 to 5.654 of the Medford Code pertaining to control of recreational and medical marijuana.

70. Public Hearing

70.1 CONTINUED. Consideration of a proposed Comprehensive Plan/Urban Growth Boundary Amendment affecting the General Land Use Plan map, the Medford Street Functional

Classification Plan of the Transportation Element, and portions of the text of both the Urbanization and GLUP Elements.

80. Council Business

90. City Manager and other staff reports

90.1 Capital Improvement Projects Update by Greg McKown

90.2 Further reports from City Manager

100. Propositions and remarks from the Mayor and Councilmembers

100.1 Proclamations issued: None

100.2 Further Council committee reports

100.3 Further remarks from Mayor and Councilmembers

110. Adjournment

EVENING SESSION

The meeting has been canceled as there are no items for Council consideration.



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 40.1

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DEPARTMENT: Public Works
PHONE: (541) 774-2100
STAFF CONTACT: Cory Crebbin, Director

AGENDA SECTION: Consent Calendar
MEETING DATE: November 12, 2015

COUNCIL BILL 2015-114

An ordinance authorizing execution of Amendment No. 1 to an Intergovernmental Agreement No. 28298 with the Oregon Department of Transportation (ODOT) for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

ISSUE STATEMENT & SUMMARY:

An ordinance authorizing Amendment No. 1 to Intergovernmental Agreement (IGA) No. 28298 between the City of Medford and ODOT for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

Amendment No. 1 increases funding, includes Prune Street improvements in the scope of work, updates IGA language, and adds project details through Exhibit B.

BACKGROUND:

A. Council Action History

IGA No. 28298 was approved by Council on November 15, 2012.

B. Analysis

Authorization of Amendment No. 1 to IGA 28298 increases federal fund limits by \$2,921,489 from \$3,808,466 to \$6,729,955. The total project cost is estimated at \$7,500,229.

C. Financial and/or Resource Considerations

Federal funds are limited to \$6,729,955. Local agencies are required to contribute at 10.27%, equaling approximately \$770,000. Jackson County will provide \$435,896 in matching funds per a separate City of Medford/Jackson County IGA. The City of Medford Public Works will contribute in-kind funds for City labor costs during the preliminary engineering, right-of-way acquisition, and construction engineering phases. The City's in-kind contribution is capped at \$350,000, and is budgeted.

D. Timing Issues

This project will be fully funded following full execution of Amendment No. 1 to IGA 28298.

STRATEGIC PLAN:

Theme: Quality Public Services

Goal 9: Provide a safe, multi-modal, efficient and well planned transportation system.

COUNCIL OPTIONS:

1. Approve the ordinance.
2. Modify the ordinance.
3. Deny the ordinance.

STAFF RECOMMENDATIONS:

Approve an ordinance authorizing Amendment No. 1 to IGA 28298 for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.



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AGENDA ITEM COMMENTARY

Item No: 40.1

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SUGGESTED MOTION:

I move to approve the ordinance authorizing Amendment No. 1 to IGA 28298 for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

EXHIBITS:

Ordinance

Amendment No. 1 to Agreement No. 28298 is on file in the City Recorder's office

ORDINANCE NO. 2015-114

AN ORDINANCE authorizing execution of Amendment No. 1 to an Intergovernmental Agreement No. 28298 with the Oregon Department of Transportation for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

WHEREAS, an Intergovernmental Agreement No. 28298 was approved by Council on November 15, 2012; and

WHEREAS, this amendment includes Prune Street improvements in the scope of work and increases federal fund limits to \$6,729,955; now therefore,

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of Amendment No. 1 to Intergovernmental No. 28298 with the Oregon Department of Transportation for street improvements on Lozier Lane between West Stewart Avenue and West Main Street, which is on file in the City Recorder's office, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2015.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2015.

Mayor



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 40.2

www.ci.medford.or.us

DEPARTMENT: Public Works
PHONE: (541) 774-2100
STAFF CONTACT: Cory Crebbin, Director

AGENDA SECTION: Consent Calendar
MEETING DATE: November 12, 2015

COUNCIL BILL 2015-115

An ordinance authorizing execution of Amendment No. 1 to an Intergovernmental Agreement with Jackson County for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

ISSUE STATEMENT & SUMMARY:

An ordinance authorizing Amendment No. 1 to the Intergovernmental Agreement (IGA) between the City of Medford (City) and Jackson County (County) for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

Amendment No. 1 reflects increases in federal funding, includes Prune Street improvements in the scope of work, and adds in-kind funding from the City of Medford.

BACKGROUND:

A. Council Action History

The IGA between the City and Jackson County for Lozier Lane Improvements, West Stewart Avenue to West Main Street, was approved by Council on September 20, 2012.

B. Analysis

Authorization of Amendment No. 1 increases federal fund limits by \$2,921,489 from \$3,808,466 to \$6,729,955. The total project cost is estimated at \$7,500,229.

C. Financial and/or Resource Considerations

Federal funds are limited to \$6,729,955. Local agencies are required to contribute at 10.27%, equaling approximately \$770,000. Jackson County will provide \$435,896 in matching funds. The City of Medford Public Works will contribute in-kind funds for City labor costs during the preliminary engineering, right-of-way acquisition, and construction engineering phases. The City's in-kind contribution is capped at \$350,000, and is budgeted.

D. Timing Issues

This project will be fully funded following full execution of Amendment No. 1 to the IGA between the City of Medford (City) and Jackson County (County) for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

STRATEGIC PLAN:

Theme: Quality Public Services

Goal 9: Provide a safe, multi-modal, efficient and well planned transportation system.

COUNCIL OPTIONS:

1. Approve the ordinance.
2. Modify the ordinance.
3. Deny the ordinance.



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 40.2

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STAFF RECOMMENDATIONS:

Approve the ordinance authorizing Amendment No. 1 to the IGA between the City of Medford (City) and Jackson County (County) for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

SUGGESTED MOTION:

I move to approve the ordinance authorizing Amendment No. 1 to the IGA between the City of Medford (City) and Jackson County (County) for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

EXHIBITS:

Ordinance
Amendment No. 1 is on file in the City Recorder's office

ORDINANCE NO. 2015-115

AN ORDINANCE authorizing execution of Amendment No. 1 to an Intergovernmental Agreement with Jackson County for street improvements on Lozier Lane between West Stewart Avenue and West Main Street.

WHEREAS, an Intergovernmental Agreement with Jackson County was approved by Council on September 20, 2012 via ordinance 2012-146; and

WHEREAS, this amendment includes Prune Street improvements in the scope of work and increases federal fund limits to \$6,729,955; now therefore,

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of Amendment No. 1 to an Intergovernmental Agreement with Jackson County for street improvements on Lozier Lane between West Stewart Avenue and West Main Street, which is on file in the City Recorder's office, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2015.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2015.

Mayor



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.1

www.ci.medford.or.us

DEPARTMENT: Fire & City Manager
PHONE: (541) 774-2300
(541) 774-2657

AGENDA SECTION: Ordinances and Resolutions
MEETING DATE: November 12, 2015

STAFF CONTACT: Brian Fish, Fire Chief
Greg McKown, Facilities & Project Manager

COUNCIL BILL 2015-106

SECOND READING. An ordinance amending the contract with Ogden Roemer Wilkerson Architecture pertaining to redesign services of Fire Stations #2, and #4 in an amount not to exceed \$136,500.

ISSUE STATEMENT & SUMMARY:

The Fire Department and Facilities Management Division of the City Manager's Office are requesting approval of an ordinance to amend the existing contract with Ogden Roemer Wilkerson Architecture for redesign services of Fire Station #2, Fire Station #3 and Fire Station #4. Per their motion and vote at their October 15, 2015 meeting, the ordinance now amends the contract in an amount not-to-exceed \$136,500, prorated to include Fire Stations #2 and #4 only.

BACKGROUND:

A. Council Action History

On December 18, 2014, Council Bill 2014-162 was approved by a vote of 3 to 2 and required a second reading.

On December 29, 2014 Ordinance 2014-162 was approved and a contract was awarded to Ogden Roemer Wilkerson Architecture (ORW) in the amount of \$535,000.00 to complete the design of the three fire stations for the last phase of design development through project completion.

On September 17, 2015 Council approved a motion directing staff to proceed with the existing CMGC and modify the architect contract to redesign the three fire stations to incorporate the value engineering presented to Council.

On October 1, 2015 Council approved a motion directing staff to proceed with subcontractor solicitation and development of a construction GMP on Fire Station #2 and Fire Station #4 after redesigning the three fire stations to incorporate the value engineering presented to Council.

On October 15, 2015 Council voted on an ordinance authorizing the approval of Amendment #1 to the existing contract with Ogden Roemer Wilkerson Architecture for redesign services in an amount not to exceed \$136,500, prorated to include only Fire Stations #2 and #4. Due to a 6-2 vote, a second reading on the ordinance is required.

B. Analysis

After Council direction on September 17, 2015 to proceed with the existing CMGC and redesign the three fire stations to incorporate the value engineering presented to Council, a cost has been received by ORW for redesign services and is before Council for consideration.

C. Financial and/or Resource Considerations

\$10,631,960 of bond proceeds were allocated to the Fire Station 2, Fire Station 3, and Fire Station 4 projects BR0071, BR0072, and BR0073. Therefore, acceptance of the



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amendment for an amount not-to-exceed \$136,500 is within the funds available for the project.

D. Timing Issues

The redesign schedule will impact the project's time line to solicit subcontractor proposals and develop a construction GMP. In order to have these projects move forward to construction, it is imperative that the redesign be completed as quickly as possible.

STRATEGIC PLAN:

Theme: Safe Community

Goal 1: Ensure a safe community by protecting people, property and the environment.

Objective 1.7: Fund and implement a phased-in approach to update all Fire facilities as identified in the Fire Facilities *Master Plan*.

Action Item 1.7a: Implement a combined "work group" to assist in the planning and development of the finalized plans for the proposed new Fire facilities #2, 3 & 4.

COUNCIL OPTIONS:

1. Approve the ordinance authorizing the amendment of the ORW contract for re-design services not-to-exceed \$136,500, prorated to include only Fire Stations #2 and #4.
2. Deny the ordinance authorizing the amendment of the ORW contract for re-design services not to exceed \$136,500, prorated to include only Fire Stations #2 and #4.

STAFF RECOMMENDATIONS:

Staff recommends approval of the amendment to the contract with Ogden Roemer Wilkerson Architecture in an amount not-to-exceed \$136,500, prorated to include only Fire Stations #2 and #4.

SUGGESTED MOTION:

I move to approve the ordinance authorizing approval of Amendment No.1 in an amount not to exceed \$136,500 to the contract with Ogden Roemer Wilkerson Architecture for redesign services, prorated to include only Fire Stations #2 and #4.

EXHIBITS:

Ordinance
Contract Amendment on file with the City Recorder

ORDINANCE NO. 2015-106

AN ORDINANCE amending the contract with Ogden Roemer Wilkerson Architecture pertaining to redesign services of Fire Stations #2, and #4 in an amount not to exceed \$136,500.

WHEREAS, on December 29, 2014 Ordinance 2014-162 was approved and a contract was awarded to Ogden Roemer Wilkerson Architecture in the amount of \$535,000 to complete the design of the three fire stations (#2, #3, #4) for the last phase of development; and

WHEREAS, on September 17, 2015 Council approved a motion directing staff to proceed with the existing CMGC and modify the architect contract to redesign the three fire stations to incorporate the value engineering presented to Council; and

WHEREAS, on October 1, 2015 Council approved a motion directing staff to proceed with subcontractor solicitation and development of a GMP on Fire Station #2 and #4; now, therefore

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That an amendment to the existing contract with Ogden Roemer Wilkerson Architecture pertaining to redesign services of Fire Stations #2, #3, and #4 in an amount not to exceed \$136,500, which agreement is on file in the City Recorder's office, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this _____ day of _____, 2015

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2015.

Mayor



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.2

www.ci.medford.or.us

DEPARTMENT: Human Resources
PHONE: (541) 774-2011
STAFF CONTACT: Michael Snyder, Director

AGENDA SECTION: Ordinances and Resolutions
MEETING DATE: November 12, 2015

COUNCIL BILL 2015-116

An ordinance authorizing the execution of an agreement with the City of Medford and Medford Police Officers Association pertaining to salary, hours, fringe benefits, and other working conditions for July 1, 2015 through June 30, 2018.

ISSUE STATEMENT & SUMMARY:

The Human Resources Department, with the approval of the City Manager, is requesting that the proposed agreement with Medford Police Officers Association be approved effective July 1, 2015.

BACKGROUND:

A three-year agreement with Medford Police Officers Association expired June 30, 2015. The proposed three-year agreement for years 2015-2018 provides consistency with Council direction regarding the wages, hours, fringe benefits and other working conditions.

A. Council Action History

Council action is required on collective bargaining agreements.

B. Analysis

The proposed agreement provides for:

1. Salary increases: 2.5% effective 7/1/15; 2.5% effective 7/1/16; 2.5% effective 7/1/17.
2. Health insurance: the cap for the City contribution to insurance premium would be set at \$1,550 per month effective January 1, 2016. The cap would then increase to \$1,650 per month effective January 1, 2017, and increase to \$1,750 per month effective January 1, 2018.
3. Additional amendments were proposed and ratified by the bargaining group. These amendments have minimal financial impact and provide for clarity within the agreement.

C. Financial and/or Resource Considerations

The total compensation cost of the proposed action has been estimated by the Finance Department to be approximately \$380,000 for each year of the agreement, or \$1.14 million over the life of the three year agreement. Funds for the contract increases are available in the proposed 2015-2017 biennial budget.

D. Timing Issues

If the Council chooses to not approve this proposed agreement, negotiations with the bargaining unit will need to be re-opened.

STRATEGIC PLAN:

Theme: Responsive Leadership

12.4d Review City's compensation model and evaluate the impact of wage and benefit levels as they may relate to the City's ability to effectively recruit and retain highly effective employees.

12.4e Bargain effectively with represented employee groups to ensure appropriate wage and benefit levels are maintained.



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AGENDA ITEM COMMENTARY

Item No: 60.2

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COUNCIL OPTIONS:

1. Approve the ordinance.
2. Deny the ordinance.

STAFF RECOMMENDATIONS:

Staff recommends approval of the ordinance authorizing the agreement with Medford Police Officers Association.

SUGGESTED MOTION:

I move to approve the ordinance authorizing the agreement with Medford Police Officers Association.

EXHIBITS:

Ordinance
Agreement on file in City Recorder's office.

ORDINANCE NO. 2015-116

AN ORDINANCE authorizing the execution of an agreement with the City of Medford and Medford Police Officers Association pertaining to salary, hours, fringe benefits, and other working conditions for July 1, 2015 through June 30, 2018.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That the execution of an agreement with the City of Medford and Medford Police Officers Association pertaining to salary, hours, fringe benefits, and other working conditions effective July 1, 2015 through June 30, 2018, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this _____ day of _____, 2015.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2015.

Mayor



**CITY OF MEDFORD
AGENDA ITEM COMMENTARY**

Item No: 60.4

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DEPARTMENT: Public Works
PHONE: (541) 774-2100
STAFF CONTACT: Cory Crebbin, Director

AGENDA SECTION: Ordinances and Resolutions
MEETING DATE: November 12, 2015

COUNCIL BILL 2015-118

An ordinance awarding a contract in the amount of \$329,484 with Carollo Engineers to develop a Sanitary Sewer Master Plan.

ISSUE STATEMENT & SUMMARY:

This agreement will retain a consultant to develop a Sanitary Sewer Master Plan (SSMP) for the City of Medford. The current SSMP was developed in 2005. With Urban Growth Boundary (UGB) expansion there will be greater flows to the sanitary sewer system in the future. Needed facilities must be determined through an analysis of the entire sewer collection system. A capital improvement program will be provided in this SSMP to assist the City in planning priority sanitary sewer projects. The SSMP will include a financial element to provide costs and needed resources.

BACKGROUND:

A. Council Action History
None

B. Analysis

The City issued a request for proposals in August 2015 and two consulting firms submitted proposals. After a review of the proposals by a selection team, Carollo Engineers was determined to be the most qualified firm.

C. Financial and/or Resource Considerations

\$329,484 is budgeted in Sewer Maintenance Fund.

D. Timing Issues

Approval of the contract will allow sufficient time for flow monitors to be installed near the end of November. Historically the largest storms occur in December, making this an ideal time to gather data.

STRATEGIC PLAN:

Theme: Responsive Leadership

Goal 12: Ensure adequate long-term municipal financial stability for City services, assets and facilities.

Objective 12.3: Continue to fund capital improvements to city owned facilities to preserve and increase the life capacity.

Action 12.3a: Develop and update long-range capital improvement plans for City facilities.

COUNCIL OPTIONS:

1. Approve the ordinance.
2. Modify the ordinance.
3. Deny the ordinance.

STAFF RECOMMENDATIONS:

Approve the ordinance authorizing Carollo Engineers to prepare a Sanitary Sewer Master Plan.



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 60.4

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SUGGESTED MOTION:

I move to approve the ordinance authorizing a contract with Carollo Engineers to prepare a Sanitary Sewer Master Plan.

EXHIBITS:

Ordinance
Contract on file in City Recorder's office.

ORDINANCE NO. 2015-118

AN ORDINANCE awarding a contract in the amount of \$329,484 with Carollo Engineers to develop a Sanitary Sewer Master Plan.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That a contract in the amount of \$329,484 to develop a Sanitary Sewer Master Plan, which is on file in the City Recorder's office, is hereby awarded to Carollo Engineers.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2015.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2015.

Mayor



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.5

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DEPARTMENT: Legal Department **AGENDA SECTION:** Ordinances and Resolutions
STAFF PHONE: 541-774-2020 **MEETING DATE:** November 12, 2015
STAFF CONTACT: Kevin R. McConnell, Deputy City Attorney
Lt. Kevin Walruff, MPD

COUNCIL BILL 2015-119

An ordinance replacing Sections 5.650 and 5.654 of the Medford Code pertaining to control of recreational and medical marijuana.

ISSUE STATEMENT & SUMMARY:

Two versions of an ordinance amending sections 5.650 through 5.654 of the Medford Code- Control of Recreational and Medical Marijuana. Version 1: i) prohibits the outdoor production of both recreational and medical marijuana in residential zones; ii) retains offensive odor of marijuana provision; iii) contains related housekeeping amendments. Version 2: i) prohibits both outdoor and indoor production of marijuana in residential zones; ii) removes provision- offensive odor of marijuana; iii) contains related housekeeping amendments.

BACKGROUND:

On July 16, 2015, the Council adopted the Control of Recreational and Medical Marijuana ordinance.. The intent of the ordinance was two-fold: 1) to prevent the offensive odor of marijuana from traveling to neighboring properties and 2) to limit the production of both medical and recreational marijuana in residential zones to four plants per dwelling.

The Council expressed dissatisfaction with the four plants per dwelling provision, stating that the language did not capture the Council's true intent in adopting the ordinance. Staff was directed to come back with an amendment that limited production to four plants per development.

On October 15, 2015, the Council adopted a zone text amendment that will, beginning December 1, 2015, permit state marijuana licensees to obtain a business license and do business within the City when they (among other things) submit proof of said state license. The Council's deliberations regarding the zone text amendment led to a discussion regarding the prohibition of outdoor medical and recreational grows in residential zones, as well as prohibiting the production of marijuana outright in residential zones. The Council directed staff to come back with proposed amendments for its review.

Staff has prepared two versions of the amended ordinance for Council's review.

Version 1

The amended ordinance has the effect of prohibiting the outdoor production of both recreational and medical marijuana in residential areas. Version 1 also includes several other changes, including:

- 1) Section 5.650 (Intent and Purpose): replacing reference to limiting the production of marijuana in residential areas and adding the prohibition of marijuana grows in residential areas;
- 2) Section 5.651 (Definitions): adding definition for "offensive odor of marijuana." The intent of this amendment was to assist the City in determining when a citation should be issued for an alleged violation of Section 5.652 (Offensive Marijuana Odor), as well as more clearly define the element of the offense that the City must prove by a preponderance of the evidence;
- 3) Making vacant land in residential areas subject to the outdoor production ban;



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- 4) Separate the offenses for Offensive Marijuana Odor and Ban on Outdoor Production of Marijuana (Sections 5.652 and 5.653); and
- 5) Striking the severability clause (*former 5.654*), as an applicable severability clause already exists in section 1.050 of the Medford Code.

Version 2

The amended ordinance would prohibit the production of marijuana outright in residential areas (outdoor and indoor). Version 2 does away with the unlawful odor offense contained in the current ordinance and Version 1 of the amended ordinance. Because Version 2 works as a total ban on the production of marijuana in residential zones, staff believes that the inclusion of the offensive odor section would be unnecessary.

As with Version 1 of the ordinance, staff has amended section 5.650 to capture the Council's intent, ensured that vacant land in residential areas are subject to the ordinance, and stricken the severability clause.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

Staff does not anticipate that this Ordinance will unreasonably affect City finances or Resources. However, Council should be aware that either version of the amended ordinance, especially Version 2, will more than likely be challenged in court.

STRATEGIC PLAN:

This agreement supports the City of Medford Strategic Plan Theme: Safe Community.

Goal 1: Ensure a safe community by protecting people, property and the environment.

COUNCIL OPTIONS:

1. Approve Version 1 of the amended ordinance amending sections 5.650 through 5.654 of the Medford Code (Control of Recreational Marijuana) prohibiting outdoor recreational and medical marijuana grows in residential areas and related housekeeping changes.
2. Approve Version 2 of the amended ordinance amending sections 5.650 through 5.654 of the Medford Code (Control of Recreational Marijuana) prohibiting indoor and outdoor recreational and medical marijuana grows in residential areas and related housekeeping changes.
3. Decide to not adopt either version.
4. Suggest amendments to versions 1 or 2 of the amended ordinance.

STAFF RECOMMENDATIONS:

Staff recommends adopting Version 1 of the amended ordinance, if the Council desires to go down the path of limiting the production of marijuana in residential areas. Staff would also recommend that in the alternative, Council should consider striking any reference to limiting production of marijuana in residential zones and have city staff work to protect the public health, safety and welfare of the public by enforcing the offensive odor of marijuana provision currently on the books.

SUGGESTED MOTION:

I move to approve Version 1 of the ordinance amending sections 5.650 through 5.654 of the Medford Code (Control of Recreational and Medical Marijuana) prohibiting the outdoor production of recreational and medical marijuana in residential zones and its related housekeeping amendments.

EXHIBITS:

Ordinances (Version 1 and 2)

ORDINANCE NO. 2015-119

AN ORDINANCE replacing sections 5.560 to 5.654 of the Medford Code pertaining to control of recreational and medical marijuana.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

Section 1. Section 5.560 of the Medford Code is replaced to read as follows:

5.650 Intent and Purpose of Sections 5.650 to 5.654.

~~The City Council of the City of Medford recognizes that citizens of the state of Oregon may both use and grow recreational and medicinal marijuana in accordance with state law. However, the City Council also recognizes that the production of marijuana, without appropriate safeguards in place, can have a detrimental effect upon public safety and neighboring citizens. The City Council finds and declares that the health, safety and welfare of its citizens are promoted by limiting the production of recreational and medical marijuana grows in residential areas and ensuring that the offensive odor of marijuana does not travel to other properties.~~

The City Council of the City of Medford recognizes that Oregon law permits authorized persons to grow marijuana for both medical and recreational purposes. However, the City Council also recognizes that the production of marijuana, without appropriate restrictions in place, can have a detrimental impact upon public health, safety and welfare. The City Council finds and declares that the health, safety and welfare of its citizens are promoted by prohibiting the outdoor production of recreational and medical marijuana in residential areas and ensuring that the otherwise permissible production of marijuana does not adversely affect neighboring properties by subjecting them to an offensive odor of marijuana.

Section 2. Section 5.651 of the Medford Code is replaced to read as follows:

5.651 Definitions.

Words and phrases used in Sections 5.650 to 5.654 shall have the following meanings ascribed to them:

(1) ~~“Dwelling” means any building or portion thereof containing living facilities, such as a house, apartment or manufactured home. The term includes any accompanying accessory building and outdoor areas of a dwelling, if any.~~

(2) ~~“Homegrown Marijuana” means the marijuana produced for recreational use by a person in accordance with state law.~~

(3) ~~“Marijuana” means the plant Cannabis family Cannabaceae, any part of the plant Cannabis family Cannabaceae and the seeds of the plant Cannabis family Cannabaceae. The term includes any and all homegrown and medical marijuana as defined in this section.~~

(4) ~~“Marijuana cultivator” means a medical marijuana grower or recreational marijuana homegrower. The term includes any landlord or property owner that permits or allows marijuana to be produced at a dwelling.~~

(5) ~~“Medical Marijuana” means the marijuana produced for medicinal use in accordance with the~~

Oregon Medical Marijuana Act.

~~(6) "Medical Marijuana Grower" means any person engaged in the production of medical marijuana in accordance with state law. The term includes persons authorized to produce marijuana pursuant to the Oregon Medical Marijuana Act; including, but not limited to, a registry identification cardholder, designated primary caregiver, or person responsible for a marijuana grow site.~~

~~(7) "Production of Marijuana" means the planting, cultivation, growing or harvesting of marijuana, and includes the trimming or drying of marijuana leaves or flowers.~~

~~(8) "Property" means any home, business or publicly owned property and right-of-way.~~

~~(9) "Recreational Marijuana Homegrower" means a person engaged in the production of homegrown marijuana in accordance with state law.~~

Words and phrases used in Sections 5.650 to 5.654 shall have the following meanings ascribed to them:

(1) "Homegrown Marijuana" means the marijuana produced for recreational use by a person in accordance with state law.

(2) "Dwelling" means any building or portion thereof containing living facilities, such as a house, apartment or manufactured home. The term includes the accessory buildings and outdoor areas of a dwelling, if any.

(3) "Marijuana" means the plant Cannabis family Cannabaceae, any part of the plant Cannabis family Cannabaceae and the seeds of the plant Cannabis family Cannabaceae. The term includes any and all homegrown and medical marijuana as defined in this section.

(4) "Marijuana cultivator" means a medical marijuana grower or recreational marijuana homegrower. The term includes any landlord or property owner that permits or allows marijuana to be produced at a dwelling.

(5) "Medical Marijuana" means the marijuana produced for medicinal use in accordance with the Oregon Medical Marijuana Act.

(6) "Medical Marijuana Grower" means any person engaged in the production of medical marijuana in accordance with state law. The term includes persons authorized to produce marijuana pursuant to the Oregon Medical Marijuana Act; including, but not limited to, a registry identification cardholder, designated primary caregiver, or person responsible for a marijuana grow site.

(7) "Offensive Odor of Marijuana" means an odor of marijuana that is offensive to an ordinary, reasonable person under the totality of the circumstances. Factors to be considered may include the intensity, duration and frequency of the marijuana odor, whether the marijuana odor is continuous or intermittent, and the circumstances in which the marijuana odor is smelled.

(8) "Production of Marijuana" means the planting, cultivation, growing or harvesting of marijuana, and includes the trimming or drying of marijuana leaves or flowers.

(9) "Property" means any home, business, publicly-owned property, or public right-of-way.

(10) "Recreational Marijuana Homegrower" means a person engaged in the production of homegrown marijuana in accordance with state law.

///
///
///

Section 3. Section 5.652 of the Medford Code is replaced to read as follows:

5.652 Offensive Marijuana Odor; Limitation on Outdoor Marijuana Grows.

~~(1) No marijuana cultivator shall cause or allow an offensive odor of marijuana to emanate from a dwelling to any other property.~~

~~(2) No dwelling shall contain more than four (4) marijuana plants at any time, effective November 1, 2015.~~

~~(3) Violation of this section constitutes a violation. Every day in which the violation exists constitutes a separate violation.~~

(1) No marijuana cultivator shall cause or allow an offensive odor of marijuana to emanate from a dwelling to any other property.

(2) Violation of this section constitutes a violation. Every day in which the violation exists constitutes a separate violation.

Section 4. Section 5.653 of the Medford Code is replaced to read as follows:

~~5.653 Public Nuisance Remedy. Ban on Outdoor Production of Marijuana~~

~~Violation of section 5.652 is declared to be a public nuisance, and may be abated in the manner provided for in section 5.520.~~

(1) No marijuana cultivator shall engage in the outdoor production of marijuana at a dwelling or on vacant land in residential areas.

(2) Violation of this section constitutes a violation. Every day in which the violation exists constitutes a separate violation.

Section 5. Section 5.654 of the Medford Code is replaced to read as follows:

~~5.654 Severability. Public Nuisance- Remedy~~

~~The sections, subsections, paragraphs and clauses of this Ordinance are severable. The invalidity of one section, subsection, paragraph or clause shall not affect the validity of the remaining sections, subsections, paragraphs or clauses.~~

Violation of sections 5.652 and 5.653 are declared to be a public nuisance, and may be abated in the manner provided for in section 5.520.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2015.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2015.

Mayor

NOTE: Matter in **bold** is new. Matter ~~struck-out~~ is existing law to be omitted.

ORDINANCE NO. 2015-119

AN ORDINANCE replacing sections 5.560 to 5.653 of the Medford Code pertaining to control of recreational and medical marijuana.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

Section 1. Section 5.560 of the Medford Code is replaced to read as follows:

5.650 Intent and Purpose of Sections 5.650 to ~~5.654~~ **5.653**.

~~The City Council of the City of Medford recognizes that citizens of the state of Oregon may both use and grow recreational and medicinal marijuana in accordance with state law. However, the City Council also recognizes that the production of marijuana, without appropriate safeguards in place, can have a detrimental effect upon public safety and neighboring citizens. The City Council finds and declares that the health, safety and welfare of its citizens are promoted by limiting the production of recreational and medical marijuana grows in residential areas and ensuring that the offensive odor of marijuana does not travel to other properties.~~

The City Council of the City of Medford recognizes that Oregon law permits authorized persons to grow marijuana for both medical and recreational purposes. However, the City Council also recognizes that the production of marijuana in residential areas can have a detrimental impact upon public health, safety and welfare. The City Council finds and declares that the health, safety and welfare of its citizens are promoted by prohibiting the production of recreational and medical marijuana in residential areas.

Section 2. Section 5.651 of the Medford Code is replaced to read as follows:

5.651 Definitions.

~~Words and phrases used in Sections 5.650 to 5.654 shall have the following meanings ascribed to them:~~

~~(1) "Dwelling" means any building or portion thereof containing living facilities, such as a house, apartment or manufactured home. The term includes any accompanying accessory building and outdoor areas of a dwelling, if any.~~

~~(2) "Homegrown Marijuana" means the marijuana produced for recreational use by a person in accordance with state law.~~

~~(3) "Marijuana" means the plant Cannabis family Cannabaceae, any part of the plant Cannabis family Cannabaceae and the seeds of the plant Cannabis family Cannabaceae. The term includes any and all homegrown and medical marijuana as defined in this section.~~

~~(4) "Marijuana cultivator" means a medical marijuana grower or recreational marijuana homegrower. The term includes any landlord or property owner that permits or allows marijuana to be produced at a dwelling.~~

~~(5) "Medical Marijuana" means the marijuana produced for medicinal use in accordance with the Oregon Medical Marijuana Act.~~

~~(6) “Medical Marijuana Grower” means any person engaged in the production of medical marijuana in accordance with state law. The term includes persons authorized to produce marijuana pursuant to the Oregon Medical Marijuana Act; including, but not limited to, a registry identification cardholder, designated primary caregiver, or person responsible for a marijuana grow site.~~

~~(7) “Production of Marijuana” means the planting, cultivation, growing or harvesting of marijuana, and includes the trimming or drying of marijuana leaves or flowers.~~

~~(8) “Property” means any home, business or publicly owned property and right-of-way.~~

~~(9) “Recreational Marijuana Homegrower” means a person engaged in the production of homegrown marijuana in accordance with state law.~~

Words and phrases used in Sections 5.650 to 5.654 shall have the following meanings ascribed to them:

(1) “Dwelling” means any building or portion thereof containing living facilities, such as a house, apartment or manufactured home. The term includes the accessory buildings and outdoor areas of a dwelling, if any.

(2) “Marijuana” means the plant Cannabis family Cannabaceae, any part of the plant Cannabis family Cannabaceae and the seeds of the plant Cannabis family Cannabaceae. The term includes any and all homegrown and medical marijuana as defined in this section.

(3) “Marijuana cultivator” means a medical marijuana grower or recreational marijuana homegrower. The term includes any landlord or property owner that permits or allows marijuana to be produced at a dwelling.

(4) “Medical Marijuana Grower” means any person engaged in the production of medical marijuana in accordance with state law. The term includes persons authorized to produce marijuana pursuant to the Oregon Medical Marijuana Act; including, but not limited to, a registry identification cardholder, designated primary caregiver, or person responsible for a marijuana grow site.

(5) “Production of Marijuana” means the planting, cultivation, growing or harvesting of marijuana, and includes the trimming or drying of marijuana leaves or flowers.

(6) “Recreational Marijuana Homegrower” means a person engaged in the production of homegrown marijuana in accordance with state law.

Section 3. Section 5.652 of the Medford Code is replaced to read as follows:

5.652 ~~Offensive Marijuana Odor; Limitation on Outdoor Marijuana Grows.~~ Ban on Production of Marijuana.

~~(1) No marijuana cultivator shall cause or allow an offensive odor of marijuana to emanate from a dwelling to any other property.~~

~~(2) No dwelling shall contain more than four (4) marijuana plants at any time, effective November 1, 2015.~~

~~(3) Violation of this section constitutes a violation. Every day in which the violation exists constitutes a separate violation.~~

(1) No marijuana cultivator shall engage in the production of marijuana at a dwelling or on vacant land in residential areas.

(2) Violation of this section constitutes a violation. Every day in which the violation exists constitutes a separate violation.

Section 4. Section 5.653 of the Medford Code is replaced to read as follows:

5.653 Public Nuisance- Remedy.

~~Violation of section 5.652 is declared to be a public nuisance, and may be abated in the manner provided for in section 5.520.~~

Violation of section 5.652 is declared to be a public nuisance, and may be abated in the manner provided for in section 5.520.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2015.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2015.

Mayor

NOTE: Matter in **bold** is new. Matter ~~struck out~~ is existing law to be omitted.



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 70.1

www.ci.medford.or.us

DEPARTMENT: Planning
PHONE: 541-774-2380
STAFF CONTACT: James E. Huber, AICP, Planning Director

AGENDA SECTION: Public Hearings
MEETING DATE: November 12, 2015

PUBLIC HEARING

CONTINUED. Consideration of a proposed Comprehensive Plan/Urban Growth Boundary Amendment affecting the General Land Use Plan (GLUP) map, the Medford Street Functional Classification Plan of the Transportation Element, and portions of the text of both the Urbanization and GLUP Elements.

ISSUE STATEMENT & SUMMARY:

File number CP-14-114 is a proposed Comprehensive Plan/Urban Growth Boundary Amendment affecting the General Land Use Plan (GLUP) map, the Medford Street Functional Classification Plan of the Transportation Element, and portions of the text of both the Urbanization and GLUP Elements.

The proposed UGB amendment contains a total of nearly 3,800 acres of land, of which about 400 acres are either already developed or unbuildable, resulting in a total of almost 3,400 usable acres: 1,520 acres for future development and 1,877 acres for Prescott and Chrissy Parks. The developable acres consist of 884 acres for residential development and 636 acres for employment uses.

BACKGROUND:

The process of expanding the City's UGB has been ongoing in some capacity for the past 10 years and staff has been actively working on the expansion proposal since the adoption of the Regional Plan in 2012. The Planning Commission held a hearing on staff's recommendation for expansion on March 12, 2015. The Commission then met with staff at an April 6, 2015 study session to work through issues related to the project before continuing deliberation on the matter at the May 14, 2015 meeting. At that meeting, the Commission passed the attached recommendation for UGB expansion on a 4-3 vote.

A. Council Action History

Council approved UGBA Phase 1 (city file number CP-13-032) in December 2014, which intensified land uses for more than 500 acres of land within the existing UGB. Council held hearings on this second phase on August 6, 13, and 20, 2015. The hearing was closed and the record was left open indefinitely.

B. Analysis

UGBA Phase 1 allowed the City to meet a greater portion of its residential and employment land need for the next 20 years within its existing UGB, but more land is still needed to meet the overall demand. The City is limited to selecting from its identified Urban Reserve when choosing where to expand to meet the need. The Planning Commission used the boundary locational factors of statewide planning Goal 14 in selecting properties from the Urban Reserve to include in its recommendation for boundary expansion.

C. Financial and/or Resource Considerations

Discussion of water, sewer, and transportation conditions is contained in the commission report.



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 70.1

www.ci.medford.or.us

D. Timing Issues

The Department of Land Conservation and Development (DLCD) has agreed that the City can continue to use the population figures from the Population Element of the Comprehensive Plan because the City had initiated the UGB amendment process prior to the adoption of the Portland State University (PSU) population figures. This agreement does not have a specific expiration date, but it could be argued that the City must use the new population numbers if the process is stopped, or restarted.

STRATEGIC PLAN:

Theme: Healthy Economy

Goal 6: Maintain and enhance community livability

Action 6.2b: Maintain a current inventory of buildable residential land and periodically compare it to the needs identified in the Housing Element of the Comprehensive Plan.

Goal 7: Encourage a diverse economy

Objective 7.1: Ensure there is a long term supply of appropriately located and serviceable commercial and industrial land.

Theme: Quality Public Services

Goal 8: Provide recreational activities and opportunities to improve the lives of Medford residents.

Action 8.1b: Pursue the inclusion of Prescott and Chrissy Parks into the City's Urban Growth boundary.

Goal 9: Provide a safe, multi-modal, efficient and well planned transportation system.

Goal 10: Provide efficient and effective sewer and storm water services.

COUNCIL OPTIONS:

1. Adopt the recommendation of the Planning Commission as amended by staff as indicated in the commission report dated July 21, 2015
2. Modify the recommendation of the Planning Commission

STAFF RECOMMENDATIONS:

The Planning Commission recommended approval of the urban growth boundary amendment, as shown in "Exhibit A" of the commission report (minus the three additions from staff indicated in the commission report dated July 21, 2015), at their May 14, 2015 hearing by a 4-3 vote.

SUGGESTED MOTION:

I move to adopt the comprehensive plan and urban growth boundary amendment included in the commission report dated July 21, 2015 and supplements to it, and to direct staff to prepare an ordinance for adoption at a later date.

EXHIBITS:

None

Capital Improvement Projects Update

80.1

City of Medford – Capital Improvement Projects Update
November 12, 2015

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Bond Projects:

BR0071 – Fire Station #2 (5-86)

Project Goal: Construction of a new Fire Station #2.

Recent Project Milestones:

- July 14 - Project out for bid.
- August 11 - Project bid close.
- August 26 – Project GMP.
- September 9 – Groundbreaking on hold.
- September 17 – GMP Rejected.
- October 1 – Contract to Council for architect amendment to modify fire station drawings to include VE items accepted after drawings were completed and bid.

Upcoming Project Milestones:

- **November 12 – Contract to Council for second reading of architect amendment to modify fire station drawings to include VE items accepted after drawings were completed and bid.**
- Redesign phase to incorporate VE items accepted.
- SPAC, plan review, permitting.
- Rebidding revised station drawings.
- GMP and construction.

Funds Budgeted	\$2,700,000
Funds Expended	(\$13,699)
Encumbrances	(\$61,656)
Balance Remaining	\$2,624,645

BR0072 – Fire Station #3 (5-87)

Project Goal: Construction of a new Fire Station #3.

Recent Project Milestones:

- July 14 - Project out for bid.
- August 11 - Project bid close.
- August 26 – Project GMP.
- September 9 – Groundbreaking on hold.
- September 17 – GMP Rejected.
- October 1 – Contract to Council for architect amendment to modify fire station drawings to include VE items accepted after drawings were completed and bid.

Upcoming Project Milestones:

- **November 12 – Contract to Council for second reading of architect amendment to modify fire station drawings to include VE items accepted after drawings were completed and bid.**

- Redesign phase to incorporate VE items accepted.
- SPAC, plan review, permitting.
- Rebidding revised station drawings.
- GMP and construction.

Funds Budgeted	\$3,500,000
Funds Expended	(\$38,009)
Encumbrances	(\$84,316)
Balance Remaining	\$3,377,675

BR0073 – Fire Station #4 (5-88)

Project Goal: Construction of a new Fire Station #4.

Recent Project Milestones:

- July 14 - Project out for bid.
- August 11 - Project bid close.
- August 26 – Project GMP.
- September 9 – Groundbreaking on hold.
- September 17 – GMP Rejected.
- October 1 – Contract to Council for architect amendment to modify fire station drawings to include VE items accepted after drawings were completed and bid.

Upcoming Project Milestones:

- **November 12 – Contract to Council for second reading of architect amendment to modify fire station drawings to include VE items accepted after drawings were completed and bid.**
- Redesign phase to incorporate VE items accepted.
- SPAC, plan review, permitting.
- Rebidding revised station drawings.
- GMP and construction.

Funds Budgeted	\$3,500,000
Funds Expended	(\$26,439)
Encumbrances	(\$116,382)
Balance Remaining	\$3,357,179

PD0076 – Police Station (5-90)

Project Goal: Construction of a new police department facility with associated secure parking and storage areas.

Recent Project Milestones:

- July 17 – Final work package out for bid.
- August 18 – Final work package bid close.

- August 26 – Total project GMP.
- September 17 – Revised GMP moved to second reading.
- October 1 – Revised GMP to Council and approved.

Upcoming Project Milestones:

- October 2015 – Final construction phase begin.
- **Furniture procurement.**
- **10th street public right-of-way dedication.**
- **September 16, 2016 - Substantial completion scheduled.**

Funds Budgeted	\$12,500,000
Funds Expended	(\$2,099,833)
Encumbrances	(\$10,055,124)
Balance Remaining	\$345,043

PD0077 – Police Station Secured Garage (5-91)

Project Goal: Construction of a new police department facility with attached secure parking and storage areas.

Recent Project Milestones:

- July 17 – Final work package out for bid.
- August 18 – Final work package bid close.
- August 26 – Total project GMP.
- September 17 – Revised GMP moved to second reading.
- October 1 – Revised GMP to Council and approved.
- **October 15 – Alternate garage façade rejected.**

Upcoming Project Milestones:

- October 2015 – Final construction phase begin.
- **10th street public right-of-way dedication.**
- **September 16, 2016 - Substantial completion scheduled.**

Funds Budgeted	\$6,000,000
Funds Expended	(\$1,103,013)
Encumbrances	(\$5,156,661)
Balance Remaining	*(\$259,674)

***Supplemental Budget needed to adjust carry forward from previous biennium in order to balance project accounting.**

PR0056 - U.S. Cellular Community Park – Phase IV (5-74)

Project Goal: The completion of three additional playing fields along with associated parking and infrastructure as described in the approved master plan.

Project Assigned to: Pete Young & Brian Sjothun

Recent Project Milestones:

- **October 19, 2015- Hydro-seeded and temporary irrigation installed for topsoil storage area in advance of ending the 1200-C sediment control permit**

Upcoming Project Milestones:

- Add water supply for volunteer's riparian restoration plantings.

Funds Budgeted	\$400,000
Funds Expended	(\$9,697)
Encumbrances	(\$32,943)
Balance Remaining	\$357,360

General Fund Projects:

BR0064 – Annex Server Room HVAC (5-34)

Project Goal: This project will add one (1) additional HVAC system for the Lausmann Annex Server Room 215 on 2nd Floor.

Project Start: April 2016

Anticipated Completion: June 2016

Funds Budgeted	\$16,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$16,000

BR0068 – City Hall Electrical Modifications (5-35)

Project Goal: To provide general electrical modifications to departments requiring space upgrades

Project Start: July-September 2015

Anticipated Completion: June 2017

Upcoming Project Milestones:

Funds Budgeted	\$10,000
Funds Expended	(\$3,363)
Encumbrances	(\$0)
Balance Remaining	\$6,637

BR0074 – Fire Station #5 (5-36)

Project Goal: Provide renovations to Fire Station 5 building in order to address multiple maintenance items necessary for operational sustainability.

Project Start: Carry-Forward from 2013/15

Anticipated Completion: June 2016

Recent Project Milestones:

- Project carried forward to the 2015/17 biennium.

Upcoming Project Milestones:

- 2016 QTR1 – Bid project elements.
- 2016 QTR1 – Award contract.
- 2016 QTR 2 – Project Completion

Funds Budgeted	\$25,000
Funds Expended	(\$396)
Encumbrances	(\$894)
Balance Remaining	\$23,710

BR0075 – Fire Station #6 (5-40)

Project Goal: Provide renovations to Fire Station 6 building in order to address multiple maintenance items necessary for operational sustainability.

Project Start: Carry-Forward from 2013/15

Anticipated Completion: June 2016

Recent Project Milestones:

- Project carried forward to the 2015/17 biennium.

Upcoming Project Milestones:

- 2016 QTR1 – Bid project elements.
- 2016 QTR1 – Award contract.
- 2016 QTR 2 – Project Completion

Funds Budgeted	\$390,000
Funds Expended	(\$6,204)
Encumbrances	(\$14,006)
Balance Remaining	\$369,790

BR0084 – Riverside North Parking Lot – (Development Services) (5-93)

Project Goal: This project is for the construction of a new parking lot to increase parking in downtown.

Project Start: Carry-Forward from 2013/15

Anticipated Completion: January 2016

Recent Project Milestones:

- June 30, 2015 – Bid opening.
- August 6, 2015 – Council awards bid to Knife River Materials
- August 6, 2015 – Council added \$620,000 to project balance
- **October 19, 2015** – Begin Construction

Upcoming Project Milestones:

- **Lighting and equipment procurement.**
- **November 2015 – Subgrade and sub base scheduled for completion.**
- **January 2016 – Scheduled for completion.**

Funds Budgeted	\$963,750
Funds Expended	(\$12,369)
Encumbrances	(\$868,868)
Balance Remaining	\$82,513

BR0086 – Fire Station #4 Temporary Bay (5-38)

Project Goal: Construction of a metal facility to house fire trucks and equipment during the construction of a new Fire Station #4. Facility will be utilized as a logistic center after construction is complete for the new station.

Project Start: Carry-Forward from 2013/15

Anticipated Completion: December 2015

Recent Project Milestones:

- June 2015 – Construction began
- August 2015 - Apparatus building completed.
- August 20th – Fire Department Move Complete.
- Project Completed

Funds Budgeted	\$37,500
Funds Expended	(\$183,393)
Encumbrances	(\$0)
Balance Remaining	*(\$145,893)

***Supplemental Budget needed to adjust carry forward from previous biennium in order to balance project accounting.**

BR0088 – City Hall Skylight Replacement (5-39)

Project Goal: Replace existing skylight on the roof of City Hall above Council Chambers.

Project Start: April 2017

Anticipated Completion: June 2017

Funds Budgeted	\$25,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$25,000

BR0089 – Citywide Flag Pole Lighting (5-40)

Project Goal: This project is to install flag pole lighting at these locations: City Hall, Santo Community Center, Service Center, U.S. Cellular Community Park and Veterans Park.

Project Start: April 2016

Anticipated Completion: June 2016

Funds Budgeted	\$36,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$36,000

BR0090 – Electrical Service Installation for Modular Building (5-41)

Project Goal: Project is to provide electrical service to the Parks and Recreation Department modular building that is located within the Service Center.

Project Start: April 2016

Anticipated Completion: June 2016

Funds Budgeted	\$18,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$18,000

BR0091 – Lausmann Annex Actuator Replacement (5-42)

Project Goal: This project is to provide for the replacement of the Lausmann Annex HVAC Water Valve Actuator.

Project Start: April 2016

Anticipated Completion: June 2016

Funds Budgeted	\$5,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$5,000

BR0092 – Jackson Aquatic Center Vacuum Tank & Roof Replacement (5-43)

Project Goal: This project will replace the filter tank and roof at the Jackson Aquatic Center.

Project Start: November - December 2015

Anticipated Completion: June 2016

Funds Budgeted	\$36,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$36,000

BR0093 – Citywide Panic Button Installation (5-44)

Project Goal: The purpose is to install new panic buttons and replace existing buttons to a system compatible with the new city security systems.

Project Start: July-September 2015

Anticipated Completion: December 2015

Recent Project Milestones:

- Contract Award
- Lausmann Annex completed

Upcoming Project Milestones:

- Santo Community Center completion
- Contract Completion

Funds Budgeted	\$30,000
Funds Expended	(\$0)
Encumbrances	(\$8,499)
Balance Remaining	\$21,501

BR0094 – Service Center Building “B” Roof Replacement (5-45)

Project Goal: This project is to replace the roof for building “B” at the Service Center.

Project Start: April 2016

Anticipated Completion: June 2016

Funds Budgeted	\$75,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$75,000

BR0095 – Record Retention Storage Racks (5-46)

Project Goal: This project will install permanent storage racks within the departments modular storage facility located at the Service Center.

Project Start: January-April 2017

Anticipated Completion: June 2017

Funds Budgeted	\$36,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$36,000

BR0096 – Citywide Pigeon Pest Abatement (5-47)

Project Goal: This project will provide for the abatement of pigeons at various City facilities.

Project Start: January-April 2016

Anticipated Completion: June 2017

Funds Budgeted	\$50,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$50,000

BR0097 – City Hall Sump Pump Upgrade (5-48)

Project Goal: The purpose is to replace existing storm water sump pump controls located at City Hall.

Project Start: April 2017

Anticipated Completion: June 2017

Funds Budgeted	\$6,500
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$6,500

BR0098 – Police Service Center Building “A” HVAC Replacement (5-49)

Project Goal: To install a replacement to the current HVAC system within Police Property Control.

Project Start: April 2017

Anticipated Completion: June 2017

Funds Budgeted	\$20,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$20,000

BR0099 – Service Center Building “B” HVAC Upgrade (5-50)

Project Goal: This project will install a replacement HVAC system at the Service Center Building “B”.

Project Start: April 2017

Anticipated Completion: June 2017

Funds Budgeted	\$14,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$14,000

BR0101 – Santo Community Center Paint & Landscape (5-51)

Project Goal: The Santo Community Center is a high traffic structure and is in need of new paint throughout. Additionally, there are modifications and landscape changes that are needed to complete the courtyard area.

Project Start: January-March 2016

Anticipated Completion: June 2017

Funds Budgeted	\$99,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$99,000

BR0102 – Service Center Isolation Valve Replacement (5-52)

Project Goal: This project will replace the water isolation valves within Service Center Building “A”.

Project Start: January-March 2017

Anticipated Completion: June 2017

Funds Budgeted	\$5,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$5,000

BR0103 – Service Center Uninterrupted Power Supply (UPS) (5-53)

Project Goal: The UPS system is a backup for the City’s technological infrastructure. Currently, it is antiquated and in need of an upgrade in order to protect vital information.

Project Start: April 2016

Anticipated Completion: June 2016

Funds Budgeted	\$25,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$25,000

BR0104 – Service Center Building “B” Exterior Paint (5-54)

Project Goal: This project will provide for new exterior paint throughout Service Center Building “B”.

Project Start: January-March 2016

Anticipated Completion: June 2017

Funds Budgeted	\$36,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$36,000

BR0105 – Eyewash Equipment Upgrade (5-55)

Project Goal: This project is to install upgraded eyewash equipment within the Service Center.

Project Start: April 2016

Anticipated Completion: June 2016

Funds Budgeted	\$10,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$10,000

BR0106 – Hanley Voter Building Foundation Repair (5-56)

Project Goal: This project would provide foundation repairs to the Hanley Voter Building, which is a repeater building for Fire & Police communications.

Project Start: April 2017

Anticipated Completion: June 2017

Funds Budgeted	\$25,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$25,000

BR0107 – Property Impound Lot Resurface and Flooring (5-57)

Project Goal: This project will resurface the impound lot and replace the flooring within in the Police Property Control offices.

Project Start: January-March 2016

Anticipated Completion: June 2016

Funds Budgeted	\$75,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$75,000

BR0108 – Citywide Space Needs Assessment and Design (5-58)

Project Goal: The project is to provide a space needs assessment for City Hall, Lausmann Annex, Santo Community Center, Service Center, and the Carnegie Building. The project is to also provide a set of

construction documents for the renovation of City Hall after the Medford Police Department moves into the new police station.

Project Start: October-December 2015

Anticipated Completion: June 2017

Upcoming Project Milestones:

- **Architect RFQ**
- **Contract Award Recommendation**

Funds Budgeted	\$160,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$160,000

BR0109 – City Hall Remodel Design (5-59)

Project Goal: This project will complete construction documents and cost estimates for the space vacated by Medford Police Department within City Hall.

Project Start: January-March 2016

Anticipated Completion: September 2016

Upcoming Project Milestones:

- **Architect RFQ**
- **Contract Award Recommendation**

Funds Budgeted	\$100,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$100,000

PR0061 – Pedestrian/Bicycle Path Renovation (5-60)

Project Goal: This project is to repair/replace damaged sections of City owned pathways.

Project Assigned to: Tim Stevens

Project Start: April 2016

Anticipated Completion: June 2016

Funds Budgeted	\$60,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$60,000

PR0093 – Neighborhood Street Tree Program (5-61)

Project Goal: A partnership with residents for the installation and care of street trees in identified neighborhoods.

Project Assigned to: Adam Airoidi

Project Start: July-September 2015

Anticipated Completion: June 2017

Recent Project Milestones:

- August 11 – Tree committee begins logistical planning and public outreach for plantings beginning in the late fall of 2015.

Funds Budgeted	\$20,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$20,000

PR0094 – Hilfiker Wall Replacement (5-62)

Project Goal: Continue with restoration necessary to the Hilfiker wall located just south of U.S. Cellular Community Park, along the Bear Creek Greenway.

Project Assigned to: Pete Young

Project Start: Carry-Forward from 2013/15

Anticipated Completion: June 2017

Funds Budgeted	\$10,000
Funds Expended	(\$156)
Encumbrances	(\$0)
Balance Remaining	\$9,844

PR0105 – Hawthorne Park (5-63)

Project Goal: Implementation of master plan items in order to rehabilitate Hawthorne Park.

Project Assigned to: Pete Young

Project Start: Carry-Forward from 2013/15

Anticipated Completion: September 2015

Recent Project Milestones:

- **October 17, 2015- Grand Opening of park**

Upcoming Project Milestones:

- **November 30, 2015 – complete 60-day maintenance period of turf grass areas.**
- **October 30, 2015 - Complete punch list items on all phases**

Funds Budgeted	\$200,000
Funds Expended	(\$813,608)
Encumbrances	(\$315,756)
Balance Remaining	*(\$929,364)

***Supplemental Budget needed to adjust carry forward from previous biennium in order to balance project accounting**

PR0107 – Grade & Rock Upper Road to Prescott Park Towers (5-64)

Project Goal: This project is to provide for improvements to the upper road sections within Prescott Park and connects to the public safety tower.

Project Start: April 2016

Anticipated Completion: June 2016

Funds Budgeted	\$35,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$35,000

PR0108 – Bear Creek Park Dump Area Clean-up (5-65)

Project Goal: The project is to reorganize dump area to create sustainable dump area utilizing bin disposal of wood waste and lawn debris.

Project Assigned to: Tim Stevens & Brian Robinson

Project Start: October 2015

Anticipated Completion: June 2016

Recent Project Milestones:

- **October 14, 2015 – Established open contract with Biomass to remove woody waste.**

Upcoming Project Milestones:

- **November-December, 2015 – Biomass to remove woody waste.**

Funds Budgeted	\$50,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$50,000

PR0109 – Holmes Park Tennis Court Renovation (5-66)

Project Goal: This project will rebuild and resurface two (2) tennis courts at Holmes Park.

Project Assigned to: Tim Stevens & Brian Robinson

Project Start: September 2015

Anticipated Completion: June 2016

Recent Project Milestones:

- **September 17, 2015 – Council awarded bid to Copeland Paving.**
- **October 12-16, 2015 – Temporary work zone was established. Existing fencing and asphalt was removed.**

Upcoming Project Milestones:

- **October 20, 2015 – Cement treatment of tennis court, basketball court, and covered area subsoil.**
- **October 26-29, 2015 – Pave tennis court, basketball court, and covered area.**

Funds Budgeted	\$260,000
Funds Expended	(\$4,085)
Encumbrances	(\$217,483)
Balance Remaining	\$38,432

PR0110 – Toro Sentinel Central Irrigation Control (5-67)

Project Goal: This project is to standardize all City of Medford parks to the Toro Sentinel Central Irrigation Control system.

Project Assigned to: Brian Robinson

Project Start: January-March 2017

Anticipated Completion: June 2017

Funds Budgeted	\$50,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$50,000

Completed General Fund Projects:

Project #	Project	Completed	Budget	Actual	Savings
BR0086	Fire Station 4 Temporary Apparatus Bay	August 2015	\$250,000	\$250,249.82	

Park Dedication Fund Projects:

PR0004 – Howard Park Master Plan (5-70)

Project Goal: Develop an update to the master plan for this neighborhood park. The master plan is to reflect changes in recreational amenities for neighborhood parks and to place improvements to the update in the future Six-Year Capital Improvement Project List.

Project Assigned to: Brian Sjothun & Pete Young

Project Start: August 31, 2015

Anticipated Completion: June 2016

Recent Project Milestones:

- **October 5, 2015 – First community master plan meeting led by John Galbraith and Associates.**
- **September 15, 2015 – Meeting with Howard Elementary staff completed by John Galbraith and Associates.**
- **September 22, 2015 – First meeting with Parks and Recreation Commission by John Galbraith and Associates.**

Upcoming Project Milestones:

- **November 2, 2015 – Second community master plan meeting to be led by John Galbraith and Associates.**

Funds Budgeted	\$30,000
Funds Expended	(\$2,328)
Encumbrances	(\$15,400)
Balance Remaining	\$12,272

PR0007 – Kennedy Park Improvements (5-71)

Project Goal: Complete improvements for this neighborhood park per the approved master plan.

Project Assigned to: Pete Young

Project Start: July-September 2015

Anticipated Completion: September 2016

Recent Project Milestones:

Upcoming Project Milestones:

Funds Budgeted	\$515,000
Funds Expended	(\$0)
Encumbrances	(\$12,245)
Balance Remaining	\$502,755

PR0012 – Donahue-Frohnmayr Park Master Plan (5-72)

Project Goal: Develop an update to the master plan for this neighborhood park. The master plan is to reflect changes in recreational amenities for neighborhood parks as well as incorporate the 3-acres of property received by Jackson County Housing Authority. Once completed, place improvements to the update in the future Six-Year Capital Improvement Project List.

Project Assigned to: Brian Sjothun & Pete Young

Project Start: August 31, 2015

Anticipated Completion: June 2016

Recent Project Milestones:

- **October 6, 2015 – First community master plan meeting led by John Galbraith and Associates.**
- **September 21, 2015 – Meeting with City staff and John Galbraith and Associates.**
- **September 22, 2015 – First meeting with Parks and Recreation Commission by John Galbraith and Associates.**

Upcoming Project Milestones:

- **November 3, 2015 – Second community master plan meeting to be led by John Galbraith and Associates.**

Funds Budgeted	\$30,000
Funds Expended	(\$2,328)
Encumbrances	(\$15,400)
Balance Remaining	\$12,272

PR0022 – Leisure Services Plan Update (5-73)

Project Goal: To complete an update to the department’s Leisure Services Plan and Park System Development Charge Methodology.

Project Assigned to: Brian Sjothun & Pete Young

Project Start: September 10, 2015

Anticipated Completion: June 2016

Recent Project Milestones:

- **October 20, 2015 – Meeting with Parks and Recreation staff with LSP consultant Steve Duh of Conservation Technix.**
- **October 20, 2015 – Meeting with Parks and Recreation Commission with LIS Plan consultant Steve Duh of Conservation Technix.**

Upcoming Project Milestones:

- **Mid November, 2015 – Stakeholder sessions with consultant Jean Akers of Conservation Technix.**

Funds Budgeted	\$100,000
Funds Expended	(\$91)
Encumbrances	(\$72,005)
Balance Remaining	\$27,904

PR0069 – Prescott Park (5-75)

Project Goal: Continue with the implementation of the master plan that was approved in January 2009. Funding will be used to obtain proper land-use approvals, design and construction of multi-use trails.

Project Assigned to: Brian Sjothun & Pete Young

Project Start: Carry-Forward from 2013/15 Anticipated Completion: September 2016

Recent Project Milestones:

- **October 21, 2015 - County Park Commission moved to recommend the County Commissioners approve the Comprehensive Plan Map amendment to adopt a public parks master plan for Prescott Park.**

Upcoming Project Milestones:

- On-Going – Fundraising for construction by Rogue Valley Mountain Bike Association.
- On-Going – Development of maintenance agreement with Rogue Valley Mountain Bike Association to be completed.
- **January** – Land-use hearing with Jackson County.

Funds Budgeted	\$70,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$70,000

PR0073 – Playground Replacement (5-76)

Project Goal: To complete replacement and renovation of playground at Jackson Park.

Project Assigned to: Tim Stevens & Brian Robinson

Project Start: August 17, 2015 Anticipated Completion: June 2016

Recent Project Milestones:

- **October 15, 2015 – Received preliminary site plan from Playcraft with staff selected components.**

Upcoming Project Milestones:

- **October – Selection of playground equipment.**
- **November – Bid advertised.**

Funds Budgeted	\$80,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$80,000

PR0076 - Chrissy Park (5-77)

Project Goal: Begin development of the current Chrissy Park property as outlined in the community development master plan completed by staff and approved by the Parks & Recreation Commission in 2006.

Project Assigned to: Brian Sjothun

Project Start: Carry-Forward from 2013/15 Anticipated Completion: N/A

Upcoming Project Milestones:

- Funding is reserved for future construction of this park.
- Staff does not anticipate work on this project during the 2015-17 biennium.

Funds Budgeted	\$290,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$290,000

PR0079 – Trail & Pathway Development (5-78)

Project Goal: Continue development of phases for trail development within current or to be constructed facilities as outlined by the Leisure Services Plan.

Project Assigned to: Pete Young & Brian Sjothun

Project Start: October 2015 Anticipated Completion: September 2016

Recent Project Milestones:

Upcoming Project Milestones:

- **January 2016 – Land-use hearing with Jackson County.**

Funds Budgeted	\$187,500
Funds Expended	(\$1,775)
Encumbrances	(\$0)
Balance Remaining	\$185,725

PR0080 – Oregon Hills Park (5-79)

Project Goal: Continue with the implementation of the approved master plan for this East Medford park site, as outlined in the Leisure Services Plan.

Project Assigned to: Pete Young

Project Start: September 2015

Anticipated Completion: June 2017

Recent Project Milestones:

- **October – Development of priority items for phase identified.**

Upcoming Project Milestones:

- **October-November – Contract with landscape architect for construction drawings.**
- **December-January – Review and completion of construction drawings.**
- **February – Bid documents advertised.**
- **April – Award bid.**
-

Funds Budgeted	\$615,000
Funds Expended	(\$1,042)
Encumbrances	(\$0)
Balance Remaining	\$613,958

PR0092 – Aquatic Facilities (5-81)

Project Goal: To develop aquatic facilities as outlined in the Leisure Services Plan.

Project Assigned to: Brian Sjothun

Project Start: Carry-Forward from 2013/15

Anticipated Completion: June 2017

Upcoming Project Milestones:

- Funding is reserved for future direction as recommended by the Parks & Recreation Commission.
- Staff does not anticipate work on this project during the 2015-17 biennium.

Funds Budgeted	\$106,800
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$106,800

PR0095 – SE Area Plan (5-82)

Project Goal: To acquire land and develop parks and trails within the SE Area Plan.

Project Assigned to: Brian Sjothun

Project Start: September 2015

Anticipated Completion: June 2017

Upcoming Project Milestones:

- Staff continues to work with developer on acquisition and construction of a future 3-acre park for this area.
- This is an on-going project, as all Park System Development Charges collected in this area must be spent in this area.

Funds Budgeted	\$400,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$400,000

PR0096 – Cedar Links Park (5-83)

Project Goal: To begin development of the approved master plan for this neighborhood park.

Project Assigned to: Brian Sjothun

Project Start: Carry-Forward from 2013/15 Anticipated Completion: N/A

Upcoming Project Milestones:

- Funding is reserved for future construction of this park.
- Staff currently does not anticipate work on this project during the 2015-17 biennium.

Funds Budgeted	\$5,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$5,000

Completed Park Dedication Fund Projects:

Project #	Project	Completed	Budget	Actual	Savings
		Totals			

Community Park Reserve Fund Projects

PR0111 – U.S. Cellular Community Park Turf Replacement (5-84)

Project Goal: To begin replacement of worn turf within high traffic areas of the playing fields.

Project Assigned to: Tim Stevens & Rich Rosenthal

Project Start: August 7, 2015 Anticipated Completion: June 2016

Recent Project Milestones:

Upcoming Project Milestones:

- **November – Agreement with Field Turf for replacement of identified areas.**
- **December – Work to begin.**

Funds Budgeted	\$50,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$50,000

Cemetery Fund Projects

PR0085 – IOOF/Eastwood Cemetery Road Upgrade (5-80)

Project Goal: The purpose is to provide renovation to the existing road structures within the IOOF/Eastwood Cemetery property.

Project Assigned to: Tim Stevens & Brian Robinson

Project Start: April 2016

Anticipated Completion: June 2016

Funds Budgeted	\$30,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$30,000

Public Works Fund Projects

MF1605 – Service Center Building “A” Restroom (8-52)

Project Goal: Update restrooms at the Medford Service Center, building “A”. Install new sinks with auto on/off. Upgrade urinals & toilets to auto flushing. Upgrade lighting to auto on/off; Paint and floor tile.

Project Start: January-March 2017

Anticipated Completion: June 2017

Funds Budgeted	\$40,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$40,000

MF1606 – Service Center Parking Lot Expansion & Detention Pond (8-52)

Project Goal: Construct new visitor parking lot at the Service Center. New lot will be at the South end of existing building “A”.

Project Start: January-March 2016

Anticipated Completion: June 2016

Funds Budgeted	\$500,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$500,000

MF1608 – Service Center Building “J” Expansion (8-52)

Project Goal: Expand building “J” to the West one and a half bays. Add on full bay width roll up doors on both ends for full pass through of equipment. Add half bay on South side for a workshop for sewer and storm crews.

Project Start: January-March 2017

Anticipated Completion: June 2017

Funds Budgeted	\$300,000
Funds Expended	(\$0)
Encumbrances	(\$0)
Balance Remaining	\$300,000