shall prepare sud adopt an administrative code of ordinances, which shall, subject to the provisions of this Charter, organize the ration of the City's government and prescribe the powers nd duties of the officers and employees of the City and a method

ase thereof.

Additional Officers.—The Board shall have power create and discontinue offices and employments other than se herein provided, and may prescribe duties, regulations and compensation for any officer and employee of the City, not incon-sistent with the provisions of this Charter, that it may deem neces-

Board may prescribe, or as may be provided herein.

Sec. 55. Audits.—It shall be the duty of the Board, either directly or through a committee of its members or such other agency as it may select, to maintain a close acquaintance with the details of the City's administrative work, to cause proper books of accounts to be kept covering the same, to cause audits to be made of such accounts at least once each year and oftener if otherwise; and to be informed regarding and keep records of the individual work and efficiency of the City's employee.

Sec. 56. Investigations.—It shall be the duty of the Board, as frequently as it deems proper, either itself or by the employment of expert assistance therefor, to make a survey or investigation of all branches of the administrative work of the city, with a view of eliminating waste and unnecessary expense, and providing greater efficiency both in organization and methods. The Board, or any committee or agent thereof, may investigate the work and financial accounts of any part of the City's administrative organization at any time it may deem proper, and to that end may provide for the issuance of subpoenas or attachments, may compel the attendance of witnesses, the giving of relevant testimony, and the production of any book, paper or record relating to any City affair, and may punish refusal to comply with any such demand. All reports on audits, surveys or investigations shall be made a permanent public record and the same, or a condensed summary thereof, may be published or printed for public distribution

Sec. 57. Fiscal Year. The fiscal year of the City shall com-mence on the first day of April of each year, until otherwise fixed by the Board of Directors.

preceding fiscal year. Said annual reports shall be in such orm, shall cover such details and give such information as may be prescribed by the administrative code or by the Board of Directers, but they shall at least contain the following:

Revenue and expense statement and balance sheet of an statement of cash received and paid out, cash on hand at end of

year and unpaid warrants outstanding.

2. Capital account report which shall show, as assets, public improvements of a permanent nature including water and sewer systems, paving, sidewalks, lands, and other constructions, cash on hand from bond sales, and uncollected assessments; and as liabilities, classified statement of the City debt less cash and securities in bond redemption funds. Enlargements, extentions or permanent improvements shall be considered as accretions to such capital account, but repairs or replacements shall not.

3. Balance sheet on sinking funds showing book account of accretions thereto as against cash, investments and unclaimed interest therein contained.

Balance sheets on any special accounts provided for under the administrative code or by the Board of Directors. Consolidated balance sheet containing a complete review

of the City's financial condition, classified in convenient accounts showing assets, liabilities and surpluses of each. 6. Storekeeper's report with return of goods on hand at be-ginning and end of year, and goods received and dispensed dur-

General administrative statistics and reports showing, b classifications, amount of work, special and routine, done during the year with total expense and unit cost of each kind, said facts being stated comparatively with similar statistics for the preceding year.

8. Comments, discussions and recommendations.

Sec. 59. Annual Budget .- On or before the 15th day of October in each year, the City Manager shall submit to the Board of thereon.

Directors an estimate of the probable financial needs of the City for the ennuing fiscal year. This estimate shall be based on detalled information obtained from officers and heads of departicity, but ments from whom the same may be required by the City Manager, which department statements shall be on uniform blanks provided by the City Manager. It shall also be the duty of said City Manager to devise and put into effect in all departments a comprehensive plan of uniform classification of estimated expenditures by specific functions to which they or any part thereof are to be devoted, which estimates shall be stated comparatively with corresponding items of expenditure for the preceding year and shall be based thereon and shall contain a statement of reasons considerable increase or decrease in any such items.

Said City Manager's estimate shall show:

separate administrative functions. A separate schedule for each department classified by functions, each of which schedules shall contain (a) a pay roll estimate showing salary or wage paid to each officer or employe in each classification of service and a statement of any increase or decrease in salary or rate of wage or number of employees with reasons therefor: (b) itemized estimate of supplies needed; (c) supplies on hand at end of fiscal year; (d) itemized estimate of other anticipated expenditures; (e) unpaid bills or other obliga-

An estimate of unused funds from appropriations for preceding year.

tions not a part of the routine of but falling due during the en-

An estimate of the City's income from sources other than the tax levy.

5. A statement of the City's bonded indebtedness, and the

sum necessary for interest and sinking fund purposes for the en

Such other items as the Board of Directors may require. Sec. 60. Publicity.-After said budget estimate is completed, the Board of Directors shall hold public hearings on it and in order that citizens may attend and participate in the discusion ample notice shall be given of the meetings.

Sec. 61. Adoption of Budget.—After such public hearings the card of Directors shall, by ordinance to be known as the "Anaual Appropriation Ordinance" adopt a budget appropriating the several sums for the several purposes therein named. Such budget shall include provision for an emergency fund not to exceed sum of One Thousand (\$1,000.00) Dollars, from which fund the Board of Directors may appropriate such sums for such lawful purposes as it may, in the exercise of a sound discretion, deem recessary or proper in the economical and efficient administration of the City's affairs. All expenditures for the ensuing year shall be made from such budget appropriations and shall not exceed the amount thereof except when made necessary by any casualty, judgment against the City, or unforseen contingency arising after the passage of the annual appropriation ordinance, the resolution authorizing such payment to contain a statement of such urgency; provided also that this section shall not apply to provisions of this Charter respecting bonded indebtedness and the refunding thereof nor special assessments levied for local inprovements. Amounts appropriated for any specific funds or purpose and not used therefor shall be considered a balance in the general treasury at the end of the fiscal year and be again appropriated as other moneys accruing to the City.

shall estimate and declare the amount of money necessary to be provide. raised by a City tax levy and the rate thereof. Upon such estimate the Board of Directors shall by ordinance, on or before the day required by law, levy on all property in the City taxable for County purposes a city tax, which said tax shall be certified by the Secretary of the City, under his hand and the seal of the City to chalf of the City as provided by law. Should the Board of

Sec. 63. Library Board.—The Medford Library Board, known continued under this Charter as constituted and existing at the provisions of this section. me of its adoption except that selection of the mambers of said Library Board shall hereafter be made by the Board of Directors of the City of Medford. Said Board of Directors shall ansually levs on all property within the City taxable for county purposes. special tax in such amount as will realize not less than Three housand (\$3,000.00) Dollars, which shall be expended by said Library Board in the maintenance and conduct of free public libraries within the City, subject to the regulations provided by the Library Commission of the State of Oregon.

Sec. 64. Park Board.—The Board of Directors shall by ordin-ance create and maintain a Park Board for the City, and provide qualified electors of the City who shall serve without compensation and for such terms as is provided in the ordinance creating said Board. The public park-ways owned by the City shall be placed under the control and management of said Board, subject to rules and regulations prescribed by the Board of Directors. in said organization or thereafter, the Board of Directors deems it

ordered by a majority vote of the electors of the City Sec. 65. City Planning Commission.—The Board of Directors demand, by a unanimous vote of its members but not otherwise shall by ordinance create and maintain a City Planning Commission whose members shall be selected by said Board of Directors or to one, other than a lowest bidder. The Board shall have the ter such terms as may be provided in said ordinance, and shall right to reject any and all bids if it deems them excessive or if mission, after careful consideration and such accessive or if siry or expedient. In the case of any such office or employment mission, after careful consideration and study, the holding of to prevent a free competition therein, and office or employment mission, after careful consideration and study. The holding of the public hearings and discussions and taking coansel with expert bids or order the work done by day's work.

Shall thereafter bear interest at the rate of ton per cent per annually favor in any officer or employee of the City who shall wilfully favor any officer or employee of the City's growth and develop- any bidder as against any other bidder, either by giving or with any such assessment in installments as provided by Sec. 92 of this section, have the effect of ment should be directed that the same may serve, in the largest possible degree, the convenience and well-being of its inhabitants, tings, (3) the planning and location of public buildings, (4) guilty of malfensance and shall be removed from office. made of such accounts at least once each year and oftener if reservation of tracts of land for purposes of schools, parks, recreaded necessary or expedient, by expert public accountants or tion grounds and public buildings, (5) the placing underground. or the use of alleys instead of streets for overhead wire systems and (6) regulating the erection of buildings, billboards and other but said Board shall incur no expense until first authorised by the Board of Directors.

No ordinance ordering the opening, vacating or changing the width or lines of any street, alley, park or public way within the city shall be adopted, nor shall a permit be issued for the erection. of any building billboard or other above-ground structure which under this Charter or city ordinance, requires a permit, nor shall any petition for the approval of a platting of any parcel of land within the City be granted or order therefor made until such ordinance, or the application for such building permit, or the plat or such proposed new platting shall have been submitted to said Pianning commission. II, within forty-eight hours after such submission, said Commission, through any officer thereof shall request in writing that such ordinance, or application for building permit, or plat shall receive its consideration, no action thereon shall be taken until said Commission shall have had one week for its consideration. If during that time a written protest shall be filed with the Secretary of the City by said Commission Sec. 58. Annual Reports.—In the month of April of each shall be filed with the Secretary of the City by said Commission year, the City Manager shall submit to the Board of Directors a spainst any such proposed action, stating its reasons therefor, full and accurate report covering the City's administration for the such ordinance may be passed, such building permit or approval such ordinance may be passed, such building permit or approval of such plat may be granted only by the affirmative vote of six of the seven members of the Board of Directors. Said Commission may make such formal protest only by the affirmative vote

of a majority of its members.

Sec. 66. May Combine Commissions.—The Board of Directors herein granted to said Park Board and City Planning Commission.

ministration's course in conducting the affairs of the City.

## ARTICLE V.

## BONDS, CONTRACTS, ASSESSMENTS

Sec. 69. Power to Issue.-The City shall have the right to corrow money and for that purpose to Issue its bonds on other evidences of indebtedness. Except as otherwise herein provided, no bonds of the City shall be issued until authorized by the affirmative vote of a majority of the electors of the City voting

Sec. 70. For the purpose of refunding bonded indebtedness, the Board of Directors shall have the power to issue bonds of the City, but the amount in par value of such bonds shall not exceed

the amount in par value of the bonds redeemed thereby.

Sec. 71. City Warrants.—No bonds shall be issued for defraying the current expenses of the City or any part thereof or for the purchase of property that is in the nature of a supply for current use. But the Board of Directors shall have the power, by the affirmative vote of six of its seven members and not otherwise. to issue city warrants or certificates of indebtedness to cover any deficiency in the current expenses of the City or the expenses arfsing from any judgment against the City, or any emergency resulting from epedemics, conflagrations or other disastrous happenings. Such evidences of indebtedness shall bear interest at a 1. A general statement of anticipated expenses of the City for the ensuing fiscal year, classified by departments and also by year from the date of issue.

They shall state on their face the purpose for which issued, the amount of the issue of which they are a part, rate of interest, date of maturity, and such other matter as may be pertinent and pro-

Sec. 73. Sinking Funds .- For the retirement of bonds of the City, there shall be created sinking funds. For the retirement of honds, the proceeds of which were used in the purchase or construction of a public utility from which the City derives a revenue, a certain proportion of the gross revenue therefrom as the Board of Directors shall from time to time determine, but not less than five per cent thereof, shall be placed in a sinking fund, which said fund shall be used in the retirement of said bonds and for no other purpose. For the retirement of other bonds of the City, excent assessment bonds as provided in Sec's, 95 and 116 hereof the Board of Directors shall annually levy a tax of not less than ope-half mill on each dollar of tax valuation, on all property within the City taxable for county purposes, the proceeds from which shall be placed in a bond redemption fund. Said tax shall continue to be levied until sald cinking fund shall contain an amount equal to such outstanding bonds of the City. Upon the maturity of any city bonds, they, or such part thereof as can be, shall be paid from such sinking food

Sec. 74. Retirement of Bonds Net Authority for Further lesue. The retirement of any bonds, by payment from a slaking fund or otherwise, shall not be considered as granting authority to

rny City officer or officers to issue other bonds in their place. Sinking Fund Trustees. -The Board of shall be the trustees of the sinking funds. They shall have authority to invest moneys accruing to any sinking fund in such Londs of the United States, State of Oregon, or of any county, municipality or school district of the State of Oregon as they may deem for the best interests of the City. The vote of each member on all questions coming before it for determination shall be recorded in the Journal of the Board, which shall be a public record. No decision involving the investment or payment of any moneys belonging to any sinking funds shall be made except upon the atfirmative vote of a majority of the full Board.

Sec. 76. Bonds to Local Buyers. - Such portion of any bonds of the City issued under the provisions of this Charter, as the Board of Directors may deem necessary for local demand, shall be issued in denominations of Ten (\$10.60) Dollars or multiples thereof, and sold by the Treasurer or other agency within the City, Sec. 62. Tax Levy. In adopting the said budget the Board to local investors, in such manner as the Board may, by ordinance.

Sec. 77. Redeem Bonds for Local Investors.-Upon deposit with the Treasurer by local investors of a sum sufficient to re-deem any bond of the City, at that time subject to redemption. the Treasurer shall redeem said bond or bonds from the amount of such deposit, and in lieu thereof there shall be issued bonds of the County Clerk of Jackson County, Oregon, and the same shall the City in denominations of Ten (\$10.00) Dollars or multiples be entered upon the county tax rolls and be collected for and on thereof, bearing no greater rate of interest than the bond or bonds redeemed and equal in amount thereto; such lieu bonds to be al-Directors fall to make such tax levy for any year, the rate fixed for lotted and sold to the depositors to said fund in proper amounts the last preceding year shall be considered as fixed for that to cover their respective deposits. Such deposited fund shall be kept intact by the Treasurer and separate from other funds and used only for the purpose of such redemption. The Board of Dias the Board of Directors of the Medford Public Library, shall be rectors may provide by ordinance the manner of carrying out the

Sec. 78. Contracts .- All public work, such as the erection. improvement and repair of public buildings and works, the opening, grading, improvement, maintenance and cleaning of streets and public ways, or work on sewer or water systems, shall be done under the supervision of the City Manager, subject to the authorization and direction of the Board of Directors. work shall be done by day's work or by contract as the Board of Directors may deem for the best interests of the City, but any such contract, or any contract for the furnishing of materials or supplies for the City shall be drawn by or under the direction of the City Attorney, or the officer performing the duties of that ofthe appointment of the members thereof from among the fice and shall be entered into only under authority of the Board of Directors, expressed by ordinance, and, except as otherwise berein provided, shall be let to the lowest responsible bidder after advertising for sealed bids thereon in a newspaper of general circulation within t... city for at least six consecutive days. Any such contracts shall expressly protect the City against unpaid. There shall also be published, immediately below the publication of the Ordinance, a notice in substantially the following form: advisable to provide for a Park Commissioner or Superintendent, and quality of materials to be used, the rate of wages to be paid,

he shall be selected by said Park Board, shall serve at its pleasure and be subject to its control and direction. He shall serve without complete the same within such time, and is required to be paid or complete the same shall have been allowed and payable and is required to be paid sary and proper for the protection of the City's interests. The Board may, however, if in its judgment the City's best interests so there appears to have been collusion between any of the bidders not paid within thirty days after the date of first publication of

holding information respecting the work to be done or the supplies to be furnished, or who shall knowingly accept materials resent and future. Said plan shall concern itself with such prob- of an interior quality, or certify to the receipt of a larger amount ems as,-(1) convenient arrangement of streets, (2) making or different kind than is actually received, or more labor than new plattings conform with the plan of contiguous prior plat- is actually performed under any contract with the City, shall be

## ASSESSMENTS.

Sec. 79. Board May Levy Assessment, For the cost of improving any street or alley or portion thereof, or the laving of structures of such character or at such places that they may be any lateral water main or sewer in any street or alley or porturisances or detrimental to the value of neighboring property, tion thereof, the Hoard of Directors may levy an assessment on adjacent property benefited thereby in proportion to its frontage on said street or alley or portion thereof in the manner provided is a lien, and the person to whom the assignment is made.

Sec. 80. Trunk Sewer or Main,-Where a trunk sewer or main is laid in any street, or alley or portion thereof and the Board of Directors shall be of the opinion that the same may be used as a lateral sewer or water main by the owners of adjacent property, it may, in the manner herein provided, levy an assessment upon the adjacent property benefited thereby in proportion to its frontage on said street or alley or portion thereof for such part of the cost of said water main or sewer as shall not exceed the cost of a suitable lateral sewer or water main for said street or alley or portion thereof and thereafter the owners of the property so assessed shall have the right to use such water main or

sewer as a lateral in connection with the property so assessed. Sec. 81. On Aren Basis. For the cost of laying any trunk sewer after deducting any portion of said cost levied against adjacent property on account of its availability for lateral purposes as provided by the succeeding section the Board of Directors may levy an assessment on the property served and benefited by said sewer in proportion to its area in the manner herein provided.

Sec. 82. Notice of Assessment.-Before the Board of Direct ters shall cause any street or alley or portion thereof to be im proved or any lateral water main or sewer to be laid in any street account covering the City's revenues and operating expenses tany, if it deem it for the best interests of the City, combine the or alley or portion thereof, the cost whereof is to be assessed showing balances on hand at beginning of fiscal year, itemized said City Planning Commission and Park Board herein provided against adjacent property, or any trunk water main or sever to said City Planning Commission and Park Board herein provided against adjacent property, or any trunk water main or sewer to for, in one Commission which shall have all the powers and duties be laid in any street or alley or portion thereof which is to be used in part for lateral purposes and any portion of the cost of See, 67. Community Welfare.—The City government shall at all times assume an obligation of leadership in and an earnest effect to promote the health, intelligence, efficiency and welfare of the property served and benefited thereby, it shall first, by resothe community and its citizens and to that end it shall be the duty lution, declare its intention so to do. The resolution shall be in of the Board of Directors to co-operate with such citizen agencies the form of a notice and shall, in the case of the improvement of a and organizations in the promotion of such purposes as it may street or alley, set out briefly the nature of the improvement and deem advisable and profitable to the common good. It shall have the street or alley or portion thereof to be improved. In the case the power to create and appoint or provide for the appointment of a lateral water main or sewer laid in a street or alley, the size of such Boards or Commissions, and such officers, agents, inspec-tors, etc., and to give them such powers and duties not inconsist-ent herewith, as it may deem proper and advisable. The Board of Directors may constitute itself as, or make its members ex-of-the district served and benefited by said sewer and over which ficio members of, any such Board or Commission.

Sec. 68. Public Informed.—Every facility shall be given the ever, that if the Board of Directors shall theretofore by ordin the cost thereof is to be assessed shall be given; provided, howewspapers of the City to keep the citizens informed of the Ad- ence have defined said district as a sewer district and shall have given the same a number, it shall be sufficient in said resolution to refer to said district by number. The resolution shall fix the time and place at which the Board will hold a meeting to consider any protests against the making of the improvement. It shall also announce the intentions of the Board to assess the cost of the improvement on the property adjacent thereto or served : benefited thereby, as the case may be. In case the improvement is a trunk sewer or water main laid in a street or alley or portion thereof, which is to be used in part for lateral purposes and a portion of the cost of which is on that account to be assessed on the property fronting on the street or alley or portion thereof wherein it is laid, the resolution shall state the street or alley or portion sereof wherein the sewer is to be laid and the amount per front out which it is proposed to assess on the property fronting on all street, or alley or portion thereof.

Sec. §3. Hearing Protests.—The resolution shall be pub-

lished in a newspaper of general circulation in said City once, which publication shall be not less than ten or more than fifteen gays before the date of said meeting. Notice of such resolution fer as known, but fallure to mall such notice shall in no event be Poard of Directors shall meet and shall consider any written protests or objections to said improvement or the assessment of the cost thereof as proposed by said resolution which may have been filed with the Secretary of the City or which may be presented at year from the date of issue.

Sec. 72. Signatures.—All bonds of the City shall be signed by the President of the Board of Directors and attested by the Secretary of the City over his signature and the seal of the City.

Sec. 72. Signatures.—All bonds of the City shall be signed as id meeting. Said Board may also hear any oral statements at such lieus shall have priority over by the President of the Board of Directors and attested by the Secretary of the City over his signature and the seal of the City.

The Board of Directors may adjourn the consideration of said processing the city over his signature and the seal of the City. fixed at the time of said adjournment.

If, after fully considering said matter and any protests or ob that said improvement will be of material benefit to said City and that the property subject to assessment for the cost thereof will especially benefited by said improvement to the amount of the cost of said improvement, the Board may, notwithstanding any such protests, order and cause said improvement to be made and the cost thereof to be assessed against said property

Sec. 84. Part Assessment From City Treasury .- If the Board hall be of the opinion that the special benefit to the property chiect to assessment will not equal the total cost of said improvement but will equal any specified portion thereof and that the general benefit arising from said improvement will equal the remainder of the cost thereof, it may order and cause said improvement to be made and order that such portion of the cost thereof shall be assessed upon the property subject to assessment in accordance berewith, and that the balance of said cost be paid out of the general funds of the City. Provided, however, that if the owners of a majority in amount of the property subject to asessment for said improvement shall protest against the went of any portion of the cost thereof on said property, the Board shall not order said improvement to be made and the cost of any Board of Directors

Sec. 8a. Adjustment of Assessment. -- As soon as the cost of any improvement ordered in accordance with the preceding sec. | said semi-annual period, interest upon the bonds designated in said nated and ordered to be assessed against the property adjacent give such notice and cause interest to cause and principal to be signated by the resolution ordering said improvement. Board, by reason of special circumstances, finds that any particular piece or parcel of property subject to assessment in accordance rigned by the President of the Board and countersigned by the rewith will not be especially benefited by said improvement in the amount of its proportion of the cost thereof based on its front- and shall be registered consecutively by number and denominaage or area, it shall reduce the amount of the assessment against tion of each in a book to be kept by the Secretary to be known sich piece or parcel of property to an amount not greater than and designated as the "Improvement Bond Register." the special benefit received by said piece or parcel of property the assessment against the remainder of the property ject to assessment for said improvement shall not be thereby in- and the words "Improvement Bond," with the name of the City creased but the deficit occasioned by said reduction shall be paid of Medford thereon. Such bonds shall be advertised for sale and out of the treasury of the City.

ment thereof in the City Lien Docket. Sec. 87. Lien Docket .- The City Lien Docket is a book in ter in relation to the assessment for improvement of streets; therefor, (a) a description of the property assessed; (b) the name of chaser to the Treasurer of the City, and the par value thereof the owner or the reputed owner if known, or that the owner is credited to the respective improvement funds for which said bonds unknown; (c) the sum assessed upon such property, and the are issued, and the accrued interest and premium accruing from date of the entry

The City Lien Docket is a public writing and the original or of said City.

Sec. 97. Installment Payments.—Thereafter there shall be crtified copies of any matter authorized to be entered therein are entitled to the force and effect thereof; and, from the date of entry therein of an assessment upon any property as above pro- urer of the City by the owner of each lot or parcel of land asvided, the sum so entered is to be deemed a tax levy and lien thereon, which shall have priority over all other liens or encum

brances thereon whatsoever.

assessment, to be published in full in two successive issues newspaper, published and of general circulation in said City.
There shall also be published, immediately below the publication

with the duty of conducting the management of the City's parks, the time within which work thereunder shall be completed, a foregoing Ordinance has been entered in the City Lien Docket as

Dated. (Here insert the date of first publication.)

Sec. 89. Definquent.—The assessment so levied and declared by said ordinance shall thereupon become due and payable and if Charter, shall, for the purpose of this section, have the effect of a payment.

Sec. 30. Assignment, At any time after six months shall have clapsed from the date when any assessment became delin-quent as aforesaid, the lien thereof against any parcel of property shall be assigned by the City to the first person who offers to pay and pays the City therefor, the amount of said assessment, together with all accrued interest. The assignment of said assessment shall be made in such form as the Board of Directors may provide and shall be sufficient if said assignment identifies and sets out the amount paid for such assignment, the date thereof, the date of the ordinance levying the original assessment and the particular parcel of property upon which said assessment

The assignce of such assessment iten shall be entitled to receive the amount paid by him for such assignment together with aterest at the rate of one per cent per month on the whole amount

thereof from the date of such assignment until paid. Sec. 91. Foreclosure. At any time after two years and be-fore six years after the date when any assessment against any parcel of property becomes delinquent, the City of Medford or the assignee of said assessment lies may foreclose the same by a suit in equity brought in the Circuit Court of the State of Oregon for the County of Jackson. All the provisions of the Statute of he State of Oregon with reference to forcelosure of liens on real property, shall, so far as practicable, apply to such foreclosure sait, including the provision thereof for the enforcement of the decree given and redemption from such sale. The provisions of the Statute of the State of Oregon as to joinder of causes of suit hall also apply

Installment Payment. Whenever the Board of Di rectors shall have proceeded to cause any special assessment to be evied against property in accordance with the provisions of this article, it shall be lawful for the owner of any property so asessed in the sum of Twenty Five (\$25.00) Dollars or more, at any time within thirty days after the ordinance declaring said asesment, together with a notice that the same is due and payable, first published in accordance with Sec. 88, to file with the Secretary of the City a written application to pay said assessment in installments and such written application shall state that the said applicant, the property owner, does thereby waive all irregularities and defects, jurisdictional or otherwise, in the proceedings to make the improvement and in the apportionment and assessment of the cost thereof. Said application shall be accompanied y a payment in money of one-tenth the amount of said assessment and shall contain a provision that the said applicant and property wner agrees to pay the balance of said assessment in nine additional annual installments with interest at the rate of six per cent per annum on all of that portion of cald assessment which has not been paid. Said application shall also contain a description y lot and block or other convenient description of the property of the applicant assessed for said improvement and may contain the post office address of the applicant to which notice may be matical as hereafter provided. No application as aforesaid shall be received and filed by the Secretary if the amount of such assessment, together with any previous assessment for street improvements, sewers, or water mains heretofore levied by said City. ogether with all assessments levied pursuant to the proviions of this article against said property and remaining unpaid ball equal or exceed the value of said property as shown by the at tax roll of the County

Sec. 93. Lecord of Installment Assessments. The Secretary ball keep all such applications as are specified in Sec. 92 in conenient form for examination and he shall also enter in a book kept for that purpose, under separate head for each improvement nade, the date of filing of each application, the name of the apslicant, the address if given, a description of the property, and the amount of the assessment remaining unpaid as shown in the

Sec. 94. Prior Lieus. After the expiration of the time for tiling applications as provided in Sec. 92 the Secretary shall enter a docket kept for that purpose, under separate heads for each improvement, a description of each lot or parcel of and or other property against which such assessment is made, with the name of the owner and the amount of such assessment remaining unabail also be given by mail to such interested property owners, so [nid. Such docket shall stand thereafter as an assessment lien docket as for taxes assessed and levied in favor of the City and demed jurisdictions or affect the validity of the assessment. At for the amounts of such unpaid assessments therein docketed, the time and place fixed for said meeting by said recolution, the with interest thereon at the rate of six per cent per annum against each lot or parcel of land or other property, respectively, until such assessment and interest are paid; and all unpaid assessments and interest shall be and remain a lien on each lot or parcel of land or other property respectively, in favor of said City, and such liens shall have priority over all other liens and encum-

Sec. 95. Assessment Bonds. Whenever the total amount of nent lien docket and unpaid matter to any subsequent meeting but the particular meeting at for which applications to pay in installments in accordance with which the consideration of said subject will be continued shall be see. 92 have been made, and sgainst which no bonds have been usued as herein provided, shall exceed One Thousand (\$1,000.00) Dollars, exclusive of interest, the Board of Directors may, by orcctions which may be offered, the Board shall be of the opinion dinance, authorize the feate of the boards of said City in conven-hat said improvement will be of material benefit to said City and lent denominations, not exceeding Five Hundred (\$500.00) Dollars each, and in all for an amount equal to the total amount of unpaid assessments, exclusive of interest, for which application to pay in installments in accordance with Sec. 92 have been filed and against which no bonds have theretofore been issued in accordance herewith; provided, however, if any of the assessments levied on account of any improvement shall be used as the basis for any bond issue, no other assessment levied on account of the same improvement shall be used as the basis for any other bond issue. Such bonds shall, by their terms, mature in ten years from date thereof and be payable in Gold Coin of the United States and bear interest at not to exceed six per cent per annum payable semi-anunlly, said interest to be evidenced by coupons attached to said bonds; provided the right to take up and cancel such bond or bonds upon the payment of the face value thereof with accrued interest to the date of payment at any semi-annual coupon period at or after one year from the date of such bond or bonds, shall be and hereby is vested in said City of Medford. Notice that said bonds are to be taken up and cancelled as aforesaid and that the portion thereof to be assessed on the property especially benefited interest thereon will cease at the interest payment period next folthereby, except by the unanimous vote of all of the members of lowing, shall be printed in a newspaper printed and published and of general circulation in said City of Medford not less than twice during the month preceding said semi-annual period; and after tion, shall have been determined, the Board may by ordinance as notice shall cease and the principal thereof become due and payess the cost, or such portion thereof, as shall have been designable by said City on demand. Said City shall have the right to to or otherwise especially benefited by said improvement in ac- come due and payable as aforesaid, as to the whole or any part ordance with the provisions hereof. The Board of Directors shall of any issue made hereunder, but where such notice is given as not assess any greater portion of the cost of said improvement to a part only of any bane made hereunder, the notice shall be pon the property subject to assessment than shall have been de- given as to the bonds of said issue bearing the lowest number, and If the such bonds shall be so retired in the order of their numbering.

perty of such bonds shall have, plainly and distinctly inscribed or sub-printed on the face thereof, the registered number of said bond old for the highest price obtainable therefor, but not for less Sec. 86. Made By Ordinance.—The Board shall declare said than par and accrued interest. Or the Board may, in its discressment by ordinance and direct the Secretary to enter a stateless than par and accrued interest and advertise and offer the same for sale, and in such event purchasers shall be entitled to hich must be entered, in pursuance hereof, the following mat- buy one or more of said bonds in the order of their application The proceeds of bond sales shall be paid by the purthe sale of any such bonds shall be credited to the general fund

due and payable annually for nine consecutive years to the Treassessed for such improvement, whose application to pay the amount of such assessment in installments has been filed as provided by Sec. 92, ten per cent of the amount of said assessment, as appears Sec. 88. Collecting Assessments. All sums of money assessed by the City Lien Docket decribed in Sec. 87, with the amount of accordance herewith shall be collected in the following man- one year's interest at not exceeding six per cent per annum, on the balance from time to time remaining unpaid. As soon as practicable after the Secretary shall have entered stallment shall be due and payable at the expiration of one year the statement of the assessments in the City Lien Docket, the from the date of the entry of said assessment in the assessment Secretary of the City shall cause the ordinance, declaring said lien docket, and subsequent payments at the expiration of each year thereafter. Should such owner or owners neglect or refuse, for a perod of thirty days, to pay the sum or sums aforesaid as the same become due and payable, then the whole of said assess ment shall become ipso facto immediately due and payable and "Notice is hereby given that the assessment declared by the the same shall be subject to assignment and foreclosure as above