

CITY OF MEDFORD
AGREEMENT PROCESSING CONTROL RECORD

I. INITIATING DEPARTMENT: COMPLETE SECTIONS I & II

INITIATING DEPARTMENT PARKS & RECREATION DATE Dec. 31, 2014

APCR PREPARED BY Rich Rosenthal, Asst. Dir. DEPT HEAD _____
NAME TITLE SIGNATURE

AGREEMENT OR CONTRACT TITLE Facility Use Agreement

AGREEMENT OR CONTRACT PURPOSE Use of Bear Creek Multi-Purpose Fields

CONTRACT PARTIES City of Medford and Medford American Little League

CONTRACT TERM BEGIN: 1/1/15 END: 12/31/16 1 YEAR 2 YEAR MORE THAN 2 YEARS
(PROJECTIONS ARE ACCEPTABLE)

OPTIONS TO RENEW

DATE OF COUNCIL ACTION N/A

OTHER GOVERNMENT(S) AFFECTED None

WHO PREPARED THE AGREEMENT OR CONTRACT City of Medford

FINANCIAL IMPACT None

BUDGET ACCOUNT NUMBER: _____

BUDGET PROJECT NUMBER (if applicable): N/A BOLI: YES _____ NO _____

II. CHECK 'YES' TO ALL APPLICABLE SECTIONS BEFORE ROUTING TO RECORDER'S OFFICE FOR FURTHER PROCESSING
(NO ACCEPTABLE FOR AGREEMENTS WITH OTHER GOVERNMENTAL ENTITIES)

	YES	NO	N/A
FUNDING IS AVAILABLE (DEPARTMENTS MUST CERTIFY UNENCUMBERED RESOURCES ARE AVAILABLE TO FULLY FUND THE CONTRACT)	_____	_____	<u>X</u>
COMPETITIVELY SOLICITED	_____	_____	<u>X</u>
OTHER PARTY HAS EXECUTED	<u>X</u>	_____	_____
PERFORMANCE BOND OR OTHER SECURITY IS ATTACHED	_____	_____	<u>X</u>
INSURANCE CERTIFICATE(S) ATTACHED – requested; in process	_____	<u>X</u>	_____
LEGAL DESCRIPTIONS BEEN RECEIVED AND CHECKED	<u>Lori</u>	_____	_____
OTHER COMMENTS _____			

PROVIDE TWO (2) COPIES OF COMPLETED APCR AND ATTACH TWO (2) COPIES OF AGREEMENT TO BE SIGNED

III. CITY RECORDER:

DATE RECEIVED _____ APCR No. _____ DATE ROUTED _____

IV.

LAW DEPT _____ DATE _____

RETURN TO CITY RECORDER

V.

CITY MANAGER _____ DATE _____

RETURN TO CITY RECORDER

VI. ACTION RECORD:

CITY COUNCIL ACTION DATE _____ ORDINANCE NO. _____

MAYOR/CITY MANAGER/DEPT HEAD EXECUTION DATE _____

CITY RECORDER COMPLETION DATE _____

DISTRIBUTION: ORIGINAL: City Recorder's Office DEPT RETURNED TO: _____