

**PRELIMINARY AGENDA  
REGULAR SESSION  
CITY OF NORTH PLAINS, CITY COUNCIL MEETING**

North Plains Senior Center  
31450 NW Commercial Street  
Monday, July 21, 2014 – 7:00 P.M.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CONSENT AGENDA:** *(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)*
  - A. Approval of regular session agenda
  - B. Approval of minutes of 07/07/2014 Council meeting
5. **PUBLIC COMMENT:** *(Persons wishing to speak on matters not on the agenda may be recognized at this time. Speakers must complete a “Public Comment Registration form” on the information table and return it to the City Recorder. You are not required to give your address when speaking to the City Council, only your name. Presentations are limited to five minutes.)*
6. **PRESENTATION**
7. **STAFF REPORTS**

Staff reports will be provided by the Public Works Director, the Chief of Police and the Library Director.
8. **PUBLIC HEARING:**

None Scheduled
9. **NEW BUSINESS:**
  - A. Review the Smokehouse Summit financial Statements
  - B. Approval of Resolution No. 1847 releasing funds to the Hood to Coast relay team
  - C. Review of the Fourth of July financial statements
  - D. Consider street closure of Commercial Street for Car Show during Garlic Festival.
  - E. Review June 2014 Check Register
  - F. Approval of Resolution No.1848 approving agreement with Biggi Construction, LLC for water line installed on North Avenue
10. **UNFINISHED BUSINESS:**
  - A. Discussion of Thursday Night Marketplace/Farmers’ Market street closures

11. **ORDINANCES:**

**FIRST READING:**

None Scheduled

**SECOND READING:**

None Scheduled

12. **CITY MANAGER REPORT**

13. **COUNCIL REPORTS**

- A. Council reports will be provided by the Mayor and City Councilors on meetings attended and other items.
- B. August 2014 Council Calendar

14. **ADVICE/INFORMATION ITEMS:**

- North Plains Marketplace every Thursday evening on Commercial Street
- Concerts in the Park: Every Friday night in August from 6:30 to 8:30
- North Plains Elephant Garlic Festival-August 8-9-10.

15. **EXECUTIVE SESSION:** *(No action may be taken in executive session. If action needs to be taken, the Council will do so in regular session.)*

- A. Adjourn to Executive Session in accordance with ORS 192.660(2)(i) and 192.660(8) regarding employee performance evaluations
  - 1) To review employee performance of the City Manager

16. **ADJOURNMENT:**

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North Plains City Council meetings are accessible for disabled individuals. The City will also endeavor to provide services for persons with impaired hearing or vision and other services, if requested, at least 48 hours prior to the meeting. To obtain services, please call City Hall at (503) 647-5555

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**The following City Council Meetings are scheduled to be held at the North Plains Senior Center, 31450 NW Commercial Street, North Plains, Oregon.**

**The meetings will be held on the following dates at 7:00 p.m.:**

Monday, August 18, 2014

Monday, Sept 2, 2014

Monday, Sept. 15, 2014

**CITY OF NORTH PLAINS, CITY COUNCIL MEETING**  
**MINUTES REGULAR SESSION**  
North Plains Senior Center  
31450 NW Commercial Street  
Monday, July 7, 2014

1. **CALL TO ORDER:** Mayor David Hatcher called the Regular Session of the City Council to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Mayor Hatcher led the flag salute.
3. **ROLL CALL:** Mayor David Hatcher; Council President Teri Lenahan; Councilors: Charlynn Newton and Robert Kindel, Jr.

Excused Absence: Michael Demagalski, Michael Broome, Glen Warren

**Staff present:** City Manager Martha DeBry, Chief of Police Bill Snyder, City Recorder Margaret Reh

4. **CONSENT AGENDA:**
  - A. Approval of regular session agenda
  - B. Approval of minutes of 06/16/2014 Council meeting

Motion by Lenahan and seconded by Kindel to approve the Consent Agenda. The motion was approved unanimously.

5. **PUBLIC COMMENT:**

Cynthia Korstad, 30768 NW Brooking Court, addressed the Council regarding the possibility of the City establishing a statute that would help to enforce CC&Rs that are already in place in certain neighborhoods. Neighborhoods that do not have homeowner associations have a more difficult time getting all homeowners to comply with rules and regulations of the CC&Rs. Korstad would like the Council to be able to intervene. Korstad had heard that some cities and counties have these statutes in place. Council asked Korstad to do more research and if she can find a sample ordinance to come back to Council for further consideration.

6. **PRESENTATIONS:**  
None Scheduled

7. **STAFF REPORTS:**

**Public Works:** Public Works Director Boyles submitted a written report. Boyles was absent from this meeting.

**Police Dept:** Chief Snyder submitted his statistical spreadsheet to Council. Snyder is on vacation for the next two weeks. Officers Duncan and Peterson will be patrolling and covering the shifts.

**Library Director:** Library Director Brodie normally reports to the Council at the first meeting of each month. She was not able to attend this meeting on 7/7/14 but will be in attendance on 7/21/14.

**8. PUBLIC HEARINGS:**  
None Scheduled

**9. NEW BUSINESS:**

A. Approve Resolution No. 1845: Re-Appointment of Library Board Member Mark Perkins to the North Plains Public Library Board

Motion by Kindel. Second by Lenahan to adopt Resolution No. 1845 re-appointing Mark Perkins to the North Plains Public Library Board. The motion was approved unanimously.

B. Approve Resolution No. 1846: Appointment of Library Board Member German Marquez Montoya to the North Plains Public Library Board

Motion by Kindel. Second by Lenahan to adopt Resolution No. 1846 appointing German Marquez Montoya to the North Plains Public Library Board. The motion was approved unanimously.

C. Discussion of Thursday Night Marketplace/Farmers' Market street closures

DeBry presented the staff report. Comments have been received that have been both favorable and not so favorable regarding the closure of Commercial Street for the Farmers' Market on Thursday evenings. There has been discussion regarding different configurations of the closure of the street.

Cindy Hirst, representative of the North Plains Farmers' Market, reported on the steps the Farmers' Market Board has taken and the comments they have received from the vendors of the marketplace. If they move the market back to 314<sup>th</sup> many of the vendors have expressed a concern and may not continue to participate in the market. Hirst stated the intention is not to have any of the businesses be adversely affected by the market.

Kyong (Kim) Han, the owner of the North Plains Market, addressed the council. She stated the Thursday Marketplace has caused a loss of revenue for her business. She asked the Council to not allow the continued closing of Commercial Street.

Discussion ensued regarding possible fixes and options to make this work for everyone. The purpose of the Thursday Marketplace was to enhance the businesses downtown. Hirst stated the Farmer's Market Board would move it back to 314<sup>th</sup> this next week and see what the results were.

D. Council to proclaim Tuesday, August 5, 2014 as National Night Out

DeBry presented the staff report. The set up for the National Night Out will be similar to prior years. With Officer Thurber retiring this year, Officer Peterson and Teri Lenahan will be coordinating the event. Discussion ensued regarding some of the details of planning.

Motion by Lenahan. Second by Newton to proclaim Tuesday, August 5, 2014 as National Night Out. The motion was approved unanimously.

10. **UNFINISHED BUSINESS:**  
None Scheduled

11. **ORDINANCES:**

**FIRST READING:**  
None Scheduled

**SECOND READING:**  
None Scheduled

12. **CITY MANAGER REPORT**

DeBry reported on the Fourth of July Celebration. She stated that it seemed that attendance was higher this year than past years. The Senior Center sold over 200 steak dinners. No unusual incidents happened during the day. Carol Aldrich and Jennifer Knowles did a great job in organizing the event. Hatcher requested that a financial report be given to the Council along with the Smokehouse Summit financial report at the July 21, 2014 Council meeting.

Officer Jody Peterson has been hired to replace Tim Thurber.

13. **COUNCIL REPORTS**

Council reviewed the Council Calendar. Warren will be asked if he can attend the Planning Commission in Broome's place.

Hatcher polled the Council regarding having only one Council meeting in August. Motion by Kindel. Second by Lenahan to cancel the City Council Regular Session on Monday, August 4, 2014.

14. **ADVICE/INFORMATION ITEMS:**

- North Plains Marketplace every Thursday evening in downtown North Plains
- National Night Out August 5<sup>th</sup>
- Elephant Garlic Festival August 8, 9, and 10

15. **EXECUTIVE SESSION:**

Motion by Lenahan. Second by Kindel to move the Executive Session to the July 21, 2014 when there is a full Council in attendance. Motion approved unanimously.

16. **ADJOURNMENT:** Mayor Hatcher adjourned the meeting at 8:05 p.m.

\_\_\_\_\_  
David Hatcher, Mayor

\_\_\_\_\_  
Margaret L. Reh, City Recorder

Date approved \_\_\_\_\_



## CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 10, 2014  
 To: City Council  
 From: City Manager Martha DeBry  
 Subject: Report on Smokehouse Summit Event and Smokehouse Summit Financials

**Request:** Council hear report on Smokehouse Summit event and the financials.

**Background:** The Smokehouse Summit was held on July 7<sup>th</sup> and 8<sup>th</sup> 2014. A total of 32 competitive barbeque teams participated in the event that was sanctioned by Pacific Northwest Barbeque Association (PNWBA). Blues music was offered at two stages and free children’s activities were located on 318<sup>th</sup> Avenue.

The purpose of the event was to promote economic development by gaining additional recognition for the community through a regional event. An estimated 8,000-10,000 persons visited North Plains during the event which was conducted between 10 am- 8 pm on Saturday and 10 am to 5 pm on Sunday. Most downtown retail and service businesses reported an increase in commerce during the event.

Proposed as a fund raiser for the North Plains Senior Center and the Police Department’s Hood to Coast team, it was hoped the event would bring additional fundraising dollars into the community. The Senior Center, Knights of Pythias and Boy Scouts did conduct successful fundraisers during the event. An auction for the Senior Center yielded \$4,500 which was about \$1,500 more than the prior year.

**Additional fundraising by local organizations during event**

Senior Center - Auction, pancake breakfast, gift card from sponsor	5,600
Knights of Pythias - beer sales	1,200
Boy Scouts - soda sales	900
	<b>7,700</b>

The Hood to Coast team staffed the parking concession both days which earned \$1,787. (The release of these funds has not yet been authorized by the City Council)

## **Smokehouse Summit Revenue and Expenses Summary**

	Actuals	Budget	Variance
<b>Revenue</b>			
Vendor	5,699	5,755	(56)
Sponsorship	5,000	4,500	500
Parking Lot	1,787	-	1,787
Info Booth	1,256	-	1,256
Car Show	1,205	1,000	205
<b>Grand Total</b>	<b>14,947</b>	<b>11,255</b>	<b>3,692</b>
<b>Expenses</b>			
Planning and Materials	2,538	2,207	(331)
Alcohol sales (license, insur, classes)	2,036	2,038	2
Portable toilets and Clean up	1,880	1,700	(180)
Entertainment	1,850	1,330	(520)
Hood to Coast	1,787		(1,787)
Marketing	916	1,000	84
Car Show prizes	832	836	4
Staff Time:			
Planning	928	2,000	1,072
Public Works	3,395		(3,395)
<b>Grand Total</b>	<b>16,160</b>	<b>11,111</b>	<b>(5,049)</b>
 Net Revenue over/(under)	 <b>(\$1,214)</b>	 <b>144</b>	 <b>(1,358)</b>

For the City, including all costs for full-time and hourly personnel, the event was a net loss of \$1,214. It should be noted \$3,395 is for Public Works fully burdened cost which typically has not been reimbursed by events for labor related to setting out barricades, installing fencing, trash removal or mowing parking areas. (The attribution of these costs to the event will lower Public Works costs in other areas of the budget.) The full cost (\$1,840) of the North Plains Events Association providing liquor liability insurance for City events was attributed to the Smokehouse Summit (the same insurance policy provides coverage for the 4<sup>th</sup> of July and the Elephant Garlic Festival). Last minute expenses for a generator and spider box cables rental, generator fuel, urgent cleaning of toilets on Sunday and rental stage account for the expense overage. A detailed accounting is included in the Council packet.

### ***Feedback Regarding the Event***

For a first time event the Smokehouse Summit was successful, but had some rough spots that would need to be addressed if the event were repeated.

#### *On the positive side:*

- The Poker Run was the largest ever for the Senior Center fundraiser attracting 60+ riders. (Prior years had as few as a dozen riders.)

- Ghostflames and Grill Cruise In attracted 134 vehicles which is one of the largest car shows ever in North Plains. The event was promoted with the 4<sup>th</sup> of July event, which probably contributed the subsequent success of the 4<sup>th</sup> of July car show.
- A total of 10 blues musical acts performed on two stages (one at 318<sup>th</sup> and Commercial and the other in the lot between the North Plains Market and the Last Waterin' Hole.) All of this entertainment was available at no cost to the public.
- Participants in the BBQ event expressed a great deal of gratitude to the City for hosting the event. Finding venues large enough to host an event is problematic for the PNWBA.
- The event was a qualifier for the Jack Daniels Draw, a State Championship and World Food Competitions which is an elite level for competitions, typically not achieved with a first year event. Most BBQ's do not attract 30+ teams needed to qualify for the Draw.
- The Last Waterin' Hole reported its best weekend of sales in 8 years.
- Abbey Creek which participated in the alcohol area appreciated the exposure offered at the local event.
- Publicity was extraordinarily successful in attracting participants and visitors regionally.
- Sponsorship relationships were established with numerous organizations outside of North Plains. It is likely, sponsorships would be more easily attained if the event is repeated.
- Bertony Faustin of Abbey Creek advised that a business is considering relocating to North Plains in part because of a visit that occurred during the Smokehouse Summit event.

Concerns expressed about the event include:

- Trash was not well managed. Approximately 30 yards of capacity was needed, but was not available.
- At least one BBQ team improperly disposed of grease on the property of Duyck's garage and a storm drain.
- Overnight security was lax in the opinion of William Duyck who reported a person(s) camped on the Duyck's garage property overnight.
- Outreach to businesses on Commercial Street east of main was inadequate. While fliers and guides were distributed to all businesses, both Duyck's Garage and Global Electric expressed concern that outreach was inadequate.
- Intoxicated person in the parking area late in evening. The City received a complaint that an intoxicated person was acting in a belligerent manner near 321<sup>st</sup> St. The complainant did not call police to report the behavior, and advised of the incident weeks after the event.

- Several residents stated that losing the Commercial Street access to the Post Office was inconvenient.
- At least one person complained about the street closure. In his opinion the public streets are “not a playground.”
- Some visitors were disappointed at the limited choices for meals. BBQ events primarily feature sampling and not full meals.
- An insufficient number of volunteers was recruited to assist with logistical tasks.

***Should we do this again?***

The Smokehouse Summit is a brand that can be used by the City for promotion of the downtown area and economic development in general. Sponsors would be more attracted to an established event. In this regard, a Fireball Whiskey representative has already expressed an interest in sponsorship. Allstate has already advised that they would like to repeat their sponsorship of the car show. KUPL has also expressed an interest in promoting the event next year.

Because the City has a leaner staff than the previous year, it would be desirable if a third party could assume oversight of the event. The City could provide limited support in a manner similar to its support of the Elephant Garlic Festival.

The location of the event should be evaluated. Ideally it should be located more closely to the retail and service businesses it benefits on Commercial between 314<sup>th</sup> and Main. Use of 314<sup>th</sup> or 313<sup>th</sup> might have less impact on residents and businesses.

Some suggestions were made that the event be moved to Jessie Mays Park as a larger electrical infrastructure exists on site, and the street closures would be less disruptive to the community. As a practical matter, the BBQ competition would fit on the grounds of the park. The park cannot host the car show. In the past the Elephant Garlic Festival car show was held on Commercial Street. It is unknown if the car show could be equally successful if detached from the BBQ area. At least one business owner expressed very strong interest in retaining the car show on Commercial Street.

**Fiscal Impact:** A detailed breakdown of expenses and revenues is included in Council’s packet. The \$3,395 attributed to Public Works for this event should result in a slightly lower allocated cost in Public Works for water or streets (i.e. time spent on the events cannot be attributed to parks, streets or water.)

If a second Smokehouse Summit is approved, a condition of approval should be that the \$1,200 loss is repaid to the City through 2015 sponsorships.

**Recommendation:** No recommendation as this item is for information only.

City of North Plains  
 Smokehouse Summit Event Review  
 as of July 14, 2014

		Actuals	Budget	Variance
<b>Revenue</b>				
05/22/2014	Vendor	BBQ Event Vendor Fee - PaPa Lees Ke	250	
06/05/2014	Vendor	BBQ Event Vendor Registration Jame	250	
06/09/2014	Vendor	BBQ Event Seven Bridges Brewing, In	250	
06/10/2014	Vendor	BBQ Event Vendor Vertigo Brewing L	250	
04/30/2014	Vendor	BBQ Vendor Reg - Micah Bell/Laurelw	250	
05/31/2014	Vendor	BBQ Vendor - Alex Kircher/Golden Va	250	
06/09/2014	Vendor	BBQ Event- sweet treats by George vt	150	
06/10/2014	Vendor	20% Sat and Sun Bull Run Cider	146	
05/31/2014	Vendor	BBQ Vendor - Dann King	100	
04/30/2014	Vendor	BBQ Vendor Reg - Tobias Eidem	75	
04/30/2014	Vendor	BBQ Vendor Reg - Jeffrey Fuller	50	
05/05/2014	Vendor	The Detailing Pros	50	
06/25/2014	Vendor	BBQ 20% Rev Sat/Sun	1,841	
06/13/2014	Vendor	BBQ Event Knight of Pythias Glencoe	837	
	ESTIMATE	Up in Smoke	250	
	ESTIMATE	James Gang addt'l	700	
	<b>Vendor</b>		5,699	5,755 (56)
05/07/2014	Sponsorship	Parr Lumber	500	
05/15/2014	Sponsorship	BBQ Event and Car Show Allstate	2,500	
06/05/2014	Sponsorship	BBQ Event Sponsor Greg Baurer Floo	500	
	ESTIMATE	Allstate - \$1k additional for car show	1,000	
	ESTIMATE	Oregon Canadian \$500 for BBQ troph	500	
	<b>Sponsorship</b>		5,000	4,500 500
06/25/2014	Parking Lot	BBQ/H2C Parking Lot Rev	1,787	
	<b>Parking Lot</b>		1,787	- 1,787
06/12/2014	Info Booth	t-shirt sale Miscellaneous	15	
06/13/2014	Info Booth	info booth sales- check #9024 knowle	282	
06/13/2014	Info Booth	bbq t-shirt knowles check # 9025 Mis	20	
06/25/2014	Info Booth	BBQ Info Both Sat and Sun Rev	797	
06/25/2014	Info Booth	Info Booth Sales	142	
	<b>Info Booth</b>		1,256	- 1,256
05/22/2014	Car Show	Sizer - Car Show Reg Miscellaneous	10	
05/29/2014	Car Show	BBQ Car Show Reg LEIGHTON MANGF	10	
05/29/2014	Car Show	BBQ Car Show Reg Morgan	10	
05/31/2014	Car Show	BBQ Vendor Car Show	30	
06/25/2014	Car Show	BBQ Car Show	1,145	
	<b>Car Show</b>		1,205	1,000 205
	<b>Grand Total</b>		<b>14,947</b>	<b>11,255 3,692</b>
<b>Expense</b>				
06/06/2014	Planning and materials	31360 - Petty Smokehouse Summit	493	
06/11/2014	Planning and materials	TPP101 - The I Stage for BBQ	413	
	ESTIMATE	generator	300	
	ESTIMATE	tshirt expense	624	
06/18/2014	Planning and materials	JSG050 - J & S Damage to car #385W	157	
06/04/2014	Planning and materials	LAN005 - CHR Smokehouse Summit-c	105	
	ESTIMATE	PNWBA s/b reclassified	100	

06/18/2014	Planning and materials	JSG050 - J & S6 passenger vehicle for	80		
04/02/2014	Planning and materials	KIN200 - Dylar Logo Development	79		
04/10/2014	Planning and materials	KIN200 - Dylar BBQ	76		
06/18/2014	Planning and materials	VIS004 - VISA, Esafety	46		
05/12/2014	Planning and materials	KNOWLES - JE REIMBURSEMENT - BB	21		
06/25/2014	Planning and materials	LAN005 - CHR BBQ logos per MD	17		
04/30/2014	Planning and materials	BBQ exp - CC fees	12		
05/31/2014	Planning and materials	BBQ Vendor exp - CC fees	11		
06/25/2014	Planning and materials	Square Fee	3		
05/31/2014	Planning and materials	BBQ Vendor Car Show exp - CC fees	2		
05/28/2014	Planning and materials	WHI101 - SIER REIMBURSEMENT Deli	1		
	<b>Planning and Materials</b>		2,538	2,207	(331)
05/22/2014	Alcohol sales (license, insur, classes)	NPE001 - NOF Alcohol host liquor liab	1,840		
05/09/2014	Alcohol sales (license, insur, classes)	OLC100 - OLC NPEA for BBQ	100		
05/12/2014	Alcohol sales (license, insur, classes)	OLC100 - OLC BBQ Event	23		
05/12/2014	Alcohol sales (license, insur, classes)	OLC100 - OLC BBQ Event	23		
05/28/2014	Alcohol sales (license, insur, classes)	31360 - Petty Classes - JKnowles, MD	50		
	<b>Alcohol sales (license, insur, classes)</b>		2,036	2,038	2
	ESTIMATE	portable toliets	1,538		
	ESTIMATE	garbarinos	342		
	<b>Portable toliets and Clean up</b>		1,880	1,700	(180)
06/04/2014	Entertainment	FLA101 - FLA SMOKEHOUSE SUMMI	500		
06/04/2014	Entertainment	REG101 - LIZ R SMOKEHOUSE SUMMI	450		
	ESTIMATE	AWL	400		
06/04/2014	Entertainment	APP101 - JASC SMOKEHOUSE SUMMI	200		
06/04/2014	Entertainment	LIN101 - TONY SMOKEHOUSE SUMMI	200		
06/04/2014	Entertainment	ALO101 - JOE SMOKEHOUSE SUMMI	100		
	<b>Entertainment</b>		1,850	1,330	(520)
	<b>Hood to Coast</b>		1,787	-	(1,787)
06/18/2014	Marketing	VIS004 - VISA, Banner	341		
06/18/2014	Marketing	VIS004 - VISA, Banner	337		
05/31/2014	Marketing	Beyond 50 products, Ad for BBQ Ever	105		
06/18/2014	Marketing	VIS004 - VISA, bANNER	88		
05/22/2014	Marketing	VIS004 - VISA, Smokehouse Summit il	32		
06/18/2014	Marketing	VIS004 - VISA, Facebook - BBQ	12		
	<b>Marketing</b>		916	1,000	84
06/11/2014	Car Show prizes	AWA029 - AV BBQ Dash Plaques, pla	832		
	<b>Car Show prizes</b>		832	836	4
	<b>Staff Time:</b>				
	<b>Planning</b>		928	2,000	1,072
	<b>Public Works</b>		3,395	-	(3,395)
	<b>Grand Total</b>		<b>16,160</b>	<b>11,111</b>	<b>(5,049)</b>

**Net Revenue** (1,214) 144 (1,358)

**Estimated In-kind Revenue and Expense** 36,260

**Additional fundraising by local organizations during event**

Senior Center - Auction, pancake breakfast, gift card from sponsor	5,600
Knights of Pythias - beer sales	1,200
Boy Scouts - soda sales	900
	<b>7,700</b>



## CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 21, 2014  
To: City Council  
From: City Manager Martha DeBry  
Subject: Adoption of Resolution No. 1847 Releasing Funds to the Hood to Coast Foot Patrol Relay Team

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**Request:** Council to authorize release of funds to the Hood to Coast Foot Patrol Relay Team.

**Background:** The 2014 Smokehouse Summit was held June 7 and 8.

The Hood to Coast Team staffed the parking concession both days which earned \$1,787. The Team opted to turn the money they raised into the City for safekeeping. Once the money was placed in the City's custody, the funds had to be administered like any other public funds, and the expenditure must be approved by Council. Resolution No. 1847 will release those funds back to the Hood to Coast Relay Team which is raising money for the Providence Cancer Center for cancer research.

**Fiscal Impact:** The Hood to Coast Team earned the \$1,787 dollars while operating the parking concession on June 7 and 8. The amount to be disbursed is equal to the revenue submitted to the City.

**Recommendation:** Council adopt Resolution No. 1847 releasing funds to the Hood to Coast Foot Patrol Relay Team.

**Sample Motion:** I move approve Resolution 1847.

**RESOLUTION NO. 1847**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH PLAINS,  
OREGON, AUTHORIZING THE RELEASE OF FUNDS TO THE HOOD TO COAST  
FOOT PATROL RELAY TEAM**

**WHEREAS**, the 2014 Smokehouse Summit BBQ competition helped to raise money for charitable organizations; and

**WHEREAS**, a relay team comprised of North Plains Police personnel and other law enforcement agencies has been formed to compete in the Hood to Coast Fundraiser; and

**WHEREAS**, the Hood to Coast-Foot Patrol team is raising money for Providence Cancer Center and cancer research; and

**WHEREAS**, the Foot Patrol Relay team and their supporters volunteered their services in during the Smokehouse Summit in assisting with parking for the event and took in \$1,787.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of North Plains, Oregon that the City will release funds in the amount of \$1,787 to the Hood to Coast relay team to be used for cancer research.

**INTRODUCED AND ADOPTED** this 21st day of July, 2014.

**CITY OF NORTH PLAINS, OREGON**

BY: \_\_\_\_\_  
David Hatcher, Mayor

ATTEST:

BY: \_\_\_\_\_  
Margaret L. Reh, City Recorder



# CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 10, 2014  
 To: City Council  
 From: City Manager Martha DeBry  
 Subject: Report on July 4th

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**Request:** Council hear report on the 2014 July 4<sup>th</sup> celebration.

**Background:** At the request of Mayor Hatcher a preliminary accounting of 4<sup>th</sup> of July expenses has been assembled. These numbers are still very rough as not all invoices or statements have been received by the City. A detailed breakdown of expenses is included in Council's packet.

The hard costs associated with the 4<sup>th</sup> are \$16,746. The revenues raised outside of the Council's \$10,000 allocation were \$5,920. This nets a loss of (\$826). When \$10,174 in staff costs are added to the expense the total cost of the event was \$26,920.

**Revenue**

Sponsorship	2,600		
Car Show	1,111		
Vendor	775		
Car Show Sponsor	675		
Info Booth	415		
Donation	344		
<b>Grand Total Revenue</b>	<b>5,920</b>	<b>11,500</b>	<b>(5,580)</b>

**Expense**

Fireworks	10,000	10,000	-
Entertainment	1,750	1,800	50
Portable Toilets	1,500		
Portable Toilets	1,500	1,500	-
Planning and Materials	1,064	2,403	1,339
Car show	881	901	20
Marketing	775	300	(475)
Kids Area	547	596	49
Donation	230	-	(230)
<b>Subtotal Materials Expense</b>	<b>16,746</b>	<b>17,500</b>	<b>754</b>

Staff Time:			
Planning	6,149	8,691	2,542
Week of and Event	2,449	-	(2,449)
Public Works	1,576	-	(1,576)
<b>Subtotal Personnel Expense</b>	<b>10,174</b>	<b>8,691</b>	<b>(1,483)</b>
<b>Grand Total Expense</b>	<b>26,920</b>	<b>26,191</b>	<b>(729)</b>
<b>Net Revenue</b>	<b>(20,999)</b>	<b>(14,691)</b>	<b>(6,308)</b>

It should be noted the table includes a \$230 donation of car show revenues to the Senior Center.

How does this compare to prior years? The table below reflects City expenses for the event. In 2012, Recology donated \$13,000. In 2013 the agreement with Recology required the allocation of \$12,000 in General Fund revenue derived from tipping fees be directed towards the event. This year Council approved the use of \$10,000 in General Fund revenue for the event.

Year	Revenue	Expenses	Staff cost	Total
2012	\$17,368	\$18,079	Not tracked	
2013	\$ 4,271	\$19,982	Not tracked	
2014	\$ 5,920	\$16,746	\$10,174	\$26,920

## Recap of Events

**Car show** – This year’s car show was the largest at 114 vehicles. Compared to 99 and 96 in the prior years. The trophy categories were changed this year to rely on popular voting and selection by trophy sponsors. Staging of the car show to the west of main street avoided the conflicts between the parade and car show termination. Comments were received that the distance between the car show and vendors was too great, and access to drinks on a hot day was poor.

**Parade** – A total of 35 floats participated in the parade together with numerous horses, cars and walking participants. Most people at the celebration watched the parade and the festival grounds were empty during the parade.

**Vendors** – A total of 26 vendors signed up in advance for the event. A few farmers’ market vendors also appeared on the day of the event. Generally comments about vendors were favorable. The availability of power remains an issue for placing vendors on the north side of the street.

**Music** - Two bands were hired: Mean Satisfaction played at the car show, and Blackbird played in the evening. A brief patriotic concert was held at 1 pm. In retrospect it would have been desirable to have an additional band after the parade and prior to the headline entertainment.

**Alcohol Service** – A smaller beer garden was permitted to the Knights of Pythias this year. Most food vendors were within the alcohol area. In addition to staffing check

points, there should have been three alcohol monitors present at all times which is a condition of OLCC sanctioned events with an average daily attendance exceeding 2,000 people. The City only staffed the check points. Attendance in the alcohol area remained strong into the evening, largely due to the Senior Center Steak Feed and Rogue food service.

**T-shirt sales** – The City purchased 100 shirts and sales were very poor. Most inventory was not sold. T-shirt sales should not be a part of the event next year to save expenses. Staff will attempt to recover revenue through the year, but this is the second year in row that t-shirts have been a drain on the budget.

**Kids activities** – The kids area was substantially expanded this year. We had good participation in the various races held through the day. In some respects the area was almost too big. Some participants appreciated that the area was detached from the car show.

**Volunteers** – The City had almost 100 volunteers assist with the day's events. In keeping with the colonial theme, there were numerous stations displaying aspects of life in early America. Many staff members volunteered hours at this year's event.

**Pie Eating** – The event was a success again. 30 pies were served. Next year the area should be roped off or on a stage area.

**Horse shoes** – Because of space and volunteer constraints no formal competition was held.

**Senior Center** – The Senior Center hosted a successful pancake breakfast and steak feed, earning in excess of \$1,000 on the day. Over 200 steaks were distributed at this year's event.

**Fireworks** – Western Display provided an excellent 20 minute show.

**Fundraising** – Soliciting donations for the 4<sup>th</sup> of July has been difficult. Strong efforts were made to attract resources outside of the community, but the local nature of the event really minimized the contributions. Charging for parking is one of the fund sources that City has not managed well. Without cost the parking concession has been granted to the North Plains Events Association this year and last year. The NPEA uses this as one of their primary fundraisers.

**Miscellaneous** - Recycling containers were not used well.

The City was able to borrow about a dozen tents from other public agencies and the farmers market.

The Chamber of Commerce participated in this year's event.

**Fiscal Impact:** A detailed breakdown of expenses and revenues is included in Council's packet.

City of North Plains  
 Fourth of July Event Review  
 as of July 14, 2014

**Revenue**

03/17/2014 Sponsorship	4th of July Don/Spon- 4th donation Knight of Pythias Glencoe L	250		
03/18/2014 Sponsorship	4th of July Donation FRIENDS OF N.PLAINS LIBRARY	250		
05/12/2014 Sponsorship	4th of July Don/Spon Abbey Creek Vineyard	100		
05/29/2014 Sponsorship	4th of July Don/Spon PAINE TRACT LLC	1,000		
06/19/2014 Sponsorship	4th of July Don/Spon VALLEY MACHINE SERVICE	500		
06/23/2014 Sponsorship	4th of July Don/Spon - Branded Brass Concert OREGON-CANAC	500		
Sponsorship		2,600		
05/29/2014 Car Show	4th of July Car Show Reg LEIGHTON MANGELS	10		
07/03/2014 Car Show	car show registrations x3 robert case ck number 1264 Miscellari	30		
Car Show	car show registration june paypal	30		
Car Show	car show registration july paypal	40		
07/07/2014 Car Show	car show SIZER, JAY & KELLY	10		
07/07/2014 Car Show	car show rev Miscellaneous	981		
Car Show	cash rec'd from Pat, 7/14/14	10		
Car Show		1,111		
04/11/2014 Vendor	Midnite Oils booth fee	25		
05/22/2014 Vendor	4th of July Vendor Black Tigar Embroidery	25		
03/31/2014 Vendor	Scott Smith PayPal Payment for 4th of July Vendor	50		
04/30/2014 Vendor	4th of July Vendor Paypal	50		
05/31/2014 Vendor	4th of July Vendor paypal	50		
07/07/2014 Vendor	vendor registration Miscellaneous	100		
Vendor	June paypal	250		
Vendor	July paypal	125		
Vendor	checks to be rec'd?	100		
Vendor		775		
07/08/2014 Car Show Sponsor	Loch Lolly	75		
07/08/2014 Car Show Sponsor	Reliable Transmission	75		
07/08/2014 Car Show Sponsor	Westside Cruisers	75		
07/08/2014 Car Show Sponsor	Halstead Building	75		
07/08/2014 Car Show Sponsor	Residential Realty	75		
07/08/2014 Car Show Sponsor	Allied Products	75		
	Award Specialities	75		
	Padfield Carpets	75		
Car Show Sponsor	one more?	75		
Car Show Sponsor		675		
07/08/2014 Info Booth	info booth revenue Miscellaneous	415		
Info Booth		415		
06/06/2014 Donation	Ice cream social donations Miscellaneous	27		
06/16/2014 Donation	Reclass raffle monies to 4th of July	300		
07/07/2014 Donation	donation Miscellaneous	8		
07/07/2014 Donation	donation SIZER, JAY & KELLY	10		
Donation		344		
<b>Grand Total Revenue</b>		<b>5,920</b>	<b>11,500</b>	<b>(5,580)</b>

**Expense**

05/22/2014 Fireworks	Fireworks Show deposit	WES025 - WESTERN DISPLAY FI	2,500		
07/09/2014 Fireworks	Fireworks	WES025 - WESTERN DISPLAY FI	7,500		
Fireworks			10,000	10,000	-
07/09/2014 Entertainment	Band for the 4th of July Event	BLACK - Steve Reding	1,300		
Entertainment	Mitch Ward PA System		50		
Entertainment	Band, Mean Satisfaction		400		
Entertainment			1,750	1,800	50
Portable Toiliets			1,500		
Portable Toiliets			1,500	1,500	-
04/30/2014 Planning and Materials		4th of july ex	2		
05/31/2014 Planning and Materials		4th of July Vendor Ex	2		

	Planning and Materials	Vendor registration - hemco		60		
	Planning and Materials	tshirts	Max WW	1,000		
	Planning and Materials			1,064	2,403	1,339
05/28/2014	Car show	100 - 3x3 Magnetic Plaques	RAL101 - RALLYE PRODUCTION	202		
	Car show	jacket	Max WW	300		
	Car show	expenses from Pat		32		
	Car show	Award specialities		347		
	Car show			881	901	20
03/05/2014	Marketing	4th of July -EIG iPage	VIS004 - VISA/ CARDMEMBER	36		
6/25/2014	Marketing	4th of July meetings and tshirt	LAN005 - CHRISTINE LANTZ	165		
6/25/2014	Marketing	4th of July meetings and Family	LAN005 - CHRISTINE LANTZ	161		
01/22/2014	Marketing	4th of JULY Graphic Design Ser	LAN005 - CHRISTINE LANTZ	289		
05/28/2014	Marketing	REIMBURSERMENT Delivery of	WHI101 - SIERRA WHITE	1		
		Donation boxes		66		
		post cards	Chris lantz	57		
	Marketing			775	300	(475)
03/05/2014	Kids Area	Fourth of July 2014/15	VIS004 - VISA/ CARDMEMBER	16		
06/30/2014	Kids Area	Oriental Trading-4th of July	VIS004 - VISA/ CARDMEMBER	230		
06/30/2014	Kids Area	Dollar Tree - 4th of july materia	VIS004 - VISA/ CARDMEMBER	10		
	Kids Area	Amazon orders		280		
	Kids Area	Home depot - jump rope		10		
	Kids Area			547	596	49
	Donation			230	-	(230)
	<b>Subtotal Materials Expense</b>			<b>16,746</b>	<b>17,500</b>	<b>754</b>
	Staff Time:					
	Planning			6,149	8,691	2,542
	Week of and Event			2,449	-	(2,449)
	Public Works (budgeted in PW)			1,576	-	(1,576)
	<b>Subtotal Personnel Expense</b>			<b>10,174</b>	<b>8,691</b>	<b>(1,483)</b>
	<b>Grand Total Expense</b>			<b>26,920</b>	<b>26,191</b>	<b>(729)</b>
	<b>Net Revenue</b>			<b>(20,999)</b>	<b>(14,691)</b>	<b>(6,308)</b>



## CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 16, 2014  
To: City Council  
From: City Manager Martha DeBry  
Subject: Car show during Elephant Garlic Festival

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**Request:** Council consider a street closure of Commercial Street on Saturday, August 9, 2014 between 11 am and 2:30 pm for an informal car show.

**Background:** Last week the Knights of Pythias discussed supporting an informal car show organized by Mark Stadelman founder of the Midnight Mechanics. The City has only received very preliminary information about the request. Patti Burns the organizer of the Elephant Garlic Festival is supportive of the project, and will assist with promotion if it is approved.

The basic information the City has is:

- The show will be conducted at 11 am after the parade.
- There will be no judging of the vehicles.
- There will be no entry fees.

Staff has requested more detailed information from Mr. Stadelman. At the time this report was written no additional information has been received.

It should be noted Commercial Street is traditionally closed for the Garlic Festival parade by 9 am, and the street reopens after the parade.

**Fiscal Impact:** This item has no fiscal impact.

**Recommendation:** Council consider the request of Mr. Stadelman to conduct a car show on Saturday, August 9, 2014.

# Accounts Payable

## Transactions by Account

User: mre  
 Printed: 07/16/2014 - 4:15PM  
 Batch: 00000.00.0000

### June 2014 Check Register

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
110-000-000001	Petty Cash	Cash Bank for Smokehouse Summit	06/04/2014	22128	450.00	
110-000-000001	Petty Cash	4th of July Car Show	06/18/2014	22162	150.00	
110-000-000001	Petty Cash	4th of July Info Booth	06/18/2014	22162	150.00	
		Vendor Subtotal for Section 2:000			<u>750.00</u>	
110-000-100100	DeBRY, MARTHA	Square Deposit, Martha	06/12/2014	22173	80.47	
		Vendor Subtotal for Section 2:000			<u>80.47</u>	
110-000-100200	TYCO INTEGRATED SECURITY	7/1/14 - 9/30/14	06/18/2014	22166	208.59	
		Vendor Subtotal for Section 2:000			<u>208.59</u>	
110-000-100200	OREGONIAN	24 Weeks	06/18/2014	22160	120.00	
		Vendor Subtotal for Section 2:000			<u>120.00</u>	
110-000-100200	ORIENTAL TRADING COMPANY	4th of JULY	06/25/2014	22189	230.47	
		Vendor Subtotal for Section 2:000			<u>230.47</u>	
110-000-100200	VISA/ CARDMEMBER SERVICE	Facebook - Garlic Fest	06/18/2014	22168	25.00	
		Vendor Subtotal for Section 2:000			<u>25.00</u>	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
110-000-200000	ANN CLEMENCE	JMCH REFUND - Security Deposit 6	06/09/2014	22138	800.00	
		Vendor Subtotal for Section 2:000			800.00	
110-000-200000	CREEKWOOD HOMES	REFUND bond for 31118 NW Cottage	06/12/2014	22172	250.00	
110-000-200000	CREEKWOOD HOMES	REFUND bond for 31110 NW Cottage	06/12/2014	22172	250.00	
110-000-200000	CREEKWOOD HOMES	REFUND bond for 31121 NW Claxtar	06/12/2014	22172	250.00	
		Vendor Subtotal for Section 2:000			750.00	
110-000-200000	DOUBLE DOG DARE U EVENTS	REFUNDABLE DEPOSIT - JMCH 5	06/04/2014	22109	800.00	
		Vendor Subtotal for Section 2:000			800.00	
110-000-200000	Juan Ramirez	JMCH Refund of Deposit	06/18/2014	22163	50.00	
		Vendor Subtotal for Section 2:000			50.00	
110-000-200000	CHARLES SLIGER	Refund of Security Deposit for event t	06/25/2014	22193	300.00	
		Vendor Subtotal for Section 2:000			300.00	
110-000-200001	ASI Flex - Auto Pay	Py Date 6/20/14	06/18/2014	0	211.25	
110-000-200001	ASI Flex - Auto Pay	Pay Date 6/6/14	06/12/2014	0	211.25	
		Vendor Subtotal for Section 2:000			422.50	
110-000-200003	ING - State of OR Plan	Paydate 6/6/14	06/11/2014	0	276.92	
110-000-200003	ING - State of OR Plan	Pay date 6/20/2014	06/18/2014	0	276.92	
		Vendor Subtotal for Section 2:000			553.84	
110-411-300114	Petty Cash	Smokehouse Summit	06/06/2014	22137	492.69	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Section 2:411			492.69	
110-411-300114	JOE ALOIA	SMOKEHOUSE SUMMIT	06/04/2014	22105	100.00	
		Vendor Subtotal for Section 2:411			100.00	
110-411-300114	JASON APPLGATE	SMOKEHOUSE SUMMIT	06/04/2014	22106	200.00	
		Vendor Subtotal for Section 2:411			200.00	
110-411-300114	AWARD SPECIALITIES	BBQ Dash Plaques, plates, etc	06/11/2014	22171	832.00	
		Vendor Subtotal for Section 2:411			832.00	
110-411-300114	FLAMEBUOYANT PRODUCTION	SMOKEHOUSE SUMMIT	06/04/2014	22114	500.00	
		Vendor Subtotal for Section 2:411			500.00	
110-411-300114	J & S GOLF CAR RENTALS, LLC	6 passenger vehicle for 2 days	06/18/2014	22157	80.00	
110-411-300114	J & S GOLF CAR RENTALS, LLC	Damage to car #385W	06/18/2014	22157	157.16	
		Vendor Subtotal for Section 2:411			237.16	
110-411-300114	CHRISTINE LANTZ	Smokehouse Summit-convert sponsor	06/04/2014	22117	105.00	
110-411-300114	CHRISTINE LANTZ	BBQ logos per MD	06/25/2014	22184	17.00	
		Vendor Subtotal for Section 2:411			122.00	
110-411-300114	TONY LINTZ	SMOKEHOUSE SUMMIT	06/04/2014	22119	200.00	
		Vendor Subtotal for Section 2:411			200.00	
110-411-300114	LIZ REGER	SMOKEHOUSE SUMMIT	06/04/2014	22130	450.00	
		Vendor Subtotal for Section 2:411			450.00	
110-411-300114	VISA/ CARDMEMBER SERVICE	bANNER	06/18/2014	22168	87.75	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
110-411-300114	VISA/ CARDMEMBER SERVICE	Esafety	06/18/2014	22168	45.74	
110-411-300114	VISA/ CARDMEMBER SERVICE	Facebook - BBQ	06/18/2014	22168	12.36	
110-411-300114	VISA/ CARDMEMBER SERVICE	Banner	06/18/2014	22168	341.25	
110-411-300114	VISA/ CARDMEMBER SERVICE	Banner	06/18/2014	22168	337.25	
		Vendor Subtotal for Section 2:411			824.35	
110-421-300000	HILLSBORO TOWING	Speight: 7@ \$152.50	06/18/2014	22155	1,067.50	
		Vendor Subtotal for Section 2:421			1,067.50	
110-421-300000	VISA/ CARDMEMBER SERVICE	Merc-Oregon Convention	06/09/2014	22150	6.00	
		Vendor Subtotal for Section 2:421			6.00	
110-421-330000	LEXIPOL, LLC	LE Policcy Update KMS	06/09/2014	22175	1,950.00	
		Vendor Subtotal for Section 2:421			1,950.00	
110-421-330000	PARSHLEY COMPUTER CONSUL	Mtg w/Scott Morris from Hlsb IT	06/02/2014	22127	80.00	
		Vendor Subtotal for Section 2:421			80.00	
110-421-330000	SAN DIEGO POLICE EQUIPMEN	Ammo	06/18/2014	22164	1,156.75	
		Vendor Subtotal for Section 2:421			1,156.75	
110-421-330000	T-MOBILE	4/21/14 -5/20/14	06/09/2014	22147	102.73	
		Vendor Subtotal for Section 2:421			102.73	
110-421-330000	USA MOBILITY	5/31/14 - 8/31/14	06/09/2014	22149	25.93	
		Vendor Subtotal for Section 2:421			25.93	
110-421-330000	VERIZON WIRELESS	5/7/14 - 6/6/14	06/18/2014	22167	367.00	
110-421-330000	VERIZON WIRELESS	5/8/14 - 6/7/14	06/18/2014	22167	113.53	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Section 2:421			480.53	
110-421-330912	WCCCA	1st qtr fy14/15 dispatch fee	06/09/2014	22180	3,105.00	
		Vendor Subtotal for Section 2:421			3,105.00	
110-421-340000	Petty Cash	Car wash	06/06/2014	22137	7.00	
		Vendor Subtotal for Section 2:421			7.00	
110-421-350000	PEACE OFFICERS RESEARCH AS	Legal Defense Fund - 3 mos effective	06/18/2014	22161	96.00	
		Vendor Subtotal for Section 2:421			96.00	
110-421-610000	LEEDWAY, LLC	Body Armor - NFontana	05/22/2014	22118	679.95	
110-421-610000	LEEDWAY, LLC	Body Armor - DBuckley	06/18/2014	22158	679.95	
		Vendor Subtotal for Section 2:421			1,359.90	
110-421-610224	CHEVRON	PD 5/6/14 - 6/5/14	06/09/2014	0	1,049.56	
		Vendor Subtotal for Section 2:421			1,049.56	
110-452-310000	COMCAST	06/06/14 - 07/08/14	06/06/2014	0	46.15	
		Vendor Subtotal for Section 2:452			46.15	
110-452-310000	NW NATURAL GAS CO.	4/29/14 - 5/29/14	06/02/2014	0	68.75	
		Vendor Subtotal for Section 2:452			68.75	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
110-452-310000	PORTLAND GENERAL ELECTRIC	04/30/14 - 5/30/14	06/04/2014	0	15.82	
110-452-310000	PORTLAND GENERAL ELECTRIC	04/30/14 - 5/30/14	06/04/2014	0	15.17	
		Vendor Subtotal for Section 2:452			30.99	
110-452-340000	HILLSBORO ELECTRIC, LLC	Repair to electrical outlets for Garlic Fc	06/02/2014	22115	3,099.00	
		Vendor Subtotal for Section 2:452			3,099.00	
110-452-340000	RON-JONS UNLIMITED, INC.	2 Weekly Service Standard Toilet	06/04/2014	22146	166.00	
		Vendor Subtotal for Section 2:452			166.00	
110-452-340000	VISA/ CARDMEMBER SERVICE	Lowes	06/09/2014	22150	76.32	
		Vendor Subtotal for Section 2:452			76.32	
110-455-310000	COMCAST	6/3/14 - 7/2/14	06/09/2014	0	87.57	
		Vendor Subtotal for Section 2:455			87.57	
110-455-310000	NW NATURAL GAS CO.	4/29/14 - 5/29/14	06/02/2014	0	83.30	
		Vendor Subtotal for Section 2:455			83.30	
110-455-310000	PORTLAND GENERAL ELECTRIC	04/29/14 - 5/29/14	06/04/2014	0	404.43	
		Vendor Subtotal for Section 2:455			404.43	
110-455-330000	GLEAMING THE VIEW	Standard Window Cleaning	06/18/2014	22154	250.00	
		Vendor Subtotal for Section 2:455			250.00	
110-455-330000	SERVICE AMERICA COMMERCL	JUNE Janitorial Service - Library	06/04/2014	22177	175.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
					175.00	
						Vendor Subtotal for Section 2:455
110-455-340000	PACIFIC OFFICE AUTOMATION	6/1/14 - 6/30/14	06/25/2014	22190	212.00	
					212.00	
						Vendor Subtotal for Section 2:455
110-455-340000	R & S JANITORIAL	Carpets cleaned	06/25/2014	22191	243.00	
110-455-340000	R & S JANITORIAL	Chairs cleaned	06/25/2014	22191	72.00	
					315.00	
						Vendor Subtotal for Section 2:455
110-455-340000	VISA/ CARDMEMBER SERVICE	Lowes	06/09/2014	22150	16.44	
					16.44	
						Vendor Subtotal for Section 2:455
110-455-610000	RICK HUDDLE	Performance @ School for Summer R	06/02/2014	22102	250.00	
					250.00	
						Vendor Subtotal for Section 2:455
110-455-610000	VISA/ CARDMEMBER SERVICE	Fannie May	06/09/2014	22150	175.98	
110-455-610000	VISA/ CARDMEMBER SERVICE	PO	06/09/2014	22150	26.52	
110-455-610000	VISA/ CARDMEMBER SERVICE	Amazon	06/09/2014	22150	6.99	
110-455-610000	VISA/ CARDMEMBER SERVICE	Amazon	06/09/2014	22150	18.95	
110-455-610000	VISA/ CARDMEMBER SERVICE	Rogue - Gift Card	06/09/2014	22150	20.00	
110-455-610000	VISA/ CARDMEMBER SERVICE	Target	06/09/2014	22150	14.00	
110-455-610000	VISA/ CARDMEMBER SERVICE	Highsmith	06/09/2014	22150	55.25	
110-455-610000	VISA/ CARDMEMBER SERVICE	Highsmith	06/09/2014	22150	279.28	
					596.97	
						Vendor Subtotal for Section 2:455
110-455-640000	INGRAM LIBRARY SERVICES	Library Materials	05/28/2014	22116	301.19	
110-455-640000	INGRAM LIBRARY SERVICES	Library Materials	05/28/2014	22116	51.97	
110-455-640000	INGRAM LIBRARY SERVICES	Library Materials	06/09/2014	22143	80.16	
110-455-640000	INGRAM LIBRARY SERVICES	Supplies	06/18/2014	22156	34.78	
110-455-640000	INGRAM LIBRARY SERVICES	Supplies	06/18/2014	22156	373.05	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
					841.15	
		Vendor Subtotal for Section 2:455			841.15	
110-455-640000	VISA/ CARDMEMBER SERVICE	Amazon	06/09/2014	22150	82.68	
110-455-640000	VISA/ CARDMEMBER SERVICE	Amazon	06/09/2014	22150	20.39	
110-455-640000	VISA/ CARDMEMBER SERVICE	Amazon	06/09/2014	22150	10.26	
					113.33	
		Vendor Subtotal for Section 2:455			113.33	
110-465-330000	COMMUNITY NEWSPAPER/POR	SD/VAR 07-0002	06/02/2014	22108	126.00	
					126.00	
		Vendor Subtotal for Section 2:465			126.00	
110-465-330000	REAL ESTATE SERVICES GROUP	Appraisal of McKay Creek Parcel, sou	06/11/2014	22145	3,800.00	
					3,800.00	
		Vendor Subtotal for Section 2:465			3,800.00	
					30,294.37	
		Subtotal for Section 1: 110			30,294.37	
111-433-640000	PORTLAND GENERAL ELECTRIC	5/8/14 - 6/9/14	06/12/2014	0	1,805.96	
111-433-640000	PORTLAND GENERAL ELECTRIC	04/30/14 - 5/29/14	06/04/2014	0	15.17	
111-433-640000	PORTLAND GENERAL ELECTRIC	04/30/14 - 5/30/14	06/04/2014	0	15.17	
111-433-640000	PORTLAND GENERAL ELECTRIC	04/30/14 - 5/29/14	06/04/2014	0	20.86	
					1,857.16	
		Vendor Subtotal for Section 2:433			1,857.16	
					1,857.16	
		Subtotal for Section 1: 111			1,857.16	
113-463-330000	COMMUNITY NEWSPAPER/POR	URA Budget Hearing	06/02/2014	22108	108.00	
					108.00	
		Vendor Subtotal for Section 2:463			108.00	
					108.00	
		Subtotal for Section 1: 113			108.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
210-000-200200	DOUG & CRYSTAL NUNNENKAM	Refund Check	Uncommitted	22124	75.00	
		Vendor Subtotal for Section 2:000			75.00	
210-000-200200	STEVEN PRINCE HOMES INC	Refund Check	Uncommitted	22131	24.59	
		Vendor Subtotal for Section 2:000			24.59	
210-000-200200	STEVEN PRINCE HOMES INC	Refund Check	Uncommitted	22132	40.01	
		Vendor Subtotal for Section 2:000			40.01	
210-000-200200	JASON & BETTY WARDEN*	Refund Check	Uncommitted	22136	12.50	
		Vendor Subtotal for Section 2:000			12.50	
210-000-200200	DR HORTON	Refund Check	Uncommitted	22110	30.28	
		Vendor Subtotal for Section 2:000			30.28	
210-000-200200	DR HORTON	Refund Check	Uncommitted	22111	25.01	
		Vendor Subtotal for Section 2:000			25.01	
210-000-200200	DR HORTON	Refund Check	Uncommitted	22112	63.61	
		Vendor Subtotal for Section 2:000			63.61	
210-000-200200	DR HORTON	Refund Check	Uncommitted	22174	13.34	
		Vendor Subtotal for Section 2:000			13.34	
210-000-200200	DAN PIKE	Refund Check	Uncommitted	22176	24.82	
		Vendor Subtotal for Section 2:000			24.82	
210-000-200200	ANGELA TAYLOR	Refund Check	Uncommitted	22195	230.24	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
					230.24	
		Vendor Subtotal for Section 2:000			230.24	
210-000-200200	KATIE AND BRAD REDING	Refund Check	Uncommitted	22192	53.18	
					53.18	
		Vendor Subtotal for Section 2:000			53.18	
210-000-200200	CANDACE SWAYZE	Refund Check	Uncommitted	22194	61.67	
					61.67	
		Vendor Subtotal for Section 2:000			61.67	
210-433-310000	NW NATURAL GAS CO.	4/29/14 - 5/29/14	06/02/2014	0	2.45	
					2.45	
		Vendor Subtotal for Section 2:433			2.45	
210-433-310000	PORTLAND GENERAL ELECTRIC	04/30/14 - 5/29/14	06/04/2014	0	51.29	
210-433-310000	PORTLAND GENERAL ELECTRIC	04/30/14 - 5/30/14	06/04/2014	0	625.78	
					677.07	
		Vendor Subtotal for Section 2:433			677.07	
210-433-330000	ALEXIN ANALYTICAL LABORATORY	2 Routine Water Samples	06/02/2014	22104	58.00	
210-433-330000	ALEXIN ANALYTICAL LABORATORY	2 Routine Water Samples	06/02/2014	22104	58.00	
					116.00	
		Vendor Subtotal for Section 2:433			116.00	
210-433-330000	METEREADERS, LLC	Water Meter Read in MAY	06/02/2014	22120	716.01	
210-433-330000	METEREADERS, LLC	First Time Meter Reading Set Up Fee	06/02/2014	22120	617.25	
210-433-330000	METEREADERS, LLC	Water Meter Read in JUNE	06/25/2014	22186	719.49	
					2,052.75	
		Vendor Subtotal for Section 2:433			2,052.75	
210-433-610000	VISA/ CARDMEMBER SERVICE	Batteries Plus #2	06/09/2014	22150	34.48	
210-433-610000	VISA/ CARDMEMBER SERVICE	Hach Co	06/09/2014	22150	29.65	
					64.13	
		Vendor Subtotal for Section 2:433			64.13	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
210-433-610600	CITY OF HILLSBORO - Utility Bill	Wholesale JWC Usage - 4/30/14 - 5/31	06/02/2014	0	8,221.32	
		Vendor Subtotal for Section 2:433			8,221.32	
		Subtotal for Section 1: 210			11,787.97	
610-000-100200	TYCO INTEGRATED SECURITY	7/1/14 - 7/30/14	06/18/2014	22166	213.36	
		Vendor Subtotal for Section 2:000			213.36	
610-000-100200	AFLAC	JULY premiums	06/18/2014	22151	243.09	
		Vendor Subtotal for Section 2:000			243.09	
610-000-100200	CHRISTINE LANTZ	4th of July meetings and -tshirt artwor	06/25/2014	22184	165.00	
610-000-100200	CHRISTINE LANTZ	4th of July meetings and Family Flyer	06/25/2014	22184	161.25	
		Vendor Subtotal for Section 2:000			326.25	
610-000-100200	LOCAL GOV'T PERSONNEL INST	LGPI Membership Fiscal Year 2014-2015	06/25/2014	22185	586.00	
		Vendor Subtotal for Section 2:000			586.00	
610-000-100200	NP CHAMBER OF COMMERCE	Annual Chamber Dues for 2014-2015	06/25/2014	22188	100.00	
		Vendor Subtotal for Section 2:000			100.00	
610-000-100200	PORTLAND STATE UNIVERSITY	Annual Dues for FY 2014-2015	06/02/2014	22129	40.00	
		Vendor Subtotal for Section 2:000			40.00	
610-000-200002	AFLAC	JUNE premiums	06/02/2014	22103	243.09	
		Vendor Subtotal for Section 2:000			243.09	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
610-000-200004	PERS Deposit	Contributions 5/6/14 - 5/20/14	06/12/2014	0	8,863.81	
610-000-200004	PERS Deposit	SS 5/6/14 - 5/20/14	06/12/2014	0	15.00	
610-000-200004	PERS Deposit	UAL & Side Accts 5/6/14 - 5/20/14	06/12/2014	0	1,252.90	
610-000-200004	PERS Deposit	Contributions 5/21/14 - 6/5/14	06/12/2014	0	116.61	
610-000-200004	PERS Deposit	Contributions 5/21/14 - 6/5/14	06/12/2014	0	8,794.51	
610-000-200004	PERS Deposit	Contributions 5/21/14 - 6/5/14	06/12/2014	0	117.55	
610-000-200004	PERS Deposit	5/21/14 - 6/5/14	06/12/2014	0	1,275.36	
Vendor Subtotal for Section 2:000					20,435.74	
610-411-300100	ADVENTURES WITHOUT LIMITS	4 Biking Demos	06/11/2014	22140	260.00	
Vendor Subtotal for Section 2:411					260.00	
610-411-300100	CHRISTINE LANTZ	Fourth of July - Car Show Dash Plaques	06/04/2014	22117	7.50	
Vendor Subtotal for Section 2:411					7.50	
610-412-330000	BEERY, ELSNER & HAMMOND, I	Speight	06/25/2014	22182	136.88	
610-412-330000	BEERY, ELSNER & HAMMOND, I	Franchise	06/25/2014	22182	280.00	
610-412-330000	BEERY, ELSNER & HAMMOND, I	Flood Plain issue	06/25/2014	22182	20.00	
610-412-330000	BEERY, ELSNER & HAMMOND, I	Westlaw Research (April)	06/25/2014	22182	22.10	
610-412-330000	BEERY, ELSNER & HAMMOND, I	ROW	06/25/2014	22182	80.00	
610-412-330000	BEERY, ELSNER & HAMMOND, I	Review final land use approval for Mc	06/25/2014	22182	210.00	
Vendor Subtotal for Section 2:412					748.98	
610-414-330000	BEVERLY GAIL WAIBEL	Contract Services JUNE	06/11/2014	22179	281.25	
Vendor Subtotal for Section 2:414					281.25	
610-415-330000	ADP, INC.	Processing Chrg for Pd ending 6/1/14	06/12/2014	0	179.35	
610-415-330000	ADP, INC.	Processing Charge for Period Endning	06/25/2014	0	209.90	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
Vendor Subtotal for Section 2:415					389.25	
610-416-330000	MURRAY, SMITH & ASSOCIATES	Sunset Terrace SD 06--0009	06/02/2014	22122	29.00	
610-416-330000	MURRAY, SMITH & ASSOCIATES	Sunset Ridge - SD 07-0016	06/02/2014	22122	2,158.72	
610-416-330000	MURRAY, SMITH & ASSOCIATES	McKay Fields SD-VAR-07-0006	06/25/2014	22187	132.00	
610-416-330000	MURRAY, SMITH & ASSOCIATES	31790 NW North Avenue SD	06/25/2014	22187	1,107.26	
610-416-330000	MURRAY, SMITH & ASSOCIATES	31827 NW Pacific Street SD	06/25/2014	22187	1,083.82	
Vendor Subtotal for Section 2:416					4,510.80	
610-419-310000	NW NATURAL GAS CO.	4/29/14 - 5/29/14	06/02/2014	0	11.85	
610-419-310000	NW NATURAL GAS CO.	4/29/14 - 5/29/14	06/02/2014	0	17.87	
Vendor Subtotal for Section 2:419					29.72	
610-419-310000	PORTLAND GENERAL ELECTRIC	04/30/14 - 5/29/14	06/04/2014	0	356.05	
610-419-310000	PORTLAND GENERAL ELECTRIC	04/30/14 - 5/30/14	06/04/2014	0	35.62	
Vendor Subtotal for Section 2:419					391.67	
610-419-310000	XO COMMUNICATIONS	2 months; mid May through mid July	06/25/2014	22196	1,173.50	
Vendor Subtotal for Section 2:419					1,173.50	
610-419-330000	TYCO INTEGRATED SECURITY	6/1/14 - 6/30/14	06/02/2014	22135	213.36	
Vendor Subtotal for Section 2:419					213.36	
610-419-330000	CITY of HILLSBORO - IT	TECH SUPPORT DECEMBER 2013	06/02/2014	22107	7,000.00	
Vendor Subtotal for Section 2:419					7,000.00	
610-419-330000	COMMUNITY NEWSPAPER/POR	Budget Hearing	06/02/2014	22108	135.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
					135.00	
		Vendor Subtotal for Section 2:419			135.00	
610-419-330000	GLEAMING THE VIEW	Standard Window Cleaning	06/18/2014	22154	130.00	
					130.00	
		Vendor Subtotal for Section 2:419			130.00	
610-419-330000	MOONLIGHT BPO	June Statement Processing	06/04/2014	22121	126.79	
610-419-330000	MOONLIGHT BPO	June Postage	06/04/2014	22121	326.76	
610-419-330000	MOONLIGHT BPO	JUNE - Newsletter	06/02/2014	22121	615.00	
					1,068.55	
		Vendor Subtotal for Section 2:419			1,068.55	
610-419-330000	SERVICE AMERICA COMMERCIAL	JUNE Janitorial Service - City Hall	06/04/2014	22177	195.00	
					195.00	
		Vendor Subtotal for Section 2:419			195.00	
610-419-330000	SPRINGBROOK SOFTWARE, INC	Meter Reading Annual Maintenance	06/18/2014	22165	8,083.97	
					8,083.97	
		Vendor Subtotal for Section 2:419			8,083.97	
610-419-330000	VISA/ CARDMEMBER SERVICE	EIG iPage	06/18/2014	22168	10.99	
610-419-330000	VISA/ CARDMEMBER SERVICE	Chevron	06/18/2014	22168	20.93	
610-419-330000	VISA/ CARDMEMBER SERVICE	Late Fee	06/18/2014	22168	39.00	
610-419-330000	VISA/ CARDMEMBER SERVICE	Interest	06/18/2014	22168	11.15	
610-419-330000	VISA/ CARDMEMBER SERVICE	Survey Monkey	06/18/2014	22168	204.00	
					286.07	
		Vendor Subtotal for Section 2:419			286.07	
610-419-340000	PACIFIC OFFICE AUTOMATION	Quarterly Overage Invoice for Pd 2/21	06/11/2014	22144	594.78	
610-419-340000	PACIFIC OFFICE AUTOMATION	6/15/14 - 7/14/14	06/25/2014	22190	770.00	
					1,364.78	
		Vendor Subtotal for Section 2:419			1,364.78	
610-419-340000	R & S JANITORIAL	Chair cleaned	06/25/2014	22191	3.00	
610-419-340000	R & S JANITORIAL	Carpets cleaned	06/25/2014	22191	223.00	
					226.00	
		Vendor Subtotal for Section 2:419			226.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
610-419-340000	TEMP CONTROL MECHANICAL	Work Order #74887PM - Net Material	05/22/2014	22134	30.00	
610-419-340000	TEMP CONTROL MECHANICAL	6/1/14 - 6/30/14	06/04/2014	22178	309.00	
		Vendor Subtotal for Section 2:419			339.00	
610-419-350000	VISA/ CARDMEMBER SERVICE	Notary	06/09/2014	22150	18.40	
		Vendor Subtotal for Section 2:419			18.40	
610-419-610000	AMERICAN EXPRESS		06/02/2014	22169	31.76	
		Vendor Subtotal for Section 2:419			31.76	
610-419-610000	AWARD SPECIALITIES	Garth Eimers nameplate and namebad;	06/11/2014	22142	19.00	
		Vendor Subtotal for Section 2:419			19.00	
610-419-610000	COASTWIDE LABORATORIES	Supplies	06/25/2014	22183	476.87	
		Vendor Subtotal for Section 2:419			476.87	
610-419-610000	OR. COFFEE ROASTER, INC.	5# Coffee	06/02/2014	22126	37.50	
610-419-610000	OR. COFFEE ROASTER, INC.	5# coffee	06/18/2014	22159	37.50	
		Vendor Subtotal for Section 2:419			75.00	
610-419-610000	VISA/ CARDMEMBER SERVICE	PO	06/09/2014	22150	25.33	
610-419-610000	VISA/ CARDMEMBER SERVICE	PO	06/09/2014	22150	6.00	
		Vendor Subtotal for Section 2:419			31.33	
610-419-621000	ASIFlex	aDMIN FEE FOR pD bEGIN 5/1/14	06/12/2014	22170	22.50	
610-419-621000	ASIFlex	Admin Fee for Pd beginning 4/1/14.	06/25/2014	22181	26.25	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
					48.75	
		Vendor Subtotal for Section 2:419			48.75	
610-419-621000	THE HARTFORD	Friends of the North Plains WSC Insu	06/11/2014	22148	1,343.00	
					1,343.00	
		Vendor Subtotal for Section 2:419			1,343.00	
610-433-310000	AT&T WIRELESS SERVICE	PW 5/6/14 - 6/5/14	06/18/2014	22153	32.91	
					32.91	
		Vendor Subtotal for Section 2:433			32.91	
610-433-310000	PORTLAND GENERAL ELECTRIC	04/30/14 - 5/30/14	06/04/2014	0	44.75	
					44.75	
		Vendor Subtotal for Section 2:433			44.75	
610-433-340000	NAPA AUTO PARTS		06/04/2014	22123	36.54	
					36.54	
		Vendor Subtotal for Section 2:433			36.54	
610-433-340000	ONE CALL CONCEPTS, INC.	Oregon Utility Notification Center - M	06/02/2014	22125	46.20	
					46.20	
		Vendor Subtotal for Section 2:433			46.20	
610-433-340000	VISA/ CARDMEMBER SERVICE	Davis Lock and Safe	06/09/2014	22150	12.00	
					12.00	
		Vendor Subtotal for Section 2:433			12.00	
610-433-610000	AMERICAN BARRICADE CO.INC	Detour Barricades	06/18/2014	22152	172.00	
					172.00	
		Vendor Subtotal for Section 2:433			172.00	
610-433-610000	VISA/ CARDMEMBER SERVICE	Kremeworks	06/09/2014	22150	16.99	
610-433-610000	VISA/ CARDMEMBER SERVICE	Albertsons	06/09/2014	22150	20.86	
610-433-610000	VISA/ CARDMEMBER SERVICE	Wilco Ag	06/09/2014	22150	261.36	
610-433-610000	VISA/ CARDMEMBER SERVICE	I & G Auro Electric	06/09/2014	22150	205.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
					504.21	
		Vendor Subtotal for Section 2:433				
610-433-610224	CHEVRON	PW 5/6/14 - 6/5/14	06/09/2014	0	20.43	
					20.43	
		Vendor Subtotal for Section 2:433				
610-433-610224	FERRELLGAS	Site - Shop	06/04/2014	22113	75.00	
					75.00	
		Vendor Subtotal for Section 2:433				
610-433-610224	SUNSHINE INC.	MAY - PW Fuel	06/04/2014	22133	701.72	
610-433-610224	SUNSHINE INC.	MAY - PW Fuel Discount	06/04/2014	22133	-7.02	
					694.70	
		Vendor Subtotal for Section 2:433				
					52,704.78	
		Subtotal for Section 1: 610				
					96,752.28	
		Report Total:				



## CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 21, 2014  
To: City Council  
From: City Manager Martha DeBry  
Subject: Adoption of Resolution No. 1848 Approving an Agreement with Biggi construction for installation of water main on North Avenue.

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**Request:** Council to approve the agreement with Biggi Construction to build 200 foot section of water main.

**Background:** In February, Biggi Construction LLC received permission from City Council to build a small subdivision on North Avenue. A condition of approval is that water main be constructed along the frontage of the property. Public Works identified a need to extend that water line an additional 200 ft. to tie in with the Timeric Street line. This connection will create a loop within the water system that ensures proper circulation and redundancy in the event of an emergency.

Biggi Construction has agreed to extend the main as part of its project to install a main along its frontage. This should result in low cost construction, as Biggi will already have crews mobilized to perform the work.

Biggi will bill based on its actual cost of construction, and a 20% bonding and project management fee will be added. The performance bond cost is roughly half of the cost.

**Fiscal Impact:** Public Works has set aside \$30,000 of its annual capital project allocation for this purpose.

**Recommendation:** Council adopt Resolution No. 1848 approving the agreement with Biggi Construction for installation of water main on North Avenue.

**Sample Motion:** I move approve Resolution No. 1848.

**RESOLUTION NO. 1848**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH PLAINS,  
OREGON, APPROVING AGREEMENT WITH BIGGI CONSTRUCTION LLC FOR  
WATER LINE INSTALLED ON NORTH AVENUE**

**WHEREAS**, Biggi Construction, LLC is building a development on North Avenue that requires the installation of a water main along the frontage; and

**WHEREAS**, extending the water main from the west boundary of the Biggi Project to a main in Timeric Street would substantially improve the City's water delivery system; and

**WHEREAS**, Biggi Construction is willing and able to complete the installation of the main at the same time it installs a main along its frontage; and

**WHEREAS**, it would be more cost effective for the City to reimburse Biggi Construction than to publicly bid a project.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of North Plains, Oregon that the City will approve the agreement with Biggi Construction to extend a water main in North Avenue at a cost not to exceed \$30,000.

**INTRODUCED AND ADOPTED** this 21st day of July, 2014.

**CITY OF NORTH PLAINS, OREGON**

BY: \_\_\_\_\_  
David Hatcher, Mayor

ATTEST:

BY: \_\_\_\_\_  
Margaret L. Reh, City Recorder

AGREEMENT BETWEEN  
CITY OF NORTH PLAINS AND BIGGI CONSTRUCTION  
FOR EXTENSION OF A WATER MAIN IN NORTH AVENUE

A CONTRACT between THE CITY OF NORTH PLAINS, OREGON ("City"), and BIGGI CONSTRUCTION, LLC ("Biggi").

WHEREAS, the City of North Plains operates a potable water delivery system; and

WHEREAS, Biggi is developing a small subdivision on North Avenue; and

WHEREAS, an extension of 200 feet of water main from the west boundary of the Biggi property to Timeric Street will improve the City's water delivery system in addition to serving the Biggi project;

NOW THEREFORE, based on the foregoing, City and Biggi wish to enter into a written agreement to provide a reimbursement for the installation of 200 feet of water main between the west boundary of the Biggi property and Timeric Street:

1. Biggi Responsibility

Biggi will install an 8 inch water main in North Avenue which shall be integrated into the City of North Plains' water system.

Biggi shall construct the main in accordance with City of North Plains Public Works and Washington County Public works standards.

3. Tax Identification

Biggi shall furnish to City an employer identification number, as designated by the Internal Revenue Service, or, if the Internal Revenue Service.

4. Compensation

City agrees to reimbursement Biggi the actual cost of installing the main from the west boundary of the Biggi property to the junction with the water main on Timeric.

City agrees to pay a 20% project management fee to Biggi.

Reimbursement shall not exceed \$30,000; except if approved by the City Council of North Plains.

5. Project Managers

City's Project Manager is Blake Boyles and Biggi's Project Manager is Vince Biggi Each party shall give the other written notification of any change in Project Manager.

6. Project Information

Biggi agrees to share all Project information, to fully cooperate with all corporations, firms, contractors, governmental entities, and persons involved in or associated with the Project. No

information, news, or press releases related to the Project shall be made to representatives of newspapers, magazines, television and radio stations, or any other news medium without the prior authorization of City's Project Manager.

7. Duty to Inform

Biggi shall give prompt written notice to City's Project Manager if, at any time during the performance of this contract, Biggi becomes aware of actual or potential problems, faults, or defects in the project, any nonconformity with the contract, or with any federal, state, or local law, rule, or regulation, or has any objection to any decision or order made by City. Any delay or failure on the part of City to provide a written response to Biggi shall constitute neither agreement with nor acquiescence in Biggi's statement or claim, and shall not constitute a waiver of any of City's rights.

8. Biggi is Independent Contractor

Biggi is an independent contractor for all purposes and shall be entitled to no compensation other than the compensation expressly provided by this contract.

9. Overtime

Any person employed on work under this contract, other than a person subject to being excluded from the payment of overtime pursuant to either ORS 653.010 to 653.261 or 29 USC §§ 201 to 209, shall be paid at least time and a half for all overtime worked in excess of 40 hours in any one week. (ORS 279.316)

10. Indemnity and Insurance

- a. Indemnity: Biggi acknowledges responsibility for any and all liability arising out of their performance under the terms of this contract and shall hold City harmless from defend and indemnify City as against any and all liability, settlements, loss, costs, and expenses in connection with any action, suit or claim resulting or allegedly resulting from Biggi's acts, omissions, activities, or services in the course of performing this contract or for the acts or omissions of their assignees, transferees, agents, employees and/or subcontractors.
- b. Liability Insurance: Biggi shall maintain occurrence form commercial general liability and automobile liability insurance for the protection of Biggi, the City, its Commissioners, directors, officers, agents, and employees. Coverage shall include personal injury, bodily injury, including death, and broad form property damage, including loss of use of property, occurring in the course of or in any way related to Biggi's operations, in an amount not less than \$1,000,000 combined single limit per occurrence. Such insurance shall name the City as an additional insured.
- c. Workers' Compensation Coverage: Biggi certifies that Biggi has qualified for State of Oregon Workers' Compensation coverage for all Biggi's employees who are subject to Oregon's Workers' Compensation statute, either as a carrier insured employer as provided by ORS 656.407 or as a self-insured employer. Biggi shall provide to City within 10 days after contract award a certificate of insurance evidencing overage of all subject workers under Oregon's Workers' Compensation statutes insured by an insurance company satisfactory to City, if any. The certificate and policy shall indicate that the policy shall not be terminated by the insurance carrier without thirty (30) days' advance written notice to City. A copy of the certificate of self-insurance issued by the State shall be provided to City if the Biggi is

self-insured.

- d. Professional Errors and Omissions: Biggi shall provide City with evidence of professional errors and omissions liability insurance for the protection of Biggi and its employees, insuring against bodily injury and property damage and arising out of or resulting from Biggi's negligent acts, omissions, activities or services, in an amount not less than \$1,000,000 combined single limit per occurrence. Such insurance shall be endorsed to include contractual liability.
- e. Certificates: Biggi shall furnish the City certificates evidencing the date, amount, and type of insurance required by this contract. All policies will provide for not less than thirty (30) days' written notice to the City before they may be canceled.
- f. Primary Coverage: The coverage provided by insurance required under this contract shall be primary, and any other insurance carried by City shall be excess.

11. Work is Property of City

All work, including but not limited to documents, drawings, papers, computer programs, and photographs, performed or produced by Biggi under this contract shall be the property of City.

12. Law of Oregon

The contract shall be governed by the laws of the State of Oregon. Venue shall be in the Circuit Court for Washington County, Oregon. BIGGI, BY EXECUTING THIS AGREEMENT, HEREBY CONSENTS TO THE IN PERSONUM JURISDICTION OF SAID COURT.

13. Successors and Assignments

- a. Each party binds itself, and any partner, successor, executor, administrator, or assign to this agreement.
- b. Biggi as a General Contractor may subcontract any part of the work required of Biggi under this contract.
- c. In the event the Biggi assigns, transfers or subcontracts any of the work contemplated or necessitated by the terms of this contract to some third party, Biggi will ensure that said third party is made subject to all the terms and conditions of this Agreement.

14. Records

Biggi shall retain all books, documents, papers, and records that are directly pertinent to this contract for at least three years after the City makes final payment on this contract and all other pending matters are closed.

Biggi shall allow the City, or any of its authorized representatives, to audit, examine, copy, take excerpts from, or transcribe any books, documents, papers, or records that are subject to the foregoing retention requirement.

Documentation of actual expenses shall be submitted to the City by January 31, 2015.

15. Breach of Contract

Biggi shall remedy any breach of this contract within the shortest reasonable time after Biggi first has actual notice of the breach or the City notifies Biggi of the breach, whichever is earlier. If Biggi fails to remedy a breach in accordance with this paragraph, the City may terminate that part of the contract affected by the breach upon written notice to Biggi, may obtain substitute services in reasonable manner, and may recover from Biggi the amount by which the price for those substitute services exceeds the price for the same services under this contract.

If the breach is material and Biggi fails to remedy the breach in accordance with this paragraph, the City may declare Biggi in default and pursue any remedy available for a default.

Pending a decision to terminate all or part of this contract, the City unilaterally may order Biggi to suspend all or part of the services under this contract. If the City terminates all or part of the contract pursuant to this paragraph, Biggi shall be entitled to compensation only for services rendered prior to the date of termination, but not for any services rendered after the City ordered suspension of those services. If the City suspends certain services under this contract and later orders Biggi to resume those services, Biggi shall be entitled to reasonable damages actually incurred, if any, as a result of the suspension.

To recover amounts due under this paragraph, the City may withhold from any amounts owed by the City to Biggi, including but not limited to amounts owed under this or any other contract between Biggi and the City.

16. Termination for Convenience

The City may terminate all or part of this contract at any time for its own convenience by written notice to Biggi. Upon termination under this paragraph, Biggi shall be entitled to compensation for all services rendered prior to actual notice of the termination or the receipt of the City's written notice of termination, whichever is earlier, plus Biggi's reasonable costs actually incurred in closing out the contract.

17. Intellectual Property

The interest in any intellectual property, including but not limited to copyrights and patents of any type, arising from the performance of this contract shall vest in the City. Biggi shall execute any assignment or other documents necessary to effect this paragraph. Biggi may retain a nonexclusive right to use any intellectual property that is subject to this paragraph. Biggi shall transfer to the City any data or other tangible property generated by Biggi under this contract and necessary for the beneficial use of intellectual property covered by this paragraph.

18. Payment for Labor or Material

Biggi shall make payment promptly, as due, to all persons supplying to Biggi labor or material for the prosecution of the work provided for in this contract. (ORS 279.312)

19. Contributions to the Industrial Accident Fund

Biggi shall pay all contributions or amounts due the Industrial Accident Fund from Biggi incurred in the performance of this contract, and shall ensure that all subcontractors pay those amounts due from the subcontractors. (ORS 279.312)

20. Income Tax Withholding

Biggi shall pay to the Oregon Department of Revenue all sums withheld from employees pursuant to ORS 316.167.

21. Payment of Claims by the City

If Biggi fails, neglects, or refuses to make prompt payment of any claim for labor or services furnished to Biggi or a subcontractor by any person in connection with this contract as the claim becomes due, the City may pay the claim to the person furnishing the labor or services and charge the amount of the payment against funds due or to become due to Biggi pursuant to this contract. The City's payment of a claim under this Paragraph shall not relieve Biggi or Biggi's surety, if any, from responsibility for those claims. (ORS 279.314)

22. Workers Compensation

Biggi is a subject employer that will comply with ORS 656.017. Biggi warrants that all persons engaged in contract work and subject to the Oregon workers compensation law are covered by a workers compensation plan or insurance policy that fully complies with Oregon law. Biggi shall indemnify the City for any liability incurred by the City as a result of Biggi's breach of the warranty under this Paragraph. (ORS 279.320)

23. Medical Care for Employees

Biggi shall make payment of all sums to any person, co-partnership, association or corporation, furnishing medical, surgical and/or hospital care incident to the sickness or injury of Biggi's employee(s), all sums which Biggi agrees to pay for such services and all moneys and sums which Biggi collected or deducted from the wages of employees pursuant to any law, contract or agreement for the purpose of providing or paying for such service. (ORS 279.320)

24. Modification

Any modification of the provisions of this contract shall be reduced to writing and signed by the parties.

25. Counterparts

This Agreement may be executed in several counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of the Agreement so executed shall constitute an original.

26. No Waiver of Legal Rights

A waiver by a party of any breach by the other shall not be deemed to be a waiver of any subsequent breach.

27. Integration

This contract contains the entire agreement between the parties and supersedes all prior written or oral discussions or agreements regarding the same subject.

28. Time is Of the Essence.

Biggi agrees that time is of the essence under this Agreement.

29. Force Majeure.

Neither the City nor Biggi shall be held responsible for delay or default caused by fire, riot, acts of God, war or similar events or occurrences where such event or occurrence was beyond the reasonable control of the City or Biggi respectively. Biggi will however make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon cessation of the cause, diligently pursue performance of its obligations under this Agreement.

BIGGI CONSTRUCTION LLC

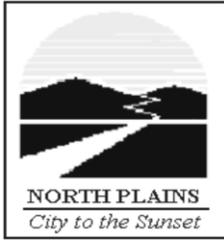
CITY OF NORTH PLAINS, OREGON

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Vince Biggi  
Owner  
11605 SW Normandy Lane  
Wilsonville, OR 97070  
503-682-7292  
[biggicon@gmail.com](mailto:biggicon@gmail.com)

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Martha DeBry  
City Manager  
31360 NW Commercial St  
North Plains, OR 97133  
503-647-5555  
[martha@northplains.org](mailto:martha@northplains.org)



## CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 21, 2014  
To: City Council  
From: City Manager Martha DeBry  
Subject: Street Closures and the Thursday Night Market

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**Request:** Council to further discuss the benefits and issues with the closure of Commercial Street on Thursday nights for the Farmers' Market.

**Background:** The North Plains Farmers' Market has operated since July 2011. There were several changes in operations made this year. The Farmers' Market Board is now partnering with the North Plains Chamber of Commerce.

On February 18, 2014 Council approved Resolution No.1816 granting permission to the Chamber and Farmers' Market to close Commercial Street between Main and 313<sup>th</sup>, and 314<sup>th</sup> from Commercial to Kaybern on Thursday nights during the summer.

For the past month and a half, the Market has taken place on Commercial Street between 314<sup>th</sup> and Main Streets. The hours, including set up and tear down, are from 4 p.m. to 9 p.m. on Thursday evenings. The intent of this move was to work more closely with downtown businesses and provide the community with musical entertainment, food options and fresh produce. Varying configurations of street closure have been tried to find the optimal plan for all parties involved.

Council heard comments at the 7/7/14 Council meeting regarding the closure of Commercial Street. At that time the Chamber made a decision to move the 7/10/14 market to 314<sup>th</sup> Street. While attendance was still good, the market had a different feel than when it was on Commercial.

Several letters and emails have been received by the City and Chamber since the movement of the market to 314<sup>th</sup>. Copies of these letters are in Council's packet.

The Chamber of Commerce is contemplating moving the market back to Commercial Street. Prior to making such a decision the Chamber would like the Council to comment on street closure of Commercial Street.

**Fiscal Impact:** This item has no fiscal impact.

**Recommendation:** No recommendation, for information only.

FW: Farmer's Market on NW Commercial  
[David Hatcher](#)

Sent: Monday, July 14, 2014 10:24 AM

To: [David Hatcher](#); [Teri Lenahan](#); [Robert B. Kindel](#); [Michael Broome](#); [Michael Demagalski](#); [Glenn Warren](#); [Charlynn Newton](#)

Cc: [Margaret Reh](#); [Martha DeBry](#)

Farmers Market FYI:

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From: Farm [dd@dairycreekfarm.com]  
Sent: Sunday, July 13, 2014 2:29 PM  
To: David Hatcher  
Subject: RE: Farmer's Market on NW Commercial

Hi David,  
I'm so glad you found my e-mail.  
Thanks for listening last night.  
Please share my following statement with the City Council at Monday, July 21st council meeting.

I reviewed my North Plain's Farmers Market sales numbers for this season. What I found rang clear to me. I had a 38.2% decrease in sales comparing last week's sales on NW Commercial for July 3rd compared to July 10th sales upon returning to 314th Avenue. Even more alarming is the comparison to my best night on NW Commercial Street, June 3rd opening night compared to my July 10th sales on 314th which were down 48.4%.

The promise and successful potential for the Farmer's Market on NW Commercial was just really beginning to take shape. I along with many of my fellow vendors we were excited about being part of North Plains' new beginning for a vibrant community market.

Here's what I know or can commit to regarding North Plains Farmer's Market.

· I know that your farmer's market manager, Vanessa VanDomelen, has put an incredible amount of her time and energy into your city's farmer's market and it would be a shame to lose what she and I'm sure others have worked so hard to put in place for the past few years for the community.

· I know that my farm committed and participated in the last two seasons at the original 314th location with the hope that over time the community participation would come around enough to make it a viable market for my farm knowing it would take time to establish the market.

· I know at the end of the 2013 season I took an in depth look at the time, effort and P&L margins and made the decision to not return to North Plains market with regrets about leaving the relationships and great

people of North Plains, the community commitment never really took off regardless of all the effort.

· I know upon learning that the 2014 North Plains Market was relocating to NW Commercial along with changing to a Thursday evening, a day my farm had no current commitments for, I signed on for the season with a new hope for a successful partnership with the Chamber of Commerce and the downtown businesses. All were on board, or so I thought.

· Now that the market has been moved back to the 314th Avenue I again am gathering the facts, reaching out to try and understand the situation. I know that I can hold off my decision as to my continued participation at the market to see where this all lands but.....

· I also know, with no doubt, that if the market remains at the 314th Avenue location my farm will not continue to participate. I have been there and done that for two years and it did not work financially.

Please do not destroy a promising opportunity to create a successful community market on the emotional plea of a single business person. Especially a single business person who has not shown any desire to embrace and participate in the new downtown farmer's market that she and all of the other downtown business owner originally agreed to.

The majority of downtown businesses have opened up their doors, some have even set up booths on the street with the community vendors excited about the new flow of foot traffic onto NW Commercial and into their businesses or booths.

When I signed on for a third year I believed that I along with other local community vendors had joined with the North Plains downtown business owners for the season in an effort to create a community event every Thursday from June through August for the people of North Plains. The season began and it was going very well for those who were actively participating. The community was coming out in great numbers, much better than had been seen in the two previous years at the 314th Avenue location.

So please tell me how it is that the decent and emotional plea of one single downtown business owner, who stated at the July 7th City Council meeting that she is for the farmer's market yet she will not participate in the market activities, insisting the market must be moved off NW Commercial regardless of the success and positive reports from most all the other downtown businesses and market vendors. How is it that one voice drowns out all others who applaud the success of the weekly market? How and why should that be? What happened to fairness, logic and decisions based on the benefit of the community as a whole?

The dissenting business owner stays behind her closed doors choosing not to create some kind of draw to welcome the folks into her business. Why not

set up a table or booth outside her business and bridge her business with the events on the street. She could easily promote and feature her own products to all of the folks flooding the street. It is disingenuous to say you are for the market yet choose not to participate in the events as she has. She could actively try and embrace and implement her own marketing ideas each Thursday. She has responsibility for her claimed loss of business when she chooses to not participate in the events going on around her. She could put forth an effort to generate new sales and new customer relationships for her business which could be a win - win for the whole community.

Please listen to all the other voices in favor of the market remaining on NW Commercial.

Thank you for your time and consideration.

Warm Regards,

Debi Wyckoff, owner

Dairy Creek Farm and Produce

{Apian Apothecary}

503-324-7819

[www.DairyCreekFarm.com](http://www.DairyCreekFarm.com)<<http://www.DairyCreekFarm.com>>

-----Original Message-----

From: David Hatcher [[mailto:david\\_hatcher@northplains.org](mailto:david_hatcher@northplains.org)]

Sent: Friday, July 11, 2014 9:25 AM

To: Farm

Subject: RE: Farmers Market

Hi Debi

Thank you for filling me in yesterday. I found it very useful.

Below, you were looking for some information, was I able to help you with that?

David

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From: Farm [[dd@dairycreekfarm.com](mailto:dd@dairycreekfarm.com)]

Sent: Wednesday, July 09, 2014 12:47 PM

To: David Hatcher

Subject: Farmers Market

David,

Please call me.

I would like get some information about the decision to move the Farmers' Market back to the old location.503-324-7819

Thanks,

Debi Wyckoff

Dairy Creek Farm and Produce

{Apian Apothecary}

**RE: Thursday market**

North Plains Chamber of Commerce [admin@northplainschamberofcommerce.org]

**Sent:** Friday, July 11, 2014 2:28 PM

**To:** Jeff Low [jeff.low@ewco.com]

**Cc:** David Hatcher; Martha DeBry; Russ Sheldon [russ@emergencyvehiclepro.com]

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Hi Jeff,

Thanks for your e-mail about the Thursday Marketplace.

The change of location for the Marketplace will be on the City Council's agenda for Monday, July 21<sup>st</sup>. I am passing along your comments to the City, and if you are available to attend the Council meeting, it will begin at 7:00 pm at the North Plains Senior Center.

We also thank you and your family for support of the Thursday Marketplace!

Cindy Hirst  
North Plains Chamber of Commerce  
Secretary  
503-647-2207 (Chamber)  
503-647-4600 (h)  
503-314-5065 (c)  
[hirst@q.com](mailto:hirst@q.com)  
[chirst811@gmail.com](mailto:chirst811@gmail.com)  
[admin@northplainschamberofcommerce.org](mailto:admin@northplainschamberofcommerce.org)

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**From:** Jeff Low [mailto:jeff.low@ewco.com]  
**Sent:** Friday, July 11, 2014 9:47 AM  
**To:** admin@northplainschamberofcommerce.org  
**Subject:** Thursday market

My family is a frequent visitor the market and I wanted to let you know that this Thursday we were very disappointed to see that the location had moved off of commercial street next to the Senior Center. We feel that it takes away from the feel of the market being in the downtown area. It feels removed from downtown and more cramped. We also think that it is hurting the business of the vendors not being more centrally located in town. I know it is affecting Abbey Creek as they cannot sell glasses of wine which was also a disappointment to my wife.

The commercial street location not only offers better access to the vendors, but also creates a central location which would better benefit all the businesses on commercial street since all the visitors are congregating at their doorsteps. Not to mention the amenities of the benches that were added. I think visitors, vendors, and businesses would benefit by moving it back.

Thanks for the consideration.

Jeff Low  
Planning Commission member

**RE: Thursday Market**

North Plains Chamber of Commerce [admin@northplainschamberofcommerce.org]

**Sent:** Tuesday, July 15, 2014 9:37 AM**To:** Stewart King [stewart@tristarproperty.com]**Cc:** David Hatcher [dhatcher1@comcast.net]; Martha DeBry; Russ Sheldon [russ@emergencyvehiclepro.com]

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Hi Stewart,

Thanks for your e-mail about the Thursday Marketplace.

The change of location for the Marketplace will be on the City Council's agenda for Monday, July 21st. I am passing along your comments to the City, and if you are available to attend the Council meeting, it will begin at 7:00 pm at the North Plains Senior Center.

We also thank you and your family for support of the Thursday Marketplace!

Cindy Hirst  
North Plains Chamber of Commerce  
Secretary  
503-647-2207 (Chamber)  
503-647-4600 (h)  
503-314-5065 (c)  
hirst@q.com  
chirst811@gmail.com  
admin@northplainschamberofcommerce.org

-----Original Message-----

From: Stewart King [<mailto:stewart@tristarproperty.com>]  
Sent: Friday, July 11, 2014 2:45 PM  
To: North Plains Chamber of Commerce  
Subject: Thursday Market

As a business owner on Commercial St, I am currently neutral as to shutting down the street or not. I am generally closing my office about the time the Market starts. However, the opportunity of remaining open during the Market hours to attract potential future clients could be very helpful to my business.

As a citizen and patron of the Market, my family and I have attended every Thursday Market, even the one when it was raining. We were disappointed with the new location of the Market on 314th Ave. It did not have the same feel. Over the past Thursdays people gathered at Abby Creek Winery, the Rogue and even the Treasure Chest. Yesterday, I did not see anyone at the picnic tables in front of the Rogue. I personally think that if the Thursday Market remains on 314th Ave it will have a short life.

Stewart King, Chamber Member

--

Stewart King Tri-Star Properties, Inc. [stewart@tristarproperty.com](mailto:stewart@tristarproperty.com)  
[www.tristarproperty.com](http://www.tristarproperty.com) Phone: 503-647-9340 Cell: 503-939-9174

To the North Plain City Council  
Friday, July 18, 2014

### North Plains Thursday Market Statistics and Concerns 2014

Market Sprouts -112 as of 07/17/2014 –goal 145 or 50% of North Plains Grade School

- Average over 30 students per week age 5-12, \$3.00 in sprout bucks each week
- 290 students at grade school
- First Market Sprout supported farmer age 11 Lily Lockett, Dixie Mountain

SNAP- Oregon Trail Card transactions with matching \$5.00 per person, per market -20

Opening Market – Ice Cream Social-packed out community living room-35 gallons of ice cream and 8 ½ flats of strawberries-Oregonian coverage-

We are the ONLY Farmers' Market in Washington County to have advertisement next to the Sunset Hwy!

Vendors currently-17

Vendors to come-4

Vendors who left with the location change- 3

One vendor had recently moved here with her spouse due to his job and had a successful cottage business in Atlanta, Georgia she brought to Oregon. There will only be more spouses/partners and their cottage businesses coming to our area with the opening of the new Intel plant that is to employ 7,000. We cannot miss out on these LOCAL business opportunities that enhance our communities!!!!

Vendors who applied or called up after the signage went up next to the Sunset Hwy. – 11

Jim Crawford of Crawford's Nursery and Produce states, "We make more at the North Plains Thursday Marketplace than we do at the Hillsboro Tuesday Marketplace".

Gavin Price, "I was disappointed about the change in the market location, some folks in town filled me in on the drama."

Cross generational – We have vendors and vendor helpers that range from age 11, college graduates, and an 82 year old community senior!

What is the city's message to current and future vendors of the North Plains Thursday Marketplace?

What is the city's message to volunteers who volunteer in the city of North Plains? We are all volunteers at the North Plains Thursday Marketplace. The agreement to use part of Commercial from Main to 314th was not honored.

What is the city's message to food security supporters, New Seasons Market, Oregon Food Bank, Tualatin Valley Gleaners, OSU Extension and Oregon Farmers' Market Association?

I would like to give them a healthy report on our progress with the North Plains Thursday Marketplace.

Please help me do that!

Sincerely,

Vanessa VanDomelen  
Volunteer Market Manager – North Plains Thursday Marketplace

# August 2014 Council Calendar

Meeting	Primary	Alternate	Note	Date
First Friday Flick at Jessie Mays Community Hall! Movie in the Hall			6:00 p.m.	08/01
Concert in the Park (After the Rain Band-Acoustic)			6:30-8:30 at Jessie Mays Park	08/01
<b>City Council--Cancelled</b>				<b>08/04</b>
National Night Out			6:00 at Jessie Mays Park	08/05
North Plains Marketplace			5:00-8:00 Thursdays, on Commercial Street	08/07
North Plains Elephant Garlic Festival			Friday, Saturday and Sunday at Jessie Mays	8/8-9-10
Washington County Coordinating Committee (WCCC)	Hatcher	DeBry	2 <sup>nd</sup> Monday @ 12 noon	08/11
Planning Commission	Kindel		2 <sup>nd</sup> Wednesday @ 7 p.m.	08/13
Washington County Office of Community Development Policy Advisory Board	Kindel	Demagalski	2 <sup>nd</sup> Thursday @ 7 p.m.	08/14
North Plains Marketplace			5:00-8:00 Thursdays, on Commercial Street	08/14
Concert in the Park (Ludicrous Speed Band-Ska)			6:30-8:30 at Jessie Mays Park	08/15
<b>City Council</b>			<b>7:00 p.m. at North Plains Senior Center</b>	<b>08/18</b>
Library Board	Demagalski		3 <sup>rd</sup> Wednesday @ 7 p.m.	08/20
North Plains Marketplace			5:00-8:00 Thursdays, on Commercial Street	08/21
Concert in the Park (Isaac Turner-Soft Rock)			6:30-8:30 at Jessie Mays Park	08/22
Metro Policy Advisory Committee (MPAC)	Hatcher		4 <sup>th</sup> Wednesday @ 5 p.m.	08/27
Parks Board			4 <sup>th</sup> Wednesday @ 6 p.m.	08/27
North Plains Marketplace			5:00-8:00 Thursdays, on Commercial Street	08/28
Concert in the Park (Garcia Birthday Band-Rock)			6:30-8:30 at Jessie Mays Park	08/29
Metropolitan Area Communications Commission (MACC)	DeBry	Demagalski		