



Council Packet

City of Halsey
Regular Council Meeting
Halsey Community Center
Remote Attendance via Zoom
100 W. Halsey Street

Tuesday June 13th, 2023
7:00 PM

D. PUBLIC HEARING

1. PUBLIC HEARING - Proposed Uses of State Shared Revenues		
Council Action:	NONE	June 13, 2023

Issue Statement: Council must hold a Public Hearing on the proposed uses of State Shared Revenues before adopting the FY 2023-2024 Budget.

Summary: The estimated revenue amount is \$10,000, proposed to be received and appropriated as follows:

Revenue (General Fund)

10-000-40-153	State Rev Sharing	\$10,000
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Expenditure (General Fund)

City Hall Improvements (Roof)	\$6,000
10-110-60-6016	

Expenditure (Storm Water Drainage Fund)

Heavy Equipment Maintenance	\$4,000
68-330-55-5691	

Public Hearing:

The Mayor will open the floor for public comment.

- No action will be taken as part of this Public Hearing. The proposed State Shared Revenue usage may be adopted with the rest of the budget as part of Resolution 2023-724, item L-1 on the agenda.

D. PUBLIC HEARING

2. PUBLIC HEARING - Fiscal Year 2023-2024 Budget		
Council Action:	NONE	June 13, 2023

Issue Statement: Council must hold a Public Hearing on the approved Fiscal Year (FY) 2023-2024 Budget prior to adoption.

Summary: The FY 2023-2024 Budget is attached. It was approved by the Budget Committee in the public meeting on April 25, 2023.

Public Hearing:

The Mayor will open the floor for public comment.

- **No action will be taken as part of this Public Hearing. The proposed FY 2023-2024 Budget may be adopted as Resolution 2023-724, item L-1 on the agenda.**

D. PUBLIC HEARING

3. PUBLIC HEARING – Proposed Utility Rate Increases		
Council Action:	NONE	June 13, 2023

Issue Statement: Council must hold a Public Hearing on any proposed utility rate increases prior to adoption.

Summary: The FY 2023-2024 Budget which was approved by the Budget Committee includes the following proposed rate increases: Water - \$2.50, Sewer - \$2.00

- Operations expenses continue to increase due to inflation. Staff continues to be as frugal as possible. The January 2023 CPI showed an increase of 6.3% over the prior year. The proposed Water and Sewer increases are under this – about 5% for water and 5% for sewer base rates.
- RCAC Staff and Business Oregon both state that yearly small increases are more manageable for households on limited incomes as opposed to having years with no increase followed by larger increases.
- The water rate study completed in 2021 recommends larger rate increases over the next 5 years to build up the reserves. However, a smaller one was proposed in the budget to try to limit the impact on households already struggling with rising costs in all areas due to inflation.
- The city needs to replace Well 69. Building up the water reserve will give the city more funding options and may help protect citizens from an emergency bond or sudden emergency rate increase.
- The Sewer Reserve is still recovering from the lift station pump replacement in 2009. The city may have funding to do two needed wastewater projects include the wastewater facilities plan and the inflow and infiltration (I&I) repairs to the collection system – repairing pipes anticipated to fail in the next 10 years.
- Rate increases may make it possible for Halsey to pay for the financing out of existing revenue streams, reducing the possible impact on the reserves or need for an emergency bond in the future if a part of the current system fails.

Public Hearing:

The Mayor will open the floor for public comment.

- **No action will be taken as part of this Public Hearing. The proposed utility rate increases may be adopted by approving Resolution 2023-723, item L-4 on the agenda.**

D. PUBLIC HEARING

4. PUBLIC HEARING – Ordinance 2023-445 – Amending City of Halsey Municipal Code and Adding Chapter 5.60 Public Camping		
Council Action:	NONE	June 13, 2023

Issue Statement: Council is holding a public hearing prior to adoption of Ordinance 2023-445– An Ordinance Amending the City of Halsey Municipal Code and Adding Chapter 5.60 – Public Camping.

Summary: HB 3115 passed by the Oregon Legislature in 2021 requires local governments to amend their ordinances regulating camping, sitting, lying, sleeping, or keeping warm or dry outside on public property to be “objectively reasonable” based on the totality of circumstances as applied to all stakeholders, including homeless people. It essentially codifies Martin v. City of Boise and Blake v. City of Grants Pass. The Grants Pass case relates to the right to camp in vehicles.

The Halsey Municipal Code currently limits living or camping in an RV to 4 days out of 14 on public property inside the city limits and 14 days out of 30 on private property. The new law does not require the city to change its regulations on private property, but it does impact the language we are allowed to use about living or camping in a vehicle on public property.

The City is allowed to establish reasonable “time, place, and manor” restrictions on public camping. The proposed ordinance prohibits camping in certain locations, and sets time, place, and manner restrictions on tent and vehicle camping in Halsey. It also allows for vehicle residency on private property with restrictions.

Public Hearing:

The Mayor will open the floor for public comment.

- **No action will be taken as part of this Public Hearing. The proposed Ordinance may be adopted by approving Ordinance 2023-445, item L-5 on the agenda.**

E. COUNCIL MINUTES

Council Minutes		
Council Action:	MOTION	June 13, 2023

1. Council Meeting Minutes – May 9, 2023

➤ **Possible Motion:** I move that the Governing Body of the City of Halsey approve the May Council Meeting Minutes as submitted.

- **Council Options**

1. Remove an item for separate consideration & decision.
2. Approve as recommended.
3. Provide further direction to staff.
4. Deny request.

REGULAR CITY COUNCIL MEETING

May 9, 2023, 7:00 p.m. at City Hall, 100 W Halsey St., Halsey, OR

**This hybrid meeting was also conducted as a teleconference, with external participation available via phone or video link.*

MEETING CALLED TO ORDER

Meeting called to order at 7:00 p.m.

ROLL CALL

Present: Mayor Jerry Lachenbruch, Councilor Scott LaCoste, Councilor Stacy Strauss, Councilor Jeremy Romer, Council President Michelle Isom, Councilor Ken Lorensen

Absent: Councilor Randy McMillen

Staff Present: City Administrator Hilary Norton, Assistant City Recorder Larissa Gangle, Municipal Clerk Madison LaCoste, Librarian Abi Vinson

Guests: Candace Pelt, Scott McDowell, Mitch Little, Anne Sunday, Jerry Gilson

Remote
Participants:

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Council Meeting Minutes – April 11, 2023

Motion: I move that the Governing Body of the City of Halsey approve the minutes from the Council meeting on April 11, 2020 as submitted.

Motion by: Councilor Strauss, Seconded by Council President Isom

Vote:

Ayes: Unanimous

Motion Carries

FINANCIAL REPORTS

Approving the April Financial Report includes approving check numbers 20220-20283 in the amount of \$55,521.08. The prior month's final check number was 20219.

Motion: I move that the Governing Body of the City of Halsey approve the April 2023 Financial Reports and Journal Entries as submitted.

Motion by: Council President Isom, Seconded by Councilor Lorensen

Vote:

Ayes: Unanimous

Motion Carries

AGENDA ADJUSTMENTS

Administrator Norton requested to move the Central Linn District Strategic Planning presentation and the REAL presentations under delegations.

DELEGATIONS

Linn County Sheriff's Office: Sergeant Frambes

Sergeant Frambes reviewed the Linn County Sheriff's Office report for the month of April. Deputies investigated theft of services which involved an individual stealing water from a neighbor. There was nothing significant to report. A citizen member asked for more patrols around school zones in the area.

CITIZEN COMMENTS

There were no citizen comments.

REPORTS TO COUNCIL

City Administrator: Hilary Norton

The Library 5K had a good turn out with 21 runners. Librarian Vinson and Administrator Norton have already been collaborating on what to improve on next year.

Four new trees have been planted at the park in honor of the Arbor Day celebration. There was also a good turn out at Third Thursday Arbor Day celebration.

Administrator Norton and Public Works Lead Andy Ridinger met with GSI and Civil West met to discuss possible well location and began the pre-planning process.

Administrator Norton encouraged members of Council to sign up for upcoming Third Thursday events.

The RARE Member Julia Fox worked with Gabriel from the Parks Committee to write a Siletz grant for a climbing structure at the park.

The posting for an upcoming council vacancy will appear in the June newsletter.

Public Works: Hilary Norton

The annual I&I report has been submitted. There was a CL2 tank repair. The wastewater discharge season is over, ending with pond levels at 3'5" and discharging 49,221,00. Public works conducted 1 drainage improvements around town. Mowing season is underway and public works have been mowing right of ways around town.

Library: Abi Vinson

The Library's daily threshold was 5.29 patrons per day for a count of 111 patrons in the month of April. All of the Oregon Battle of Books have been purchased and are in circulation. The 5K on April 22nd raised \$650 which was split with the Central Linn Softball Team. The Summer Reading Program will begin July 8th and run until July 29th.

Sharing Hands: Ken Lorensen

Councilor Lorensen reported that the need at the food bank is increasing every month since the federal funding has been cut to the assistance program. Councilor Lorensen expressed the need to help the local community through Sharing Hands.

Central Linn School District: Michelle Isom

There was no report this month.

Cascades West Area Commission on Transportation: Randy McMillen

Councilor McMillen was absent.

Oregon Cascades West Council of Governments Board: Jeremy Romer

There was no report this month.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Central Linn School District: Candace Pelt

Central Linn School District Candace Pelt presented the district's Strategic Plan. Through students, community members and staff members the School District adopted a new vision statement that states "Through education, we prepare well-rounded, confident and responsible individuals who aspire to achieve their full potential in their future endeavors."

The strategic plan was derived from 14 different listening sessions, which included students, staff, parents, community members and alumni. Through different meetings held throughout the year the strategic plan was developed. The strategic plan is divided into 5 pillars which include: engaged learning, family and community, enrichment, culture of learning and extraordinary staff.

Superintendent Pelt also presented to Council the phases of the district's new project that involves building a new building to house wood, metal and construction classes.

Sharing Hands Request

Sharing Hands is requesting a donation of \$500 for their emergency fund.

Motion: I move that the Governing Body of the City of Halsey approve a Community Partners donation in the amount of \$500 to Sharing Hands.

Motion by: Council President Isom, Seconded by Councilor Romer

Vote:

Ayes: Unanimous

Motion Carries

Rural Economic Alliance (REAL) Strategic Plan: Scott McDowell & Hilary Norton

Brownsville City Administrator Scott McDowell and Administrator Norton presented the Rural Economic Alliance (REAL) Strategic Plan. The core values of REAL are collaboration, resourcefulness, community,

approachability, and initiative. The areas of focus include retention & expansion, recruitment, land use, entrepreneurship, advocacy, and marketing & stakeholder engagement.

Small Municipalities Advocacy Coalition Intergovernmental Agreement

Council is asked to consider signing an Intergovernmental Agreement for the rural cities advocacy proposal that was presented and approved in the March City Council meeting.

Motion: I move that the Governing Body of the City of Halsey approve the Small Municipalities Advocacy Coalition Intergovernmental Agreement as submitted.

Motion by: Councilor Strauss, Seconded by Councilor Isom

Vote:

Ayes: Unanimous

Motion Carries

ORDINANCES & RESOLUTIONS

RESOLUTION 2023-722 – A Resolution by the Mayor for the City of Halsey Proclaiming May 2023 as Mental Health Awareness Month

Council is asked to consider adopting a Resolution declaring May 2023 as Mental Health Awareness Month in the City of Halsey

Motion: I move that the Governing Body of the City of Halsey adopt RESOLUTION 2023-722 – A Resolution by the Mayor for the City of Halsey Proclaiming May 2023 as Mental Health Awareness Month

Motion by: Councilor Strauss, Seconded by Councilor LaCoste

Vote:

Ayes: Unanimous

Motion Carries

EXECUTIVE SESSION

*Pursuant to ORS 192.660(i) to discuss the annual evaluation of the City Administrator, Halsey City Council entered Executive Session at **8:03pm**. The Council exited the Executive Session at **8:25pm***

ADJOURNMENT

Meeting adjourned at 8:26 pm

Municipal Clerk, Madison LaCoste

Mayor Jerry Lachenbruch

F. FINANCIAL REPORTS

Financial Reports & Journal Entries – May 2022		
Council Action:	MOTION	June 13, 2023

Issue Statement: Council is asked to review and approve the Financial Reports and Journal Entries for May 2023

Summary:

Approving the May Financial Report includes approving check numbers 20217-20335 in the amount of \$20,825.74. The prior month's final check number was 20216.

- **Possible Motion:** I move that the Governing Body of the City of Halsey approve May 2022 Financial Reports and Journal Entries as Submitted
 - **Council Options**
 1. Approve as recommended.
 2. Approve with amendments.
 3. Provide further direction to staff.
 4. Deny or Postpone request.

CITY OF HALSEY
COMBINED CASH INVESTMENT
MAY 31, 2023

COMBINED CASH ACCOUNTS

01-0001001	COMBINED CASH - CHECKING	25,029.00
01-0001002	MONEY MARKET	79,397.01
01-0001003	INVESTMENT POOLED	2,154,995.73
		<hr/>
	TOTAL COMBINED CASH	2,259,421.74
01-0001000	CASH ALLOCATED TO OTHER FUNDS	(2,259,421.74)
		<hr/>
TOTAL UNALLOCATED CASH		.00
		<hr/>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO (10) GENERAL FUND	323,774.63
18	ALLOCATION TO VEHICLE & EQUIP RESERVE	31,764.24
20	ALLOCATION TO (20) STREET FUND	156,684.43
25	ALLOCATION TO (25) STREET & PATHWAY FUND	75,980.41
40	ALLOCATION TO (40) BOND FUND	57,547.92
55	ALLOCATION TO (55) LIBRARY FUND	14,252.23
60	ALLOCATION TO (60) WATER FUND	448,435.06
61	ALLOCATION TO (61) SEWER FUND	259,840.86
62	ALLOCATION TO (62) WATER RESERVE FUND	347,450.08
63	ALLOCATION TO (63) SEWER RESERVE FUND	191,687.72
65	ALLOCATION TO STORM WATER BLUE HERON FUND	32,090.76
68	ALLOCATION TO (68) STORM WATER DRAINAGE FUND	23,672.71
72	ALLOCATION TO (72) WATER SYSTM DEVELOP CHG	109,810.64
73	ALLOCATION TO (73) SEWER SYSTM DEVELOP CHG	31,482.29
74	ALLOCATION TO (74) STORMWATER SYSTEM DEVELOP	139,791.27
80	ALLOCATION TO (80) VETERANS MEMORIAL PARK	11,319.92
85	ALLOCATION TO (85) HALSEY CITY PARK FUND	3,836.57
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	2,259,421.74
	ALLOCATION FROM COMBINED CASH FUND - 01-0001000	(2,259,421.74)
		<hr/>
ZERO PROOF IF ALLOCATIONS BALANCE		.00
		<hr/>

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

Money Market Account (Money Market) (2)
May 31, 2023

Account: 010001002

Bank Account Number: 25500059

Bank Statement Balance:	79,397.01	Book Balance Previous Month:	61,501.31
Outstanding Deposits:	.00	Total Receipts:	39,058.40
Outstanding Checks:	.00	Total Disbursements:	21,162.70
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	79,397.01	Book Balance:	79,397.01

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 13 items Deposits Outstanding: 0 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 3 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

Umpqua Bank Operating Checking (Operating Checking) (1)
May 31, 2023

Account: 010001001

Bank Account Number: 25500067

Bank Statement Balance:	51,541.08	Book Balance Previous Month:	3,871.22
Outstanding Deposits:	679.35	Total Receipts:	84,798.37
Outstanding Checks:	26,754.73	Total Disbursements:	63,203.89
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	25,465.70	Book Balance:	25,465.70

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
3	471.17	1119	208.18				
						Total:	679.35

Deposits cleared: 35 items Deposits Outstanding: 2 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
6	22.03-	18156	13.27	19423	154.84	20334	137.51
7	3.86-	18163	.85	19944	66.36	525202	361.37
8	15.42-	18170	.50	19982	2.94	525202	8,182.98
9	13.77-	18344	2,000.00	19987	29.68	525202	6,028.38
14206	27.52	18489	100.00	20022	84.63	525202	1,941.56
17523	23.44	18511	150.00	20217	100.00	525202	5,967.51
17752	316.65	18692	28.50	20217	100.00-	525202	400.00
18058	53.23	19068	28.50	20308	111.30	225201	260.20-
18073	154.00	19077	68.45	20327	34.47		
18155	1.63	19120	120.00	20332	479.94	Total:	26,754.73

Checks cleared: 52 items Checks Outstanding: 38 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Report Criteria:

Print Sequence Detail

Date	Check Number	Payee or Description	Check Amount
06/02/2023	1	ACH Bank Fees	25.92
06/02/2023	1	Trans MM to CK	6,000.00
06/02/2023	3	Trans MM to CK	15,000.00
06/02/2023	5	ACH Bank Fees	162.70
05/03/2023	20217	Linn County Road Department	100.00-
05/03/2023	20298	Alyrica Networks	39.99
05/03/2023	20299	CECO, Inc.	136.79
05/03/2023	20299	CECO, Inc.	68.39
05/03/2023	20299	CECO, Inc.	215.71
05/03/2023	20299	CECO, Inc.	105.22
05/03/2023	20300	Cascade Garden Equipment	16.01
05/03/2023	20300	Cascade Garden Equipment	16.01
05/03/2023	20300	Cascade Garden Equipment	16.01
05/03/2023	20300	Cascade Garden Equipment	16.02
05/03/2023	20301	Code Publishing, Co.	423.00
05/03/2023	20302	Linn County Planning and Building Dept	498.56
05/03/2023	20303	Morley Thomas Law	300.00
05/03/2023	20304	National Business Solutions	1,484.57
05/12/2023	20305	AT&T	25.14
05/12/2023	20305	AT&T	25.14
05/12/2023	20305	AT&T	25.14
05/12/2023	20306	BMS Technologies	217.39
05/12/2023	20306	BMS Technologies	217.38
05/12/2023	20307	Cafe' Coffee	30.00
05/12/2023	20307	Cafe' Coffee	30.00
05/12/2023	20308	Carlson Hardware Inc.	37.10
05/12/2023	20308	Carlson Hardware Inc.	37.10
05/12/2023	20308	Carlson Hardware Inc.	37.10
05/12/2023	20309	Caselle, Inc.	686.00
05/12/2023	20309	Caselle, Inc.	40.00
05/12/2023	20309	Caselle, Inc.	40.00
05/12/2023	20310	Central Linn High School	325.00
05/12/2023	20311	Davis Glass Inc.	368.00
05/12/2023	20312	Executive Cleaning	624.00
05/12/2023	20313	Julia Fox	106.00
05/12/2023	20313	Julia Fox	15.98
05/12/2023	20314	GSI Water Solutions, Inc.	2,917.50
05/12/2023	20315	Ingram Library Services	309.39
05/12/2023	20316	JSG Lawn Maintenance	1,800.00
05/12/2023	20316	JSG Lawn Maintenance	200.00
05/12/2023	20317	Kelley Connect Co.	165.61
05/12/2023	20317	Kelley Connect Co.	20.20
05/12/2023	20317	Kelley Connect Co.	134.51
05/12/2023	20317	Kelley Connect Co.	83.61
05/12/2023	20318	KS Chems	37.73
05/12/2023	20319	Local Government Law Group, PC	602.00
05/12/2023	20320	National Business Solutions	249.00
05/12/2023	20321	Old Republic Surety Group	450.00
05/12/2023	20322	Pacific Power	1,450.38
05/12/2023	20322	Pacific Power	51.82
05/12/2023	20322	Pacific Power	1,932.71
05/12/2023	20322	Pacific Power	900.63
05/12/2023	20322	Pacific Power	43.66
05/12/2023	20322	Pacific Power	67.54
05/12/2023	20323	Renewable Resource Group, Inc	148.00
05/12/2023	20324	Roome Telecommunications Inc.	145.30

Date	Check Number	Payee or Description	Check Amount
05/12/2023	20324	Roome Telecommunications Inc.	33.40
05/12/2023	20324	Roome Telecommunications Inc.	111.59
05/12/2023	20325	Wells Fargo Financial Leasing, Inc.	123.50
05/12/2023	20325	Wells Fargo Financial Leasing, Inc.	42.25
05/12/2023	20325	Wells Fargo Financial Leasing, Inc.	123.50
05/12/2023	20325	Wells Fargo Financial Leasing, Inc.	35.75
05/18/2023	20326	Cascade Columbia Distribution	20.00
05/18/2023	20327	Noah Chamberlain	34.47
05/26/2023	20327	Noah Chamberlain	34.47-
05/18/2023	20328	Napa Auto Parts	45.13
05/18/2023	20328	Napa Auto Parts	45.13
05/18/2023	20328	Napa Auto Parts	45.13
05/18/2023	20328	Napa Auto Parts	45.10
05/18/2023	20329	National Business Solutions	832.00
05/18/2023	20330	NW Natural Gas	45.38
05/18/2023	20330	NW Natural Gas	129.38
05/18/2023	20331	Pape Machinery	67.43
05/18/2023	20331	Pape Machinery	67.43
05/18/2023	20331	Pape Machinery	67.43
05/18/2023	20331	Pape Machinery	67.42
05/18/2023	20332	Security Alarm Corp	479.94
05/18/2023	20333	State of Oregon	104.00
05/18/2023	20334	The Times	137.51
05/18/2023	20335	Wells Fargo Financial Leasing, Inc.	123.50
05/18/2023	20335	Wells Fargo Financial Leasing, Inc.	42.25
05/18/2023	20335	Wells Fargo Financial Leasing, Inc.	123.50
05/18/2023	20335	Wells Fargo Financial Leasing, Inc.	35.75
05/31/2023	92201	DIRECT DEPOSIT TOTAL	19,435.96
05/25/2023	52520231	AFLAC	361.37
05/25/2023	52520232	EBS Trust, CIS- Benefits	8,176.54
05/25/2023	52520232	EBS Trust, CIS- Benefits	6.44
05/25/2023	52520233	IRS Tax Deposit	3,220.48
05/25/2023	52520233	IRS Tax Deposit	753.20
05/25/2023	52520233	IRS Tax Deposit	2,054.70
05/25/2023	52520234	Oregon Dept of Revenue - WC/UI	20.06
05/25/2023	52520234	Oregon Dept of Revenue - WC/UI	1,738.00
05/25/2023	52520234	Oregon Dept of Revenue - WC/UI	183.50
05/25/2023	52520235	P.E.R.S.	1,536.35
05/25/2023	52520235	P.E.R.S.	4,431.16
05/25/2023	52520236	VOYA	400.00
05/31/2023	53120231	Norton, Hilary - DIR DEP	.00
05/31/2023	53120232	Andy Ridinger - DIR DEP	.00
05/31/2023	53120233	Gangle, Larissa Michele - DIR DEP	.00
05/31/2023	53120234	William Jones - DIR DEP	.00
05/31/2023	53120235	Madison LaCoste - DIR DEP	.00
05/31/2023	53120236	Abrial Vinson - DIR DEP	.00
05/31/2023	53120237	Amber Murray - DIR DEP	.00
Grand Totals:			84,332.12

[Print Sequence Detail](#)

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

Report Criteria:
Include transaction count

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISBURSEMENTS (CD)						
06/02/2023	1	ACH Bank Fees	10-110-55-5545	Bank Fees/Misc Expense	25.92	
06/02/2023	2	ACH Bank Fees	01-0001001	Combined Cash - Checking	.00	25.92-
Total CASH DISBURSEMENTS (CD):					25.92	25.92-

References: 2 Transactions: 2

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISBURSEMENTS - MoneyMkt (CD2)						
06/02/2023	1	Trans MM to CK	01-0001001	Combined Cash - Checking	6,000.00	
06/02/2023	2	Trans MM to CK	01-0001002	Money Market	.00	6,000.00-
06/02/2023	3	Trans MM to CK	01-0001001	Combined Cash - Checking	15,000.00	
06/02/2023	4	Trans MM to CK	01-0001002	Money Market	.00	15,000.00-
06/02/2023	5	ACH Bank Fees	10-110-55-5545	Bank Fees/Misc Expense	162.70	
06/02/2023	6	ACH Bank Fees	01-0001002	Money Market	.00	162.70-
Total CASH DISBURSEMENTS - MoneyMkt (CD2):					21,162.70	21,162.70-

References: 6 Transactions: 6

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH RECEIPTS - MANUAL ENTRIES (CRJE)						
06/02/2023	1 MM Interest		01-0001002	Money Market	.56	
06/02/2023	2 MM Interest		10-000-40-650	Interest on Investments	.00	.56-
06/02/2023	3 LGIP Trans Checking		01-0001001	Combined Cash - Checking	45,000.00	
06/02/2023	4 LGIP Trans Checking		01-0001003	Investment Pooled	.00	45,000.00-
06/02/2023	5 PERS Adj		01-0001001	Combined Cash - Checking	399.17	
06/02/2023	6 PERS Adj		10-110-50-5402	PERS Retirement-Employer	.00	399.17-
06/02/2023	7 CIS Adj		01-0001001	Combined Cash - Checking	918.56	
06/02/2023	8 CIS Adj		10-110-50-5300	Employee Health Insurance	.00	918.56-
Total CASH RECEIPTS - MANUAL ENTRIES (CRJE):					46,318.29	46,318.29-

References: 8 Transactions: 8

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
JOURNAL ENTRIES (JE)						
06/05/2023	1	LGIP Interest	01-0001003	Investment Pooled	7,206.72	
06/05/2023	2	LGIP Interest	10-000-40-650	Interest on Investments	.00	1,032.69-
06/05/2023	3	LGIP Interest	18-000-40-650	Interest on Investments	.00	101.32-
06/05/2023	4	LGIP Interest	20-000-40-650	Interest on Investments	.00	499.77-
06/05/2023	5	LGIP Interest	25-000-40-650	Interest on Investments	.00	242.35-
06/05/2023	6	LGIP Interest	40-000-40-650	Interest on Investments	.00	183.56-
06/05/2023	7	LGIP Interest	55-000-40-650	Interest on Investments	.00	45.46-
06/05/2023	8	LGIP Interest	60-000-40-650	Interest on Investments	.00	1,430.34-
06/05/2023	9	LGIP Interest	61-000-40-650	Interest on Investments	.00	828.80-
06/05/2023	10	LGIP Interest	62-000-40-650	Interest on Investments	.00	1,108.24-
06/05/2023	11	LGIP Interest	63-000-40-650	Interest on Investments	.00	611.41-
06/05/2023	12	LGIP Interest	65-000-40-650	Interest on Investments	.00	102.36-
06/05/2023	13	LGIP Interest	68-000-40-650	Interest on Investments	.00	75.51-
06/05/2023	14	LGIP Interest	72-000-40-650	Interest on Investments	.00	350.26-
06/05/2023	15	LGIP Interest	73-000-40-650	Interest on Investments	.00	100.42-
06/05/2023	16	LGIP Interest	74-000-40-650	Interest on Investments	.00	445.88-
06/05/2023	17	LGIP Interest	80-000-40-650	Interest on Investments	.00	36.11-
06/05/2023	18	LGIP Interest	85-000-40-650	Interest on Investments	.00	12.24-
06/05/2023	19	ACH Fee	10-110-55-5545	Bank Fees/Misc Expense	.05	
06/05/2023	20	ACH Fee	01-0001003	Investment Pooled	.00	.05-
Total 523:					74,713.68	74,713.68-
Total JOURNAL ENTRIES (JE):					7,206.77	7,206.77-
References: 20 Transactions: 20						
Grand Totals:					74,713.68	74,713.68-

Check No.	Check Date	Vendor No.	Payee	Description	GL Account	Amount Pd
20217	05/03/2023	205	Linn County Road Department	Road Permit Deposit for Library 5K	55-410-55-5550	100.00- V
20298	05/03/2023	934	Alyrica Networks	Internet-Shop	60-310-55-5662	39.99
20299	05/03/2023	47	CECO, Inc.	Fuel	61-320-55-5615	526.11
20300	05/03/2023	1030	Cascade Garden Equipment	Hopper Mower Parts	61-320-55-5691	64.05
20301	05/03/2023	736	Code Publishing, Co.	Municipal Code Web Update	10-110-55-5725	423.00
20302	05/03/2023	205	Linn County Planning and Buildin	Plan Review Fees- April 2023	10-110-55-5561	498.56
20303	05/03/2023	957	Morley Thomas Law	City Municipal Judge- May 2023	10-110-55-5648	300.00
20304	05/03/2023	1110	National Business Solutions	ACR Laptop	10-110-55-5770	1,484.57
20305	05/12/2023	24	AT&T	Long Distance-April 2023	61-320-55-5662	75.42
20306	05/12/2023	1129	BMS Technologies	Utility Bill Printing & Mailing Costs	61-320-55-5610	434.77
20307	05/12/2023	660	Cafe' Coffee	Water Service- City Hall	10-110-55-5606	60.00
20308	05/12/2023	46	Carlson Hardware Inc.	Shop Supplies- April 2023	61-320-55-5606	111.30
20309	05/12/2023	49	Caselle, Inc.	Contract Support & Maintenance-06/01-06/30/2	60-310-55-5611	766.00
20310	05/12/2023	1158	Central Linn High School	Half of Library 5k Proceeds	55-410-55-5550	325.00
20311	05/12/2023	1159	Davis Glass Inc.	Window Repair Due to Rock Damage from Mow	20-210-55-5555	368.00
20312	05/12/2023	954	Executive Cleaning	Contract Janitorial Services- April 2023	10-110-55-5680	624.00
20313	05/12/2023	1140	Julia Fox	Tire Socks for VW	10-110-55-5690	121.98
20314	05/12/2023	1103	GSI Water Solutions, Inc.	Professional Services 4/1-4/30/23- Well 69	60-310-60-6002	2,917.50
20315	05/12/2023	761	Ingram Library Services	Library Books	55-410-55-5800	309.39
20316	05/12/2023	1062	JSG Lawn Maintenance	Monthly Landscaping Services- May 2023	80-510-55-5840	2,000.00
20317	05/12/2023	1014	Kelley Connect Co.	Monthly Copier Contract	61-320-55-5702	403.93
20318	05/12/2023	567	KS Chems	Replacement Dispensers for Park Vandalism	85-510-55-5865	37.73
20319	05/12/2023	1042	Local Government Law Group, P	Legal Services- April 2023	10-110-55-5721	602.00
20320	05/12/2023	1110	National Business Solutions	UniFi6 Pro Wireless Access Point	55-410-55-5770	249.00
20321	05/12/2023	748	Old Republic Surety Group	Annual Bond Payment	10-110-55-5551	450.00
20322	05/12/2023	297	Pacific Power	5th & L Pump	60-310-55-5672	4,446.74
20323	05/12/2023	19	Renewable Resource Group, Inc	Lab Testing- Wastewater Treatment Plant	61-320-55-5860	148.00
20324	05/12/2023	332	Roome Telecommunications Inc.	Library	55-410-55-5664	290.29
20325	05/12/2023	1132	Wells Fargo Financial Leasing, Inc	Security Camera Payment Contract	61-320-60-6001	325.00
20326	05/18/2023	48	Cascade Columbia Distribution	Sodium Bisulfite	61-320-55-5617	20.00
20327	05/26/2023	1160	Noah Chamberlain	Utility Account # 1231.03 Credit Balance Refund	01-0001075	.00 V
20328	05/18/2023	632	Napa Auto Parts	Code Reader, Spark Plugs, Ignition Coil	61-320-55-5690	180.49
20329	05/18/2023	1110	National Business Solutions	Contract IT Support- 5/15-06/14/23	10-110-55-5770	832.00
20330	05/18/2023	263	NW Natural Gas	Natural Gas-City Shop	60-310-55-5671	174.76
20331	05/18/2023	666	Pape Machinery	Tires for Mower & Trailer	61-320-55-5691	269.71
20332	05/18/2023	688	Security Alarm Corp	Fire & Security Monitoring-June & Fire Services	10-110-55-5771	479.94
20333	05/18/2023	365	State of Oregon	WW OPCERT PRG SUPPORT FEE	60-310-55-5730	104.00
20334	05/18/2023	383	The Times	Municipal Clerk Job Listing	10-110-55-5741	137.51
20335	05/18/2023	1132	Wells Fargo Financial Leasing, Inc	Security Camera Payment Contract	61-320-60-6001	325.00

Grand Totals:

20,825.74

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____



**MONTHLY BULLETIN OF DISPATCHED
CALLS AND CASES
FOR CONTRACT CITIES**

This Report Encompasses: 5/ 1/23 to 5/31/23

Total Incidents This Month: **37**

Incident Information:	Description
CAD# 2023080579 TIME: 5/1/2023 3:42:38AM CASE# CAD Only HALS HALSEY	ANIMAL COMPLAINT Reported at Block of 31800 HWY 228/NW 2ND ST HALS Cattle fell out of a horse trailer while in Halsey. The Birky's and other Good Samaritan's assisted deputies and the cow owner in retrieving the cows.
CAD# 2023081286 TIME: 5/2/2023 7:18:38AM CASE# CAD Only HALS CALL TRANSFERRED TO OTI	TRANSFER 911 INFO - LAW CALL Reported at Block of 200 E 3RD ST HALS
CAD# 2023081403 TIME: 5/2/2023 10:54:04AM CASE# CAD Only HALS CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 1100 W 2ND ST HALS Caller had questions regarding towing vehicles from private property.
CAD# 2023082016 TIME: 5/3/2023 8:22:01AM CASE# 2301727 HALS REPORT TAKEN	Report Filed. WARRANT ARREST (LW ONLY) Reported At Block Of 900 W 1ST ST Occurred between 0822 hours on 5/3/2023 and 0822 hours on 5/3/2023 . Reported: Curt Blasch, 44, of Lebanon, was arrested on an outstanding warrant and lodged at the Linn County Jail.
CAD# 2023082447 TIME: 5/3/2023 5:21:29PM CASE# CAD Only HALS CAD CALL COMPLETE	ABANDON VEHICLE Reported at Block of 900 W 1ST ST HALS Vehicles were removed prior to being towed.

Incident Information:	Description
CAD# 2023084658 TIME: 5/6/2023 7:45:09PM CASE# CAD Only HALS	SUSPICIOUS PERSON Reported at Block of 400 W M ST HALS <hr/> Duplicate call related to suspicious person call below.
CAD# 2023084659 TIME: 5/6/2023 7:46:03PM CASE# CAD Only HALS CAD CALL COMPLETE	SUSPICIOUS PERSON Reported at Block of 1000 W 4TH ST HALS <hr/> Caller reports suspicious person Deputy contacts suspicious persons family and is informed the person is visiting and is allowed to stay at their residence.
CAD# 2023084674 TIME: 5/6/2023 8:16:59PM CASE# CAD Only HALS CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 900 W 1ST ST HALS <hr/> Suspicious vehicle. RV parked on city street.
CAD# 2023084739 TIME: 5/6/2023 10:09:41PM CASE# CAD Only HALS	911 HANG UP CALL Reported at Block of 900 W 4TH ST HALS <hr/> Accidental dial
CAD# 2023085156 TIME: 5/7/2023 1:24:26PM CASE# CAD Only HALS CAD CALL COMPLETE	SUSPICIOUS PERSON Reported at Block of 300 W I ST HALS <hr/> Deputy checked on a suspicious person.
CAD# 2023087984 TIME: 5/11/2023 12:31:07PM CASE# CAD Only HALS	POCKET DIAL LCSO AND CRCC Reported at Block of 000 W 1ST ST HALS <hr/> No Public Narrative.

Incident Information:	Description
CAD# 2023088412 TIME: 5/11/2023 7:58:01PM CASE# CAD Only HALS	POCKET DIAL LCSO AND CRCC Reported at Block of 1600 W 1ST ST HALS <hr/> No Public Narrative.
CAD# 2023088502 TIME: 5/11/2023 10:34:17PM CASE# CAD Only HALS WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 1400 W 2ND ST/W O ST HALS <hr/> Operator warned for speeding violation
CAD# 2023088513 TIME: 5/11/2023 10:56:19PM CASE# CAD Only HALS WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 300 W 2ND ST HALS <hr/> Operator warned for speeding violation
CAD# 2023088548 TIME: 5/12/2023 12:50:46AM CASE# CAD Only HALS CAD CALL COMPLETE	PARK PATROL Reported at Block of 200 W O ST HALS <hr/> Deputy walks around park after hours. No people were at the park and no suspicious activity were found.
CAD# 2023088595 TIME: 5/12/2023 5:14:17AM CASE# CAD Only HALS CAD CALL COMPLETE	TRAFFIC STOP Reported at Block of 1400 W 2ND ST/W O ST HALS <hr/> Operator warned for speeding violation.
CAD# 2023091526 TIME: 5/15/2023 8:36:36PM CASE# CAD Only HALS WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 900 W 2ND ST/W J ST HALS <hr/> Operator of vehicle warned for speeding violation and not having vehicles registration present.

Incident Information:	Description
CAD# 2023092433 TIME: 5/17/2023 3:53:18AM CASE# CAD Only HALS WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 1300 CROWELL LN/W 1ST ST HALS <hr/> Operator warned for speeding violation
CAD# 2023092986 TIME: 5/17/2023 4:34:53PM CASE# CAD Only HALS HALSEY	SUSPICIOUS PERSON Reported at Block of 100 W 1ST ST HALS <hr/> Area check for a female reported to "not look well" on a motorcycle. The motorcycle left prior to arrival
CAD# 2023093147 TIME: 5/17/2023 9:17:26PM CASE# 2301947 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: SEX OFFENSE Reported At Block Of 800 W 5TH ST Occurred between 2117 hours on 5/17/2023 and 2117 hours on 5/17/2023 . Reported: <hr/> Deputy responded to a report of a juvenile sex crime. Photos being sent over internet. investigation ongoing.
CAD# 2023093367 TIME: 5/18/2023 8:40:20AM CASE# 2301952 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: BURGLARY Reported At Block Of 00 AMERICAN DR Occurred between 0840 hours on 5/18/2023 and 0840 hours on 5/18/2023 . Reported: <hr/> Diamond K Trailer Sales had a burglary in the evening on May 17, 2023. Deputy collected evidence and the investigation is ongoing.
CAD# 2023093946 TIME: 5/18/2023 8:18:26PM CASE# CAD Only HALS CAD CALL COMPLETE	FOLLOW UP Reported at Block of 800 W 5TH ST HALS <hr/> No Public Narrative.
CAD# 2023093999 TIME: 5/18/2023 9:36:05PM CASE# CAD Only HALS	POCKET DIAL LCSO AND CRCC Reported at Block of 500 E E ST HALS <hr/> No Public Narrative.

Incident Information:

Description

CAD# 2023095720
TIME: 5/20/2023 10:29:39PM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 1100 W 2ND ST/CROWELL LN HALS

Operator of vehicle warned for speeding violation and fail to carry proof of insurance.

CAD# 2023095738
TIME: 5/20/2023 11:07:17PM
CASE# CAD Only
HALS
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 000 W 2ND ST/WA ST HALS

Operator of vehicle received speeding violation.

CAD# 2023096073
TIME: 5/21/2023 2:02:38PM
CASE# CAD Only
HALS
CAD CALL COMPLETE

CIVIL DISPUTE REPORT Reported at Block of 400 E 2ND ST HALS

Civil issue between male and female. Deputy spoke with both parties and advised steps to take. Non criminal.

CAD# 2023096334
TIME: 5/21/2023 8:30:28PM
CASE# CAD Only
HALS
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 400 E 2ND ST HALS

Caller reporting civil dispute. Non-criminal

CAD# 2023096527
TIME: 5/22/2023 4:39:20AM
CASE# CAD Only
HALS
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 1400 W 2ND ST/W O ST HALS

Operator warned for speeding

CAD# 2023096969
TIME: 5/22/2023 4:36:12PM
CASE# CAD Only
HALS

POCKET DIAL LCSO AND CRCC Reported at Block of 400 W L ST HALS

No Public Narrative.

Incident Information:	Description
CAD# 2023097352 TIME: 5/23/2023 7:36:11AM CASE# CAD Only HALS WARNING MOVING VIOLATIC	TRAFFIC STOP Reported at Block of 200 W 2ND ST/W C ST HALS <hr/> Warning for moving violation in regards to passing a flagger stopping traffic. In the driver's defense, deputy witnessed the flagger turn the sign at the last minute.
CAD# 2023098354 TIME: 5/24/2023 1:48:01PM CASE# CAD Only HALS	POCKET DIAL LCSO AND CRCC Reported at Block of 200 W D ST HALS <hr/>
CAD# 2023098955 TIME: 5/25/2023 10:34:42AM CASE# CAD Only HALS WARNING EQUIPMENT VIOL	TRAFFIC STOP Reported at Block of 600 W 2ND ST/W G ST HALS <hr/> Operator warned for equipment violation.
CAD# 2023099250 TIME: 5/25/2023 3:53:18PM CASE# 2302051 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: INFORMATION ONLY REPORT Reported At Block Of 400 E 2ND ST Occurred between 1553 hours on 5/25/2023 and 1553 hours on 5/25/2023 <hr/>
CAD# 2023099514 TIME: 5/25/2023 10:26:35PM CASE# CAD Only HALS CAD CALL COMPLETE	PHONE HARASSMENT Reported at Block of 300 W O ST HALS <hr/> Caller reports suspicious text messages. Deputy contacts caller who reports the messages are not threatening, just suspicious and requests the information they provided be documented. Caller informs Deputy they have blocked the number from contacting them in the future.
CAD# 2023101950 TIME: 5/29/2023 12:42:02AM CASE# CAD Only HALS HALSEY	NOISE DISTURBANCE Reported at Block of 700 PUFFIN ST HALS <hr/> Deputies responded to noise complaint

Incident Information:	Description
CAD# 2023103016 TIME: 5/30/2023 12:58:51PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 600 W 2ND ST/W G ST HALS <hr/> Extra patrol request.
CAD# 2023103337 TIME: 5/30/2023 8:09:45PM CASE# CAD Only HALS CAD CALL COMPLETE	FOLLOW UP Reported at Block of 800 CENTENNIAL CT HALS <hr/> No Public Narrative.

J. REPORTS TO COUNCIL

1. Employee Reports		
a. City Administrator Report		
Council Action:	NONE	June 13, 2023

1. RARE Program 2023-2024

The Position Description was submitted on June 2nd. The interviews for next year's RARE member will be held during the week of June 26th.

2. Georgia Pacific Donation

The Georgia Pacific Mill is donating \$500 to the Halsey City Library. GP has consistently and generously donated to help support the library ever since it was opened in 2015.

3. City Wide Garage Sale

We received positive feedback on the change in dates for the City-Wide Garage Sale. The weather was much better this year and it seemed like a very successful event. Unless Council objects, we will keep the June dates for garage sale and cleanup day moving forward.

4. Summer BBQ Movie Night

The Summer BBQ and Movie Night will be on Friday, August 18th this year. The Halsey Shedd RFPD is cooking for us again and the city is providing the food. This year's movie is Luca. Other than the hotdogs and hamburgers, and watermelon, all the food will be shelf stable so that any extras can be donated to Sharing Hands.

5. Summer Reading Program

If you have kids, or know families that do, please remember to sign up for the Summer Reading Program at the library. It is a really fun line-up of events this year, including an origami workshop, a traveling rock museum, and puppets.

6. OSU Extension Food Preservation Workshops

Jenny Gilbert from the OSU Extension Service will be doing a series of workshops in the Community Center. The cost for each is \$10, which covers the cost of materials. If she is able to get food donated for a particular class she may be able to wave the fee for that class. If you are interested, please sign up! And please help spread the word. The better attendance we have at workshops like this, the easier it is to get more of them to come here. Please see the attached flyer for dates. If you want extra copies to distribute, please let us know.

7. OPRD Grant Presentation

Julia and I will have the opportunity to present our park project to the OPRD committee that awards grants on Monday, June 26th.

8. Utility Project Funding Update

- *Direct Capital Funding Request (Well)* – I was contacted by a staff person working for Ways & Means who wanted to know if our project would create Housing. I had a conversation with her about the other constraints impacting our ability to create Housing in Halsey. I told her we need the well to protect the housing we already have. I am concerned that any project that has a housing component linked to it will be prioritized above ours.

- *DEQ Planning Loan* – The DEQ Planning Loan for the Waste Water Facilities Plan is completed and we should receive a loan agreement later in June. This loan "might qualify for 100% loan forgiveness."

- *DEQ Construction Loan (I&I)* -- The application process is moving into its final phase. They requested two additional submissions. I do not yet have the details of the loan terms.



Oregon State University
Extension Service

OSU EXTENSION SERVICE PRESENTS
FOOD PRESERVATION WORKSHOPS
HALSEY COMMUNITY CENTER

June 21 Water bath fruits, 6pm \$10

July 18 Pickle Class, 6pm \$10

July 20 Canner gauge testing, 7 pm free

Aug 12 Pressure Canning, 9am \$10

Aug 24 Salsa Class, 6pm \$10

- **WORKSHOPS LIMITED TO 15 PEOPLE**
- **RESERVE YOUR SPOT EARLY BY CALLING HALSEY CITY HALL 541-369-2522**
- **CHECKS PAYABLE TO OSU EXTENSION OR CASH**

J. REPORTS TO COUNCIL

1. Employee Reports		
b. Public Works Department		
Council Action:	NONE	June 13, 2023

Water Distribution

Water Produced for May 2023	2,321,000 Gallons
Average use per day:	75,000 Gallons

Wastewater Collection

Wastewater collected for May 2023	2,247,000 Gallons
Average collected per day:	72,000 Gallons

Water:

An ODOT contractor ran over an irrigation box with a faucet in it creating a leak, we relocated the faucet and valve box north of city hall.

We had an on-site meeting with GSI water solutions for new well at the city shop, gathering well location and system mapping.

Sewer:

We sprayed, did a 2nd herbicide and pond dye application at the lagoon.

Streets:

Spraying and mowing

Picking up tall grass clipping in different areas in town making it easier to mow.

Continuing helping with the ODOT project

Installed 2 new stop signs

City hall:

We ran a USB cable from the front desk monitor to the back-office router.

Park:

We helped with the new tree planting

Vehicle Maintenance:

The service truck had issues this month, starting with an engine light on, code reader indicated a miss fire on #6 cylinder, we changed the spark plug, coil and O2 sensor with no luck, tested the compression, which was good. We feel confident a new fuel injector will fix the problem.

The other issue was the brakes started dragging, looking into what could be the cause, we replaced the master cylinder which fixed the problem.

J. REPORTS TO COUNCIL

1. Employee Reports	
c. Library	
Council Action:	NONE June 13, 2023

Circulation for May		Total Circulation since opening (Aug. 2015)	11,550
Fiction	52		
Non-Fiction	24	Total Number of Patrons to Date	577
Total	76		
Cities Represented in Circulation		Total Number of items in collection	4597
Halsey	71		
Shedd	0	Avg. Daily Threshold Count since opening	6.09
Springfield	3	Average Daily Threshold Count for May	4.82
Sweet Home	2		
Value of Inventory Through April			
Fiction	\$49,202.23		
Non-Fiction	\$33,468.19	Books added to inventory in May	25
Total	\$82,670.42		

Updates

The daily threshold count was about 4.82 patrons per day. 106 patrons came into the library in May. This is a little less than last month, but not by much. 2 new patrons signed up for library cards in May.

I have continued to order new books, since we have money left in our budget and the fiscal year is starting over soon. I am still prioritizing growing the everyone/picture books and adult fiction sections. I am very interested in getting a new bookshelf built, so that we can expand our adult non-fiction section, which is very popular.

I am currently ramping up for the 2023 Summer Reading Program. I have almost everything ready to go, so now I'm focusing on spreading the word and encouraging people to register. All the events are planned, so it should run smoothly. I will be recruiting volunteers for SRP this month. Four presenters are coming, and there will be prizes both weekly and for the top readers at the end of the program. SRP will take place on 7/8, 7/15, 7/22, and 7/28. Everything purchased for the program came out of the Ready to Read and the iRead grants.

K. NEW BUSINESS

1. Councilor McMillen's Resignation		
Council Action:	MOTION	June 13, 2023

Issue Statement: Councilor Randy McMillen has resigned.

Summary:

Councilor McMillen has served the city for almost 10 years, first as an employee and then as a Councilor. His knowledge and insight on Council will be missed.

Councilor McMillen's resignation creates a vacancy on the City Council.

The Council needs to declare the vacancy. City staff will post the vacancy, and anyone interested can apply by filling out an application. Council will then review those applications at an upcoming City Council Meeting and may appoint a replacement.

- **Possible Motion:** I move that the Governing Body of the City of Halsey declare the City Councilor position that has been held by Councilor McMillen to be vacant.
 - **Council Options**
 1. **Declare a vacancy**
 2. **Delay declaration**
 3. **Provide further direction to staff.**

Hilary Norton

From: Randy McMillen
Sent: Friday, May 19, 2023 12:53 PM
To: Hilary Norton
Subject: Good afternoon

After nearly 10 years of service to the City in both the capacity as staff and as councilor, I've decided it's time to step away. I no longer have the time to fit City things into my after work schedule and I've lost the drive to try and cram City business in when I do find some true free time. I feel like I'm doing the City a disservice attempting to continue at the capacity that I have been and the Halsey residents deserve better. Along with a multitude of other reasons that I have, including the up and coming house bills that I cannot and will not, in good faith, vote yes on, it's best that I just close this chapter of my life.

All things considered; I greatly appreciate all the opportunities I've been given with the City. I wouldn't be where I am today without the skills and knowledge I have gained and I am truly grateful.

All the best,
Randy

Sent from Mail for Windows

K. NEW BUSINESS

2. 2023-2024 Wage Scale		
Council Action:	MOTION	June 13, 2023

Issue Statement: The Council is asked to approve the 2023-2024 Wage Scale.

Summary: The wage scale includes a 5% COLA increase and has been included in the FY 2023-2024 Budget. The proposed 2023-2024 Wage Scale is attached.

- The 2023 CPI (Consumer Price Index) is 6.3%. The CPI is considered when setting the wage scale for the upcoming year.
- The proposed 5% increase is included in the proposed FY 2023-2024 Budget.
- The COLA does not apply to the City Administrator.
- COLAs allow the city to remain competitive with other, similar positions as minimum wage and cost of living increase. This promotes longevity of skilled staff, limits errors, reduces turnover, and limits transition costs.
- The wage scale also includes temporary positions that can be used if needed to cover paid family leaves.

➤ **Possible Motion:** I recommend that the Governing Body of the City of Halsey approve the 2023-2024 Wage Scale as submitted.

- **Council Options**
 1. Approve as recommended
 2. Approve with amendments
 3. Provide further direction to staff
 4. Deny request

CITY OF HALSEY 2023-2024 WAGE SCALE

CLASSIFICATION	1	2	3	4	5	6	7	8	9	10 LGVTY
ASST. CITY RECORDER	21.13	21.56	22.22	22.88	23.56	24.26	25.00	25.76	26.52	27.34
(36 HOURS/WK)	3296.91	3364.10	3465.69	3568.92	3675.43	3785.22	3899.93	4017.91	4137.53	4265.34
	39562.94	40369.14	41588.28	42827.08	44105.20	45422.66	46799.10	48214.87	49650.31	51184.06
PART TIME MUNICIPAL CLERK	16.89	17.23	17.57	17.92	18.29	18.83	19.21	19.59	19.79	20.19
(20 HOURS/WK)	1463.84	1492.97	1523.01	1553.05	1584.91	1632.02	1665.12	1698.22	1715.09	1749.69
	17566.05	17915.62	18276.12	18636.62	19018.96	19584.29	19981.49	20378.69	20581.12	20996.24
PART TIME LIBRARIAN	16.89	17.23	17.57	17.92	18.29	18.83	19.21	19.59	19.79	20.19
(20 HOURS/WK)	1463.84	1492.97	1523.01	1553.05	1584.91	1632.02	1665.12	1698.22	1715.09	1749.69
	17566.05	17915.62	18276.12	18636.62	19018.96	19584.29	19981.49	20378.69	20581.12	20996.24
TEMP Admin Assistant	21.13	21.56	22.22	22.88	23.56	24.26	25.00	25.76	26.52	27.34
(36 HOURS/WK)	3663.23	3737.88	3850.77	3965.47	4083.82	4205.80	4333.25	4464.34	4597.25	4739.26
	43958.82	44854.60	46209.20	47585.64	49005.78	50469.62	51999.00	53572.08	55167.01	56871.18
TEMP Clerk	16.89	17.23	17.57	17.92	18.29	18.83	19.21	19.59	19.79	20.19
(20 HOURS/WK)	1463.84	1492.97	1523.01	1553.05	1584.91	1632.02	1665.12	1698.22	1715.09	1749.69
	17566.05	17915.62	18276.12	18636.62	19018.96	19584.29	19981.49	20378.69	20581.12	20996.24
LEAD UTILITY PLANT OPERATOR	27.98	28.54	29.12	29.69	30.29	30.89	31.51	32.14	32.78	33.44
	4850.33	4946.82	5046.96	5147.10	5250.88	5354.66	5462.08	5571.32	5682.38	5797.09
	58203.92	59361.89	60563.54	61765.20	63010.55	64255.91	65544.96	66855.86	68188.61	69565.05
UTILITY WORKER I	18.94	19.51	20.08	20.69	21.30	21.94	22.60	23.29	23.97	24.69
	3282.66	3381.80	3480.95	3585.50	3691.86	3803.63	3917.19	4036.17	4155.15	4279.53
	39391.87	40581.63	41771.39	43026.05	44302.34	45643.52	47006.34	48434.05	49861.76	51354.37
TEMP UTILITY WORKER	18.94	19.51	20.08	20.69	21.30	21.94	22.60	23.29	23.97	24.69
	3282.66	3381.80	3480.95	3585.50	3691.86	3803.63	3917.19	4036.17	4155.15	4279.53
	39391.87	40581.63	41771.39	43026.05	44302.34	45643.52	47006.34	48434.05	49861.76	51354.37

Longevity Pay: After serving eight (8) consecutive years at the City and at least two (2) years on Step 10, the employee will be awarded a 1.0% longevity pay increase starting the following fiscal year. After serving for (5) additional years, the employee will be awarded a 1.25% longevity pay increase starting the next fiscal year.

Mayor

Date

L. ORDINANCES & RESOLUTIONS

1. RESOLUTION 2023-724 – A Resolution of the City of Halsey Adopting the Budget for the 2023-24 Fiscal Year and Imposing the Tax Rate of 5.6014 per \$1,000 and \$55,761 for Bonded Debt		
Council Action:	<i>MOTION</i>	June 13, 2023

Issue Statement: Council must adopt a Resolution for appropriations of funds and imposing the tax for the 2023-2024 Fiscal Year.

Summary: The approved FY 2023-2024 Budget is submitted to the Council for consideration and adoption.

The proposed FY 2023-2024 Budget was approved by the Budget Committee in the public meeting held on April 25, 2023.

The budget must be adopted on or before June 30, 2023. Council can modify the approved budget up to 10% in any one fund, but any change larger than that must be referred back to the Budget Committee. If Council does not adopt the Budget in this meeting, Council should schedule a special meeting to reconvene to adopt the Budget prior to June 30th.

- **Possible Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2023-724 – A Resolution Adopting the Budget for the 2023-2024 Fiscal Year and Imposing the Tax Rate of 5.6014 per \$1,000 and \$55,761 for Bonded Debt

Council Options:

- 1. Approve as recommended**
- 2. Approve with amendments**
- 3. Provide further direction to staff**
- 4. Schedule a 2nd June Meeting**



RESOLUTION 2023-724

A RESOLUTION OF THE CITY OF HALSEY ADOPTING THE BUDGET FOR THE 2023-2024 FISCAL YEAR AND IMPOSING THE TAX RATE OF 5.6014 PER \$1000 AND \$55,761 FOR BONDED DEBT

BE IT RESOLVED that the City Council for the City of Halsey, Linn County, Oregon hereby adopts the Budget for the 2023-2024 Fiscal Year in the amount of \$4,202,268 now on file at the City Hall, and:

BE IT FURTHER RESOLVED that the amounts for the Fiscal Year beginning July 1, 2023 and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Administration	\$586,150
Library	\$52,560
Parks	\$11,720
<u>Not Allocated:</u>	
Operating Contingency	\$20,000
Transfer to Other Funds	\$12,000
FUND TOTAL	\$682,430

WATER FUND

Water	\$835,800
<u>Not Allocated:</u>	
Operating Contingency	\$30,000
Transfer to Other Funds	\$34,000
FUND TOTAL	\$899,800

STREET FUND

Streets Department	\$231,500
<u>Not Allocated:</u>	
Operating Contingency	\$30,000
Transfer to Other Funds	\$4,000
FUND TOTAL	\$265,500

SEWER FUND

Sewer Department	\$730,500
<u>Not Allocated:</u>	
Operating Contingency	\$30,000
Transfer to Other Funds	\$34,000
FUND TOTAL	\$794,500

LIBRARY FUND

Library	\$14,350
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Not Allocated:

Operating Contingency	\$2,000
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FUND TOTAL	\$16,350
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STORM WATER DRAINAGE FUND

Storm Water	\$33,600
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FUND TOTAL	\$33,600
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HALSEY CITY PARK FUND

Parks	\$118,100
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Not Allocated:

FUND TOTAL	\$118,100
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VETERANS MEMORIAL PARK FUND

Parks	\$4,600
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FUND TOTAL	\$4,600
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STREET & PATHWAY FUND

Streets	\$70,000
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FUND TOTAL	\$70,000
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WATER RESERVE FUND

Water	\$300,000
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FUND TOTAL	\$300,000
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BOND FUND

Water/Debt Service	\$54,544
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FUND TOTAL	\$54,544
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SEWER RESERVE FUND

Sewer	\$150,000
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FUND TOTAL	\$150,000
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STORM WATER BLUE HERON FUND

Storm Water	\$12,500
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Not Allocated:

Operating Contingency	\$5,000
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FUND TOTAL	\$17,500
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SEWER SDC FUND

Sewer	\$30,000
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FUND TOTAL	\$30,000
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TOTAL APPROPRIATIONS	\$3,436,924
TOTAL UNAPPROPRIATED AND RESERVE AMOUNTS	\$765,344

BE IT FURTHER RESOLVED that the City Council for the City of Halsey, Linn County, Oregon, hereby imposes the taxes provided for in the adopted budget in the aggregate rate of 5.6014 per \$1000, and in the amount of \$55,761 for bonds; and that these taxes are hereby imposed and categorized for tax year 2023-2024 upon the assessed value of all taxable property within the city.

	GENERAL GOVERNMENT	EXCLUDED FROM LIMITATION
PERMANENT RATE	\$5.6014/\$1000	-0-
GENERAL OBLIGATION BOND	-0-	\$ 55,761
		EXCLUDED FROM MEASURE 5 LIMITATION

DATED this 13TH day of June, 2023.

Jerry Lachenbruch, Mayor

Michelle Isom, Council President

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(10) GENERAL FUND							
REVENUE							
10-000-40-100	Beginning Cash Estimate	.00	.00	405,000.00	.00	265,000.00	265,000.00
10-000-40-101	Current Taxes	333,962.66	350,079.73	336,000.00	361,907.66	362,000.00	362,000.00
10-000-40-102	Prior Taxes	8,719.95	7,005.79	6,000.00	4,643.14	5,850.00	5,850.00
10-000-40-151	Cigarette Tax Apportionm/Other	899.71	809.33	700.00	646.60	800.00	800.00
10-000-40-152	OLCC Tax Apportionment/Other	18,285.62	17,800.23	18,000.00	17,486.15	18,000.00	18,000.00
10-000-40-153	State Rev Sharing/Other Taxes	11,235.25	11,343.87	10,000.00	11,541.97	11,000.00	11,000.00
10-000-40-154	AT&T Property Tax	1,248.26	1,242.02	1,250.00	1,244.41	1,250.00	1,250.00
10-000-40-201	PP&L Franchise Fee	26,168.24	25,878.96	25,000.00	24,420.79	25,000.00	25,000.00
10-000-40-202	R.T.I. Phone Franchise Fee	1,122.40	1,082.60	1,100.00	.00	1,000.00	1,000.00
10-000-40-204	NW Natural Gas Franchise Fee	7,787.91	8,254.38	8,000.00	9,461.54	9,000.00	9,000.00
10-000-40-205	Zayo Franchise Fee	6,000.00	3,000.00	3,000.00	.00	3,000.00	3,000.00
10-000-40-210	911 Revenues	.00	.00	.00	.00	.00	.00
10-000-40-250	Municipal Fines	2,209.59	1,739.13	1,500.00	1,173.50	1,000.00	1,000.00
10-000-40-300	AT&T Tower Lease	20,912.46	19,639.31	20,000.00	21,990.98	21,000.00	21,000.00
10-000-40-351	Office Svcs/Misc Inc	12.25	72.25	50.00	161.60	100.00	100.00
10-000-40-353	Notary Svcs/Misc Inc	230.00	110.00	50.00	170.00	130.00	130.00
10-000-40-355	Lien Search Fees/Misc Inc	670.00	640.00	500.00	460.75	400.00	400.00
10-000-40-356	Misc Admin Fee/Misc Inc	166.65	3,227.59	1,000.00	1,065.96	600.00	600.00
10-000-40-358	Election Fees/Misc Inc	.00	.00	50.00	40.00	.00	.00
10-000-40-360	Cust Reimb-Linn Cty/ODOT/DEQ	.00	.00	.00	.00	.00	.00
10-000-40-361	Cust Reimb-Admin/Misc Income	.00	.00	.00	.00	.00	.00
10-000-40-400	Sale of Assets	20.00	20.00	.00	.00	.00	.00
10-000-40-451	Permit Fees	12,312.63	2,134.21	20,000.00	7,618.11	10,000.00	10,000.00
10-000-40-454	Planning Review Fees	2,218.50	3,318.00	4,000.00	450.00	4,000.00	4,000.00
10-000-40-455	Planning Review Fee	.00	.00	.00	.00	.00	.00
10-000-40-456	Business License Fees	50.00	50.00	.00	50.00	.00	.00
10-000-40-458	City License and Permit Fees	.00	.00	.00	.00	.00	.00
10-000-40-459	EV Charge Station	.00	.00	500.00	.00	500.00	500.00
10-000-40-650	Interest on Investments	2,253.99	2,336.31	1,800.00	9,380.15	6,000.00	6,000.00
10-000-40-702	DLCD Tech Assist Grant/Grants	.00	.00	1,000.00	.00	.00	.00
10-000-40-705	Grants	29,592.45	157,156.07	121,000.00	116,118.51	16,000.00	16,000.00
10-000-40-735	Cmty Ctr Reservation/Deposits	720.00	1,120.00	600.00	1,125.00	800.00	800.00
Total REVENUE:		486,798.52	618,059.78	986,100.00	591,156.82	762,430.00	762,430.00
TRANSFERRED FROM OTHER FUNDS							
10-000-48-801	Transferred from Other Funds	.00	.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	.00	.00	.00	.00	.00
ADMINISTRATION							
PERSONNEL SERVICES							
10-110-50-5100	Payroll	83,040.15	85,527.01	112,000.00	87,694.38	128,000.00	128,000.00
10-110-50-5201	FICA Taxes	5,105.48	5,269.63	7,000.00	5,388.12	8,000.00	8,000.00
10-110-50-5202	Medicare Taxes	1,193.97	1,232.48	1,500.00	1,260.16	2,000.00	2,000.00
10-110-50-5203	State Unemployment Taxes	865.36	982.48	1,600.00	504.57	2,000.00	2,000.00
10-110-50-5204	Workers Compensation Taxes	33.86	34.43	400.00	31.56	100.00	100.00
10-110-50-5205	Paid Family Leave	.00	.00	.00	92.98	300.00	300.00
10-110-50-5300	Employee Health Insurance	36,853.81	33,439.29	38,000.00	26,848.91	38,000.00	38,000.00
10-110-50-5401	PERS Retirement-Employee	4,858.17	4,921.41	7,000.00	5,245.59	8,000.00	8,000.00
10-110-50-5402	PERS Retirement-Employer	10,212.55	14,366.07	17,000.00	15,094.13	20,000.00	20,000.00
10-110-50-5403	PERS Soc Secur Revolving Acct	.00	.00	.00	.00	.00	.00
10-110-50-5450	Council Fees	.00	.00	.00	.00	.00	.00
10-110-50-5500	457b	.00	.00	.00	1,184.15	1,300.00	1,300.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
Total PERSONNEL SERVICES:		142,163.35	145,772.80	184,500.00	143,344.55	207,700.00	207,700.00
MATERIALS AND SERVICES							
10-110-55-5541	Council/Miscellaneous Expense	612.87	954.22	1,200.00	2,155.42	1,500.00	1,500.00
10-110-55-5542	City Hall/Miscellaneous Exp	1,866.67	2,170.96	2,500.00	1,196.49	2,000.00	2,000.00
10-110-55-5543	Public Works/Miscellaneous Exp	33.63	.00	.00	.00	.00	.00
10-110-55-5545	Bank Fees/Misc Expense	840.38	1,667.04	4,200.00	1,256.61	3,900.00	3,900.00
10-110-55-5546	Abatement/Miscellaneous Exp	.00	.00	.00	.00	.00	.00
10-110-55-5551	Officer Bond	1,170.00	1,170.00	1,200.00	1,170.00	1,200.00	1,200.00
10-110-55-5561	Building Permits	23,628.95	1,834.73	20,000.00	4,508.84	10,000.00	10,000.00
10-110-55-5563	Mechanical/Plumbing/Bldg Perm	.00	.00	.00	.00	.00	.00
10-110-55-5570	Street Lights	15,508.01	13,956.34	18,000.00	12,828.83	16,000.00	16,000.00
10-110-55-5580	Liability Insurance	20,590.44	23,190.46	25,000.00	27,099.31	29,000.00	29,000.00
10-110-55-5590	Workers Compensation Insurance	8,818.41	2,179.86	5,000.00	2,126.38	3,000.00	3,000.00
10-110-55-5606	PW Supplies/Oper Mat & Sup	549.22	1,023.42	1,200.00	1,184.82	1,300.00	1,300.00
10-110-55-5609	Council/Oper Mat & Supply	56.49	493.35	1,000.00	220.14	1,000.00	1,000.00
10-110-55-5610	Postage/Bulk Mail/Op Mat & Sup	4,073.57	4,031.50	4,000.00	2,045.61	2,000.00	2,000.00
10-110-55-5611	Printing Costs/Oper Mat & Sup	141.07	1,098.87	1,000.00	218.40	500.00	500.00
10-110-55-5615	Fuel/Propane/Oper Matls & Sply	1,069.13	1,845.76	2,000.00	2,099.11	2,200.00	2,200.00
10-110-55-5616	Office/Oper Mat & Supp	2,277.05	2,599.13	3,000.00	2,098.32	2,800.00	2,800.00
10-110-55-5619	Kitchen/Oper Mat & Sply	700.00	1,151.93	2,000.00	1,205.10	500.00	500.00
10-110-55-5622	Cust Planning Exp/Planning Exp	3,770.75	3,326.09	4,000.00	465.18	4,000.00	4,000.00
10-110-55-5623	Planning Expense	1,912.50	3,324.95	4,000.00	337.50	4,000.00	4,000.00
10-110-55-5641	Elderly Nutrition Program/Lin	.00	1,500.00	1,000.00	500.00	500.00	500.00
10-110-55-5645	Sheriff's Contract	63,063.00	65,241.00	74,000.00	68,506.00	72,000.00	72,000.00
10-110-55-5647	Property Tax-Cell Tower	1,248.26	1,242.02	1,300.00	1,244.41	1,250.00	1,250.00
10-110-55-5648	Municipal Judge Contract	3,600.00	3,600.00	3,600.00	3,300.00	3,600.00	3,600.00
10-110-55-5662	Telecommunications	3,026.86	3,188.88	3,500.00	2,099.11	3,000.00	3,000.00
10-110-55-5671	Northwest Natural Gas	558.59	2,422.04	1,000.00	656.23	1,000.00	1,000.00
10-110-55-5672	Pacific Power & Light	2,672.33	2,660.39	4,000.00	3,114.93	3,500.00	3,500.00
10-110-55-5675	EV Charge Station	.00	.00	500.00	.00	500.00	500.00
10-110-55-5680	Maintenance/Cleaning-Building	13,190.01	15,327.06	14,000.00	11,082.18	15,000.00	15,000.00
10-110-55-5689	Elevator Maint/Maint-Equipment	654.92	4,430.60	1,000.00	1,284.22	1,800.00	1,800.00
10-110-55-5690	Vehicle/Maint-Equip	373.65	183.93	500.00	255.43	500.00	500.00
10-110-55-5691	Heavy Equip/Maintenance-Equip	3,288.00	1,032.58	2,000.00	889.97	1,500.00	1,500.00
10-110-55-5700	Fire Extinguisher/Maint-Equip	671.62	88.88	100.00	143.38	100.00	100.00
10-110-55-5702	Copier/Maintenance-Equipment	2,351.40	2,238.17	2,500.00	2,031.27	2,300.00	2,300.00
10-110-55-5705	Office Equip/Maintenance Equip	.00	515.72	500.00	.00	500.00	500.00
10-110-55-5721	Legal Fees	6,098.00	4,300.00	6,000.00	6,361.50	7,500.00	7,500.00
10-110-55-5725	Municipal Code Update	930.95	350.00	1,000.00	1,394.45	1,500.00	1,500.00
10-110-55-5726	Website Hosting & Support	.00	.00	2,000.00	1,900.00	2,000.00	2,000.00
10-110-55-5731	Organization Dues	3,657.18	4,034.59	4,000.00	4,557.73	4,500.00	4,500.00
10-110-55-5741	Publishing Fees	2,073.12	1,971.72	2,000.00	526.46	1,500.00	1,500.00
10-110-55-5750	Education/Training Expense	1,765.99	134.75	3,000.00	1,073.87	2,000.00	2,000.00
10-110-55-5760	Travel/Meeting Expense	713.61	1,345.44	2,000.00	2,315.53	2,000.00	2,000.00
10-110-55-5765	IT Hardware	.00	.00	.00	.00	4,000.00	4,000.00
10-110-55-5770	Computer Software/Support	38,489.46	36,632.83	30,000.00	21,553.38	20,000.00	20,000.00
10-110-55-5771	Security System/Annual/Support	908.52	1,617.57	1,200.00	2,085.81	1,800.00	1,800.00
10-110-55-5775	Auditing and Filing Fees	17,200.00	17,750.00	18,000.00	19,150.00	20,000.00	20,000.00
10-110-55-5793	Engineering Fees	3,460.00	.00	2,000.00	.00	.00	.00
10-110-55-5820	DLCD Tech Assistance Grant	.00	.00	.00	.00	.00	.00
10-110-55-5840	Bad Debt Expense	.00	.00	.00	.00	.00	.00
10-110-55-5885	Cmnty Cntr Deposit Refunds	.00	75.00	600.00	165.00	200.00	200.00
10-110-55-5890	Council Reimbursement	2,100.00	2,025.00	2,100.00	2,050.00	2,100.00	2,100.00
10-110-55-5891	Economic Development	2,000.00	13,663.77	4,000.00	725.02	4,000.00	4,000.00
10-110-55-5892	Community Development	50.00	1,752.54	3,000.00	2,997.47	3,000.00	3,000.00
10-110-55-5893	Community Partner Donations	11,419.25	11,901.56	2,000.00	2,277.55	1,000.00	1,000.00
10-110-55-5905	Landscaping	.00	.00	.00	.00	15,000.00	15,000.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
10-110-55-5910	Contracts/Professional Service	836.46	20,875.00	43,000.00	28,140.00	33,400.00	33,400.00
10-110-55-5920	Special Projects	.00	6,534.00	20,000.00	.00	15,000.00	15,000.00
Total MATERIALS AND SERVICES:		274,020.32	294,653.65	354,700.00	254,596.96	332,450.00	332,450.00
CAPITAL OUTLAY							
10-110-60-6001	Equipment/Capital Outlay	5,982.46	.00	.00	.00	.00	.00
10-110-60-6015	Capital Outlay	13,556.97	1,143.82	16,000.00	2,000.00	11,000.00	11,000.00
10-110-60-6016	City Hall Improvements	20,883.65	15,841.97	20,000.00	21,908.61	35,000.00	35,000.00
Total CAPITAL OUTLAY:		40,423.08	16,985.79	36,000.00	23,908.61	46,000.00	46,000.00
LIBRARY							
PERSONNEL SERVICES							
10-410-50-5100	Payroll	13,041.98	14,125.46	28,000.00	19,258.94	32,500.00	32,500.00
10-410-50-5201	FICA Taxes	808.61	875.76	1,500.00	1,194.06	1,700.00	1,700.00
10-410-50-5202	Medicare Taxes	189.12	204.83	500.00	279.27	800.00	800.00
10-410-50-5203	State Unemployment Taxes	157.52	207.96	200.00	153.90	300.00	300.00
10-410-50-5204	Workers Compensation Taxes	10.34	9.80	50.00	11.80	60.00	60.00
10-410-50-5205	Paid Family Leave	.00	.00	.00	23.88	150.00	150.00
10-410-50-5300	Employee Health Insurance	621.70	147.05	11,000.00	2,261.78	12,000.00	12,000.00
10-410-50-5401	PERS Retirement-Employee	782.52	542.28	1,200.00	850.79	1,500.00	1,500.00
10-410-50-5402	PERS-Retirement-Employer	1,704.58	1,506.64	3,200.00	2,288.97	3,500.00	3,500.00
10-410-50-5500	457b	.00	.00	.00	.00	50.00	50.00
Total PERSONNEL SERVICES:		17,316.37	17,619.78	45,650.00	26,323.39	52,560.00	52,560.00
PARKS							
PERSONNEL SERVICES							
10-510-50-5100	Payroll	4,577.45	4,577.47	6,500.00	4,514.61	7,100.00	7,100.00
10-510-50-5201	FICA Taxes	280.14	281.58	500.00	277.57	500.00	500.00
10-510-50-5202	Medicare Taxes	65.58	65.85	100.00	64.89	100.00	100.00
10-510-50-5203	State Unemployment Taxes	43.33	50.53	100.00	25.78	150.00	150.00
10-510-50-5204	Workers Compensation Taxes	1.84	1.84	50.00	1.62	10.00	10.00
10-510-50-5205	Paid Family Leave	.00	.00	.00	4.79	10.00	10.00
10-510-50-5300	Employee Health Insurance	1,835.36	1,883.56	2,300.00	1,701.23	2,100.00	2,100.00
10-510-50-5401	PERS Retirement-Employee	262.63	261.32	500.00	270.83	500.00	500.00
10-510-50-5402	PERS Retirement-Employer	650.15	775.36	1,200.00	800.12	1,200.00	1,200.00
10-510-50-5500	457b	.00	.00	.00	31.13	50.00	50.00
Total PERSONNEL SERVICES:		7,716.48	7,897.51	11,250.00	7,692.57	11,720.00	11,720.00
UNALLOCATED							
OPERATING CONTINGENCY							
10-999-75-7501	Operating Contingency	.00	.00	30,000.00	.00	20,000.00	20,000.00
Total OPERATING CONTINGENCY:		.00	.00	30,000.00	.00	20,000.00	20,000.00
TRANSFER TO OTHER FUNDS							
10-999-80-8010	Transfer to Street Fund	.00	.00	.00	.00	.00	.00
10-999-80-8015	Transfer to Park Fund	2,000.00	1,000.00	3,000.00	3,000.00	3,000.00	3,000.00
10-999-80-8020	Transfer to Vehicle & Equip	.00	4,000.00	4,000.00	4,000.00	.00	.00
10-999-80-8040	Transfer to Vet. Memorial Fund	.00	.00	.00	.00	.00	.00
10-999-80-8050	Transfer to Water Fund	.00	5,000.00	200,000.00	200,000.00	.00	.00
10-999-80-8060	Transfer to Sewer Fund	.00	5,000.00	.00	.00	.00	.00
10-999-80-8065	Transfer to Sidewalk/Pathway	.00	.00	.00	.00	.00	.00
10-999-80-8070	Transfer to Stormwater BH	.00	.00	.00	.00	.00	.00
10-999-80-8080	Transfer to Stormwater Fund	12,000.00	10,000.00	12,000.00	12,000.00	4,000.00	4,000.00
10-999-80-8090	Transfer to Library Fund	4,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
Total TRANSFER TO OTHER FUNDS:		18,000.00	30,000.00	224,000.00	224,000.00	12,000.00	12,000.00
UNAPPROPRIATED ENDING FUND BAL							
10-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	100,000.00	.00	80,000.00	80,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	100,000.00	.00	80,000.00	80,000.00
(10) GENERAL FUND Revenue Total:		486,798.52	618,059.78	986,100.00	591,156.82	762,430.00	762,430.00
(10) GENERAL FUND Expenditure Total:		499,639.60	512,929.53	986,100.00	679,866.08	762,430.00	762,430.00
Net Total (10) GENERAL FUND:		12,841.08-	105,130.25	.00	88,709.26-	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
VEHICLE & EQUIP RESERVE							
REVENUE							
18-000-40-100	Beginning Cash Estimate	.00	.00	16,000.00	.00	31,600.00	31,600.00
18-000-40-650	Interest on Investments	.00	65.62	.00	698.62	600.00	600.00
Total REVENUE:		.00	65.62	16,000.00	698.62	32,200.00	32,200.00
TRANSFERRED FROM OTHER FUNDS							
18-000-48-801	Transfer from Gen Fnd	.00	4,000.00	4,000.00	4,000.00	.00	.00
18-000-48-802	Transferred from Water Fund	.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
18-000-48-803	Transferred from Street Fund	.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
18-000-48-804	Transferred from Sewer Fund	.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
18-000-48-805	Transferred from Storm	.00	2,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	16,000.00	15,000.00	15,000.00	11,000.00	11,000.00
Class: 110							
Department: 60							
18-110-60-6001	Vehicle	.00	.00	.00	.00	.00	.00
18-110-60-6002	Equipment	.00	.00	.00	.00	.00	.00
Total Department: 60:		.00	.00	.00	.00	.00	.00
UNALLOCATED							
UNAPPROPRIATED ENDING FUND BAL							
18-999-90-9010	Reserved for Future Exp	.00	.00	31,000.00	.00	43,200.00	43,200.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	31,000.00	.00	43,200.00	43,200.00
VEHICLE & EQUIP RESERVE Revenue Total:		.00	16,065.62	31,000.00	15,698.62	43,200.00	43,200.00
VEHICLE & EQUIP RESERVE Expenditure Total:		.00	.00	31,000.00	.00	43,200.00	43,200.00
Net Total VEHICLE & EQUIP RESERVE:		.00	16,065.62	.00	15,698.62	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(20) STREET FUND							
REVENUE							
20-000-40-100	Beginning Cash Estimate	.00	.00	95,000.00	.00	130,000.00	130,000.00
20-000-40-160	ODOT Highway Tax Apportionme	67,821.95	76,013.62	70,000.00	68,581.73	75,000.00	75,000.00
20-000-40-342	Street/Drainage Reimb Charge	.00	.00	.00	.00	.00	.00
20-000-40-350	Miscellaneous Income	50.00	.00	.00	.00	.00	.00
20-000-40-600	Mowing Fees	.00	.00	.00	.00	.00	.00
20-000-40-650	Interest on Investments	793.00	414.90	500.00	3,650.99	500.00	500.00
20-000-40-655	Special Street Allotment Grant	73,241.00	95,888.35	100,000.00	.00	100,000.00	100,000.00
Total REVENUE:		141,905.95	172,316.87	265,500.00	72,232.72	305,500.00	305,500.00
TRANSFERRED FROM OTHER FUNDS							
20-000-48-801	Transferred from Other Funds	.00	.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	.00	.00	.00	.00	.00
STREETS							
PERSONNEL SERVICES							
20-210-50-5100	Payroll	19,994.88	20,558.58	28,000.00	20,841.17	30,000.00	30,000.00
20-210-50-5201	FICA Taxes	1,226.94	1,266.46	1,500.00	1,280.83	1,800.00	1,800.00
20-210-50-5202	Medicare Taxes	286.99	296.12	500.00	299.54	700.00	700.00
20-210-50-5203	State Unemployment Taxes	193.53	231.27	300.00	120.33	500.00	500.00
20-210-50-5204	Workers Compensation Taxes	8.02	8.23	50.00	7.59	80.00	80.00
20-210-50-5205	Paid Family Leave	.00	.00	.00	22.08	150.00	150.00
20-210-50-5300	Employee Health Insurance	8,170.22	8,299.56	10,000.00	7,381.59	9,500.00	9,500.00
20-210-50-5401	PERS Retirement-Employee	1,159.60	1,176.82	1,500.00	1,247.92	1,600.00	1,600.00
20-210-50-5402	PERS Retirement-Employer	2,786.19	3,430.03	4,500.00	3,625.73	5,000.00	5,000.00
20-210-50-5500	457b	.00	.00	.00	218.13	250.00	250.00
Total PERSONNEL SERVICES:		33,826.37	35,267.07	46,350.00	35,044.91	49,580.00	49,580.00
MATERIALS AND SERVICES							
20-210-55-5555	Mowing/Street Sweeping Expense	1,200.00	600.00	1,200.00	368.00	1,200.00	1,200.00
20-210-55-5565	Equipment Rental	.00	.00	1,500.00	.00	1,370.00	1,370.00
20-210-55-5601	Weed Killer/Spray/Op Mat & Sup	342.16	1,101.52	1,000.00	320.97	800.00	800.00
20-210-55-5602	Street Signs/Op Mat & Sup	7,514.75	6,236.54	6,000.00	379.56	4,000.00	4,000.00
20-210-55-5605	Ground Cover/Oper Matl & Sup	114.70	331.30	1,000.00	333.14	1,000.00	1,000.00
20-210-55-5606	PW Supplies/Oper Mat & Sup	236.18	558.59	1,200.00	620.99	1,000.00	1,000.00
20-210-55-5615	Fuel/Propane/Oper Matls & Sply	465.50	739.37	1,500.00	929.42	1,200.00	1,200.00
20-210-55-5655	Small Tools & Equipment	.00	.00	1,000.00	.00	500.00	500.00
20-210-55-5665	Maintenance Repair-Streets	6,154.34	8,460.50	10,000.00	.00	43,000.00	43,000.00
20-210-55-5690	Vehicle/Maintenance Equip	342.07	146.78	700.00	119.93	500.00	500.00
20-210-55-5691	Heavy Equip/Maintenance-Equip	4,269.80	3,520.59	4,000.00	1,279.80	3,000.00	3,000.00
20-210-55-5699	Light Equipment/Maint-Equip	.00	.00	1,000.00	.00	500.00	500.00
20-210-55-5700	Fire Extinguisher/Maint-Equip	.00	88.88	100.00	143.38	100.00	100.00
20-210-55-5702	Copier/Maintenance Equipment	286.72	260.75	600.00	247.73	400.00	400.00
20-210-55-5755	Clothing/Safety Equipment	105.29	214.84	250.00	12.27-	250.00	250.00
20-210-55-5760	Travel/Meeting Expense	.00	.00	100.00	.00	100.00	100.00
20-210-55-5791	Engineering Fees	342.08	.00	4,000.00	1,330.00	.00	.00
20-210-55-5910	Contracts/Professional Service	836.46	.00	.00	.00	20,000.00	20,000.00
Total MATERIALS AND SERVICES:		22,210.05	22,259.66	35,150.00	6,060.65	78,920.00	78,920.00
CAPITAL OUTLAY							
20-210-60-6001	Equipment	4,000.00	.00	15,000.00	2,000.00	3,000.00	3,000.00
20-210-60-6002	Construction	83,444.00	94,988.35	100,000.00	9,207.07	100,000.00	100,000.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
Total CAPITAL OUTLAY:		87,444.00	94,988.35	115,000.00	11,207.07	103,000.00	103,000.00
UNALLOCATED							
OPERATING CONTINGENCY							
20-999-75-7501	Operating Contingency	.00	.00	20,000.00	.00	30,000.00	30,000.00
Total OPERATING CONTINGENCY:		.00	.00	20,000.00	.00	30,000.00	30,000.00
TRANSFER TO OTHER FUNDS							
20-999-80-8010	Transfer to Vehicle & Equip	.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
20-999-80-8065	Transfer to Str & Pathway Fund	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Total TRANSFER TO OTHER FUNDS:		2,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
UNAPPROPRIATED ENDING FUND BAL							
20-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	45,000.00	.00	40,000.00	40,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	45,000.00	.00	40,000.00	40,000.00
(20) STREET FUND Revenue Total:		141,905.95	172,316.87	265,500.00	72,232.72	305,500.00	305,500.00
(20) STREET FUND Expenditure Total:		145,480.42	156,515.08	265,500.00	56,312.63	305,500.00	305,500.00
Net Total (20) STREET FUND:		3,574.47-	15,801.79	.00	15,920.09	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(25) STREET & PATHWAY FUND							
REVENUE							
25-000-40-100	Beginning Cash Estimate	.00	.00	71,000.00	.00	75,000.00	75,000.00
25-000-40-650	Interest on Investments	524.37	387.93	300.00	1,858.97	300.00	300.00
25-000-40-704	Govt' and Special Grant/Grants	.00	.00	.00	.00	.00	.00
Total REVENUE:		524.37	387.93	71,300.00	1,858.97	75,300.00	75,300.00
TRANSFERRED FROM OTHER FUNDS							
25-000-48-801	Transfer from Gen Fnd	.00	.00	.00	.00	.00	.00
25-000-48-803	Transferred from Street Fund	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Total TRANSFERRED FROM OTHER FUNDS:		2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
STREETS							
CAPITAL OUTLAY							
25-220-60-6001	Capitol Outlay	.00	.00	.00	.00	70,000.00	70,000.00
25-220-60-6002	Sidewalk/Bicycle Path Constrtn	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		.00	.00	.00	.00	70,000.00	70,000.00
UNALLOCATED							
UNAPPROPRIATED ENDING FUND BAL							
25-999-90-9010	Reserved for Future Exp	.00	.00	73,300.00	.00	7,300.00	7,300.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	73,300.00	.00	7,300.00	7,300.00
(25) STREET & PATHWAY FUND Revenue Total:		2,524.37	2,387.93	73,300.00	3,858.97	77,300.00	77,300.00
(25) STREET & PATHWAY FUND Expenditure Total:		.00	.00	73,300.00	.00	77,300.00	77,300.00
Net Total (25) STREET & PATHWAY FUND:		2,524.37	2,387.93	.00	3,858.97	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(40) BOND FUND							
REVENUE							
40-000-40-100	Beginning Cash Estimate	.00	.00	55,000.00	.00	55,000.00	55,000.00
40-000-40-101	Current Taxes	54,268.75	52,796.00	53,438.00	52,216.43	53,088.00	53,088.00
40-000-40-102	Prior Taxes	1,732.29	1,246.80	500.00	790.21	500.00	500.00
40-000-40-650	Interest on Investments	326.64	259.69	150.00	1,219.69	500.00	500.00
Total REVENUE:		56,327.68	54,302.49	109,088.00	54,226.33	109,088.00	109,088.00
DEBT SERVICE							
DEBT SERVICE							
40-610-70-7002	1997 Water Bond Principal Pmts	21,569.00	21,569.00	23,666.00	23,666.00	24,790.00	24,790.00
40-610-70-7020	1997 Water Bond Interest Pmts	32,975.00	32,975.00	30,878.00	30,878.00	29,754.00	29,754.00
Total DEBT SERVICE:		54,544.00	54,544.00	54,544.00	54,544.00	54,544.00	54,544.00
UNALLOCATED							
UNAPPROPRIATED ENDING FUND BAL							
40-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	54,544.00	.00	54,544.00	54,544.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	54,544.00	.00	54,544.00	54,544.00
(40) BOND FUND Revenue Total:		56,327.68	54,302.49	109,088.00	54,226.33	109,088.00	109,088.00
(40) BOND FUND Expenditure Total:		54,544.00	54,544.00	109,088.00	54,544.00	109,088.00	109,088.00
Net Total (40) BOND FUND:		1,783.68	241.51-	.00	317.67-	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(55) LIBRARY FUND							
REVENUE							
55-000-40-100	Beginning Cash Estimate	.00	.00	12,000.00	.00	11,000.00	11,000.00
55-000-40-250	Fines	123.06	52.85	50.00	80.00	50.00	50.00
55-000-40-400	Revenue from Sales	.00	242.25	200.00	.00	100.00	100.00
55-000-40-650	Interest on Investments	134.10	93.04	100.00	406.37	200.00	200.00
55-000-40-760	Donations	1,800.00	550.00	500.00	1,350.00	500.00	500.00
55-000-40-770	Fund Raising	375.27	.00	500.00	852.36	500.00	500.00
55-000-40-790	Grants	1,000.00	3,400.00	5,000.00	1,000.00	1,000.00	1,000.00
Total REVENUE:		3,432.43	4,338.14	18,350.00	3,688.73	13,350.00	13,350.00
TRANSFERRED FROM OTHER FUNDS							
55-000-48-801	Transferred from General Fund	4,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Total TRANSFERRED FROM OTHER FUNDS:		4,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
LIBRARY MATERIALS AND SERVICES							
55-410-55-5550	Miscellaneous Expense	209.25	.00	200.00	380.01	200.00	200.00
55-410-55-5560	SRP R2R	.00	1,276.20	1,000.00	392.52	1,000.00	1,000.00
55-410-55-5570	Events	473.69	190.00	500.00	88.73	500.00	500.00
55-410-55-5580	Fund Raising	19.80	.00	500.00	.00	500.00	500.00
55-410-55-5610	Postage/Operating Mat & Sup	64.13	.00	50.00	.00	50.00	50.00
55-410-55-5616	Library Supplies/Op Mat & Supp	631.36	689.89	1,000.00	534.15	800.00	800.00
55-410-55-5664	Telecommunications	403.10	400.80	500.00	367.65	900.00	900.00
55-410-55-5671	Northwest Natural Gas	563.08	378.64	500.00	.00	.00	.00
55-410-55-5672	Pacific Power & Light	451.38	653.59	1,000.00	687.36	900.00	900.00
55-410-55-5680	Maintenance/Cleaning-Building	88.83	338.96	500.00	.00	500.00	500.00
55-410-55-5770	Computer Software/Support	1,622.00	457.00	1,000.00	715.98	800.00	800.00
55-410-55-5800	Library Books	1,303.05	2,460.85	3,000.00	907.37	3,000.00	3,000.00
55-410-55-5810	Professional Fees	.00	.00	.00	.00	.00	.00
55-410-55-5820	Bookmobile/Maint-Equip	.00	45.99	500.00	.00	500.00	500.00
Total MATERIALS AND SERVICES:		5,829.67	6,891.92	10,250.00	4,073.77	9,650.00	9,650.00
CAPITAL OUTLAY							
55-410-60-6001	Equipment/Capital Outlay	195.27	.00	8,000.00	7,819.01	2,000.00	2,000.00
55-410-60-6002	Construction/Capital Outlay	.00	.00	2,000.00	998.69	2,700.00	2,700.00
Total CAPITAL OUTLAY:		195.27	.00	10,000.00	8,817.70	4,700.00	4,700.00
UNALLOCATED OPERATING CONTINGENCY							
55-999-75-7501	Operating Contingency	.00	.00	1,000.00	.00	2,000.00	2,000.00
Total OPERATING CONTINGENCY:		.00	.00	1,000.00	.00	2,000.00	2,000.00
UNAPPROPRIATED ENDING FUND BAL							
55-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	2,100.00	.00	2,000.00	2,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	2,100.00	.00	2,000.00	2,000.00
(55) LIBRARY FUND Revenue Total:		7,432.43	9,338.14	23,350.00	8,688.73	18,350.00	18,350.00
(55) LIBRARY FUND Expenditure Total:		6,024.94	6,891.92	23,350.00	12,891.47	18,350.00	18,350.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
Net Total (55) LIBRARY FUND:		1,407.49	2,446.22	.00	4,202.74-	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(60) WATER FUND							
REVENUE							
60-000-40-100	Beginning Cash Estimate	.00	.00	175,000.00	.00	400,000.00	400,000.00
60-000-40-350	Miscellaneous Income	237.72	3,809.25	500.00	563.50	.00	.00
60-000-40-382	Late Charges	1,855.00	1,670.00	1,000.00	1,615.00	1,300.00	1,300.00
60-000-40-383	24 Hour Notice	2,175.00	2,280.00	1,500.00	2,355.00	1,500.00	1,500.00
60-000-40-384	Turn On/Turn Off Fees	665.00	1,040.00	750.00	825.00	500.00	500.00
60-000-40-385	NSF Fee	25.00	150.00	.00	120.00	.00	.00
60-000-40-400	Sale of Assets	.00	.00	.00	.00	.00	.00
60-000-40-650	Interest on Investments	1,686.63	1,324.49	1,000.00	9,985.64	4,500.00	4,500.00
60-000-40-710	Service Connection Charges	2,000.00	.00	.00	.00	.00	.00
60-000-40-720	Utility Service Charge	220,829.68	220,401.13	208,000.00	207,610.46	235,000.00	235,000.00
60-000-40-740	Backflow Testing Receivables	6,920.00	7,000.00	6,500.00	6,940.00	7,000.00	7,000.00
60-000-40-780	Grants & Loans	100,500.00	1,250.00	.00	.00	300,000.00	300,000.00
Total REVENUE:		336,894.03	238,924.87	394,250.00	230,014.60	949,800.00	949,800.00
TRANSFERRED FROM OTHER FUNDS							
60-000-48-801	Transferred from Other Funds	.00	5,000.00	200,000.00	200,000.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	5,000.00	200,000.00	200,000.00	.00	.00
WATER							
PERSONNEL SERVICES							
60-310-50-5100	Payroll	66,836.60	68,694.53	94,000.00	70,139.01	105,000.00	105,000.00
60-310-50-5201	FICA Taxes	4,106.35	4,234.17	5,200.00	4,310.90	6,000.00	6,000.00
60-310-50-5202	Medicare Taxes	960.33	990.30	1,500.00	1,008.18	2,000.00	2,000.00
60-310-50-5203	State Unemployment Taxes	654.48	775.43	1,400.00	403.88	1,500.00	1,500.00
60-310-50-5204	Workers Compensation Taxes	27.09	27.36	200.00	25.29	300.00	300.00
60-310-50-5205	Paid Family Leave	.00	.00	.00	74.38	450.00	450.00
60-310-50-5300	Employee Health Insurance	27,578.31	27,545.20	30,000.00	24,347.82	31,000.00	31,000.00
60-310-50-5401	PERS Retirement-Employee	3,897.98	3,948.06	5,000.00	4,198.01	5,500.00	5,500.00
60-310-50-5402	PERS Retirement-Employer	9,219.59	11,414.13	15,000.00	12,107.85	16,000.00	16,000.00
60-310-50-5500	457b	.00	.00	.00	872.52	1,000.00	1,000.00
Total PERSONNEL SERVICES:		113,280.73	117,629.18	152,300.00	117,487.84	168,750.00	168,750.00
MATERIALS AND SERVICES							
60-310-55-5543	Public Works/Miscellaneous Exp	234.98	777.50	500.00	122.50	550.00	550.00
60-310-55-5546	Line Locates/Excav Notice/Misc	123.00	70.80	100.00	56.25	100.00	100.00
60-310-55-5565	Equipment Rental	.00	.00	500.00	.00	1,000.00	1,000.00
60-310-55-5601	Weed Killer/Spray/Op Mat & Sup	342.16	1,205.99	800.00	320.97	800.00	800.00
60-310-55-5605	Grounc Cover/Oper Matl & Sup	260.20	331.30	500.00	333.11	500.00	500.00
60-310-55-5606	PW Supplies/Oper Mat & Sup	1,170.76	2,969.54	4,000.00	1,101.09	3,500.00	3,500.00
60-310-55-5610	Postage/Bulk Mail/Op Mat & Sup	324.00	1,147.50	2,000.00	1,574.04	4,000.00	4,000.00
60-310-55-5611	Autopay Billing Software	.00	200.00	2,000.00	200.00	2,400.00	2,400.00
60-310-55-5612	Rate Relief	.00	.00	.00	.00	.00	.00
60-310-55-5615	Fuel/Operating Materials & Sup	1,468.09	2,726.97	3,000.00	2,897.19	3,000.00	3,000.00
60-310-55-5655	Small Tools & Equipment	857.98	.00	1,500.00	129.61	1,500.00	1,500.00
60-310-55-5662	Telecommunications	1,464.41	1,677.58	2,500.00	2,056.19	4,000.00	4,000.00
60-310-55-5671	Northwest Natural Gas	1,283.45	1,354.77	2,000.00	1,725.18	1,500.00	1,500.00
60-310-55-5672	Pacific Power & Light	20,667.77	20,681.70	24,000.00	18,932.90	22,000.00	22,000.00
60-310-55-5675	Chlorination	636.38	.00	1,200.00	957.00	1,600.00	1,600.00
60-310-55-5681	Water Plant/Maintenance-Bldg	1,193.15	.00	2,000.00	1,717.56	2,000.00	2,000.00
60-310-55-5682	PW Shop/Maintenance-Bldg	202.50	783.50	2,000.00	225.55	2,000.00	2,000.00
60-310-55-5690	Vehicle/Maint - Equip	348.90	173.38	500.00	119.93	500.00	500.00
60-310-55-5691	Heavy Equip/Maint-Equip	5,326.86	3,517.58	5,000.00	1,370.74	5,000.00	5,000.00
60-310-55-5700	Fire Extinguisher/Maint-Equip	.00	88.88	100.00	143.38	100.00	100.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
60-310-55-5701	Water Sys Repair/Maint-Equip	7,466.05	13,092.91	15,000.00	8,864.74	20,000.00	20,000.00
60-310-55-5702	Copier/Maintenance-Equipment	1,892.46	1,714.35	2,000.00	1,637.35	2,000.00	2,000.00
60-310-55-5730	Organization Dues/Fees	1,275.80	2,620.34	2,000.00	559.90	2,000.00	2,000.00
60-310-55-5740	Publishing/Public Notices	.00	.00	100.00	.00	100.00	100.00
60-310-55-5750	Education/Training Expense	330.00	170.00	500.00	462.03	500.00	500.00
60-310-55-5755	Clothing/Safety Equipment	239.12	299.61	300.00	17.14	300.00	300.00
60-310-55-5760	Travel/Meeting Expense	.00	.00	250.00	525.43	500.00	500.00
60-310-55-5840	Bad Debt Expense	.00	.00	.00	.00	.00	.00
60-310-55-5860	Lab Service	1,894.00	2,179.00	3,500.00	2,819.00	4,000.00	4,000.00
60-310-55-5870	Well/Cross Connection Permit	.00	.00	600.00	.00	600.00	600.00
60-310-55-5890	Backflow Testing	5,136.75	5,053.44	7,000.00	6,624.35	7,000.00	7,000.00
60-310-55-5900	Planning Engineering Fees	2,430.00	2,500.00	2,500.00	.00	2,000.00	2,000.00
60-310-55-5910	Contracts/Professional Service	6,064.62	18,948.31	.00	.00	32,000.00	32,000.00
60-310-55-5920	Business OR Loan Payment	.00	2,775.09	3,000.00	2,775.09	25,000.00	25,000.00
Total MATERIALS AND SERVICES:		62,633.39	85,505.04	90,950.00	58,268.22	152,050.00	152,050.00
CAPITAL OUTLAY							
60-310-60-6001	Equipment	110,519.68	2,889.20	27,000.00	13,163.83	15,000.00	15,000.00
60-310-60-6002	Construction	12,454.95	.00	220,000.00	2,917.50	500,000.00	500,000.00
Total CAPITAL OUTLAY:		122,974.63	2,889.20	247,000.00	16,081.33	515,000.00	515,000.00
UNALLOCATED							
OPERATING CONTINGENCY							
60-999-75-7501	Operating Contingency	.00	.00	20,000.00	.00	30,000.00	30,000.00
Total OPERATING CONTINGENCY:		.00	.00	20,000.00	.00	30,000.00	30,000.00
TRANSFER TO OTHER FUNDS							
60-999-80-8020	Transfer to Vehicle & Equip	.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
60-999-80-8040	Transfer to Water Reserve Fund	.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
60-999-80-8049	Transfer to Water Rsrv - Maint	.00	.00	.00	.00	.00	.00
60-999-80-8050	Transfers to Wtr Rsrv Fund-Eqp	.00	.00	.00	.00	.00	.00
Total TRANSFER TO OTHER FUNDS:		.00	34,000.00	34,000.00	34,000.00	34,000.00	34,000.00
UNAPPROPRIATED ENDING FUND BAL							
60-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	50,000.00	.00	50,000.00	50,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	50,000.00	.00	50,000.00	50,000.00
(60) WATER FUND Revenue Total:		336,894.03	243,924.87	594,250.00	430,014.60	949,800.00	949,800.00
(60) WATER FUND Expenditure Total:		298,888.75	240,023.42	594,250.00	225,837.39	949,800.00	949,800.00
Net Total (60) WATER FUND:		38,005.28	3,901.45	.00	204,177.21	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(61) SEWER FUND							
REVENUE							
61-000-40-100	Beginning Cash Estimate	.00	.00	170,000.00	.00	230,000.00	230,000.00
61-000-40-350	Miscellaneous Income	.00	760.03	.00	.00	.00	.00
61-000-40-382	Late Charges	1,900.00	1,670.00	1,000.00	1,600.00	1,000.00	1,000.00
61-000-40-650	Interest on Investments	1,683.11	1,382.73	1,000.00	6,285.63	3,500.00	3,500.00
61-000-40-710	Service Connection Charges	1,500.00	.00	.00	.00	.00	.00
61-000-40-720	Utility Service Charge	198,830.10	197,741.30	195,000.00	184,934.18	210,000.00	210,000.00
61-000-40-750	Grants & Loans	20,000.00	.00	.00	.00	410,000.00	410,000.00
Total REVENUE:		223,913.21	201,554.06	367,000.00	192,819.81	854,500.00	854,500.00
TRANSFERRED FROM OTHER FUNDS							
61-000-48-801	Transferred from Other Funds	.00	5,000.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	5,000.00	.00	.00	.00	.00
SEWER							
PERSONNEL SERVICES							
61-320-50-5100	Payroll	59,675.67	61,334.58	84,000.00	62,625.06	95,000.00	95,000.00
61-320-50-5201	FICA Taxes	3,666.39	3,780.60	4,100.00	3,849.05	5,600.00	5,600.00
61-320-50-5202	Medicare Taxes	857.45	884.29	1,200.00	900.17	1,500.00	1,500.00
61-320-50-5203	State Unemployment Taxes	584.33	692.38	1,300.00	360.68	1,500.00	1,500.00
61-320-50-5204	Workers Compensation Taxes	24.26	24.53	100.00	22.64	250.00	250.00
61-320-50-5205	Paid Family Leave	.00	.00	.00	66.45	400.00	400.00
61-320-50-5300	Employee Health Insurance	24,623.43	24,594.03	26,000.00	21,739.48	28,000.00	28,000.00
61-320-50-5401	PERS Retirement-Employee	3,480.38	3,525.08	5,000.00	3,748.31	5,500.00	5,500.00
61-320-50-5402	PERS Retirement-Employer	8,231.74	10,191.20	13,000.00	10,810.74	15,000.00	15,000.00
61-320-50-5500	457b	.00	.00	.00	779.13	900.00	900.00
Total PERSONNEL SERVICES:		101,143.65	105,026.69	134,700.00	104,901.71	153,650.00	153,650.00
MATERIALS AND SERVICES							
61-320-55-5543	Public Works/Miscellaneous Exp	550.00	557.50	500.00	260.00	400.00	400.00
61-320-55-5546	Line Locates/Excav Notice/Misc	123.00	80.40	100.00	70.65	150.00	150.00
61-320-55-5565	Equipment Rental	.00	.00	1,000.00	.00	1,000.00	1,000.00
61-320-55-5601	Weed Killer/Spray/Op Mat & Sup	334.77	1,197.56	800.00	320.96	900.00	900.00
61-320-55-5605	Ground Cover/Oper Matl & Sup	114.70	331.27	600.00	420.18	800.00	800.00
61-320-55-5606	PW Supplies/Oper Mat & Sup	376.13	1,066.48	2,500.00	730.77	2,300.00	2,300.00
61-320-55-5610	Postage/Bulk Mail/Op Mat & Sup	324.00	1,147.50	2,000.00	1,574.01	3,000.00	3,000.00
61-320-55-5611	Autopay Billing Software	.00	200.00	2,000.00	200.00	3,500.00	3,500.00
61-320-55-5612	Rate Relief	.00	.00	.00	.00	.00	.00
61-320-55-5615	Fuel/Operating Materials & Sup	716.13	1,532.57	2,000.00	1,418.83	2,500.00	2,500.00
61-320-55-5617	Dechlorination Supp/Oper Mat	1,045.60	965.60	1,000.00	1,032.00	1,500.00	1,500.00
61-320-55-5655	Small Tools & Equipment	857.97	995.73	2,500.00	129.60	2,800.00	2,800.00
61-320-55-5662	Telecommunications	1,178.11	899.09	2,000.00	842.93	2,200.00	2,200.00
61-320-55-5672	Pacific Power & Light	5,346.76	5,266.30	6,200.00	6,097.79	6,400.00	6,400.00
61-320-55-5675	Chlorination	4,141.00	3,090.35	4,000.00	3,976.42	4,200.00	4,200.00
61-320-55-5677	Lift Station Repairs	933.24	2,527.49	1,000.00	860.00	1,500.00	1,500.00
61-320-55-5679	Lagoon Repair/Maintenance	6,937.86	5,558.69	9,000.00	6,206.03	9,000.00	9,000.00
61-320-55-5680	Maintenance-Building	.00	.00	2,000.00	.00	2,200.00	2,200.00
61-320-55-5690	Vehicle/Maint- Equip	348.89	173.36	1,000.00	119.96	1,100.00	1,100.00
61-320-55-5691	Heavy Equip/Maint - Equip	5,326.91	3,517.59	5,000.00	1,348.55	4,000.00	4,000.00
61-320-55-5700	Fire Extinguisher/Maint-Equip	.00	88.86	100.00	143.36	100.00	100.00
61-320-55-5702	Copier/Maintenance-Equip	1,321.07	1,091.38	1,400.00	1,037.95	1,400.00	1,400.00
61-320-55-5705	Flow Meter/Maintenance-Equip	.00	.00	500.00	.00	500.00	500.00
61-320-55-5706	Lift Station/Maintenance-Equip	.00	565.70	1,000.00	475.00	2,500.00	2,500.00
61-320-55-5707	Dechlorination Sys-Maint Equip	.00	.00	500.00	.00	700.00	700.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
61-320-55-5740	Publishing/Public Notices	.00	.00	100.00	.00	100.00	100.00
61-320-55-5750	Education/Training Expense	420.00	.00	800.00	.00	600.00	600.00
61-320-55-5755	Clothing/Safety Equipment	239.13	299.58	400.00	17.13	500.00	500.00
61-320-55-5760	Travel/Meeting Expense	192.33	.00	300.00	.00	500.00	500.00
61-320-55-5840	Bad Debt Expense	.00	.00	.00	.00	.00	.00
61-320-55-5860	Lab Service	4,552.00	4,922.00	5,000.00	6,383.00	6,500.00	6,500.00
61-320-55-5895	DEQ PermitsState Haz Fee	2,105.00	2,148.00	3,000.00	2,552.00	4,000.00	4,000.00
61-320-55-5900	I&I Expenses	37,069.66	18,240.55	30,000.00	4,644.29	.00	.00
61-320-55-5910	Contracts/Professional Svcs	1,994.62	.00	.00	.00	80,000.00	80,000.00
61-320-55-5920	Contracts/Professional Svcs	.00	.00	.00	.00	40,000.00	40,000.00
Total MATERIALS AND SERVICES:		76,548.88	56,463.55	88,300.00	40,861.41	186,850.00	186,850.00
CAPITAL OUTLAY							
61-320-60-6001	Equipment	4,000.00	.00	20,000.00	9,515.91	10,000.00	10,000.00
61-320-60-6002	Construction	.00	.00	5,000.00	.00	380,000.00	380,000.00
Total CAPITAL OUTLAY:		4,000.00	.00	25,000.00	9,515.91	390,000.00	390,000.00
UNALLOCATED							
OPERATING CONTINGENCY							
61-999-75-7501	Operating Contingency	.00	.00	25,000.00	.00	30,000.00	30,000.00
Total OPERATING CONTINGENCY:		.00	.00	25,000.00	.00	30,000.00	30,000.00
TRANSFER TO OTHER FUNDS							
61-999-80-8020	Transfer to Vehicle & Equip	.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
61-999-80-8040	Transfer to Sewer Reserve Fund	.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
61-999-80-8050	Transfer to Sewer Rsrv - Equip	.00	.00	.00	.00	.00	.00
61-999-80-8060	Transfer to Sewer Rsrv-Constr	.00	.00	.00	.00	.00	.00
Total TRANSFER TO OTHER FUNDS:		.00	34,000.00	34,000.00	34,000.00	34,000.00	34,000.00
UNAPPROPRIATED ENDING FUND BAL							
61-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	60,000.00	.00	60,000.00	60,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	60,000.00	.00	60,000.00	60,000.00
(61) SEWER FUND Revenue Total:		223,913.21	206,554.06	367,000.00	192,819.81	854,500.00	854,500.00
(61) SEWER FUND Expenditure Total:		181,692.53	195,490.24	367,000.00	189,279.03	854,500.00	854,500.00
Net Total (61) SEWER FUND:		42,220.68	11,063.82	.00	3,540.78	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(62) WATER RESERVE FUND							
REVENUE							
62-000-40-100	Beginning Cash Estimate	.00	.00	308,000.00	.00	339,000.00	339,000.00
62-000-40-650	Interest on Investments	2,105.46	1,634.19	1,000.00	8,306.78	5,000.00	5,000.00
Total REVENUE:		2,105.46	1,634.19	309,000.00	8,306.78	344,000.00	344,000.00
TRANSFERRED FROM OTHER FUNDS							
62-000-48-803	Transferred from Wtr Fund-Main	.00	.00	.00	.00	.00	.00
62-000-48-804	Transferred from Water Fund	.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
62-000-48-806	Transferred from Wtr Fnd-Equip	.00	.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
WATER							
CAPITAL OUTLAY							
62-310-60-6001	Water System Equipment	.00	.00	30,000.00	.00	100,000.00	100,000.00
62-310-60-6002	Water System Construction	.00	.00	30,000.00	.00	150,000.00	150,000.00
62-310-60-6003	Water System Maintenance	1,500.00	.00	20,000.00	.00	50,000.00	50,000.00
Total CAPITAL OUTLAY:		1,500.00	.00	80,000.00	.00	300,000.00	300,000.00
UNALLOCATED							
UNAPPROPRIATED ENDING FUND BAL							
62-999-90-9010	Reserved for Future Exp	.00	.00	259,000.00	.00	74,000.00	74,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	259,000.00	.00	74,000.00	74,000.00
(62) WATER RESERVE FUND Revenue Total:		2,105.46	31,634.19	339,000.00	38,306.78	374,000.00	374,000.00
(62) WATER RESERVE FUND Expenditure Total:		1,500.00	.00	339,000.00	.00	374,000.00	374,000.00
Net Total (62) WATER RESERVE FUND:		605.46	31,634.19	.00	38,306.78	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(63) SEWER RESERVE FUND							
REVENUE							
63-000-40-100	Beginning Cash Estimate	.00	.00	156,000.00	.00	188,000.00	188,000.00
63-000-40-650	Interest on Investments	953.60	810.90	600.00	4,551.54	3,000.00	3,000.00
Total REVENUE:		953.60	810.90	156,600.00	4,551.54	191,000.00	191,000.00
TRANSFERRED FROM OTHER FUNDS							
63-000-48-804	Transfer from Sewer Fund	.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
63-000-48-808	Transfer from General Fund	.00	.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
SEWER CAPITAL OUTLAY							
63-320-60-6001	Sewer System Equipment	.00	.00	30,000.00	.00	50,000.00	50,000.00
63-320-60-6002	Sewer System Construction	.00	.00	30,000.00	.00	50,000.00	50,000.00
63-320-60-6003	Sewer System Maintenance	.00	.00	20,000.00	.00	50,000.00	50,000.00
Total CAPITAL OUTLAY:		.00	.00	80,000.00	.00	150,000.00	150,000.00
UNALLOCATED UNAPPROPRIATED ENDING FUND BAL							
63-999-90-9010	Reserved for Future Exp	.00	.00	106,600.00	.00	71,000.00	71,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	106,600.00	.00	71,000.00	71,000.00
(63) SEWER RESERVE FUND Revenue Total:		953.60	30,810.90	186,600.00	34,551.54	221,000.00	221,000.00
(63) SEWER RESERVE FUND Expenditure Total:		.00	.00	186,600.00	.00	221,000.00	221,000.00
Net Total (63) SEWER RESERVE FUND:		953.60	30,810.90	.00	34,551.54	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
STORM WATER BLUE HERON FUND							
REVENUE							
65-000-40-100	Beginning Cash Estimate	.00	.00	26,000.00	.00	30,000.00	30,000.00
65-000-40-350	Miscellaneous Income	459.49	976.17	.00	39.20	.00	.00
65-000-40-381	Late Letter	.00	.00	.00	.00	.00	.00
65-000-40-382	Late Charges	.00	.00	.00	.00	.00	.00
65-000-40-650	Interest on Investments	190.26	131.09	100.00	796.20	500.00	500.00
65-000-40-652	Blue Heron Stormwater Pumps	2,662.84	2,663.02	2,760.00	2,849.00	3,000.00	3,000.00
65-000-40-720	Utility Service Charge	.00	.00	.00	.00	.00	.00
Total REVENUE:		3,312.59	3,770.28	28,860.00	3,606.00	33,500.00	33,500.00
Source: 48							
65-000-48-801	Transfer From General Fund	.00	.00	.00	.00	.00	.00
Total Source: 48:		.00	.00	.00	.00	.00	.00
STORMWATER MATERIALS AND SERVICES							
65-330-55-5555	Mowing/Landscape Expenses	.00	.00	100.00	.00	100.00	100.00
65-330-55-5588	Pump System Drainage	.00	.00	200.00	.00	200.00	200.00
65-330-55-5601	Weed Killer/Spray	189.92	300.00	400.00	.00	400.00	400.00
65-330-55-5672	Pacific Power & Light	397.07	412.43	800.00	396.27	800.00	800.00
65-330-55-5691	Heavy Equipment/Maint - Equip	1,021.47	550.00	3,000.00	134.83	2,500.00	2,500.00
65-330-55-5699	Light Equipment/Maint - Equip	.00	.00	200.00	.00	500.00	500.00
Total MATERIALS AND SERVICES:		1,608.46	1,262.43	4,700.00	531.10	4,500.00	4,500.00
CAPITAL OUTLAY							
65-330-60-6001	Equipment	.00	.00	4,000.00	.00	4,000.00	4,000.00
65-330-60-6002	Construction	.00	.00	4,000.00	.00	4,000.00	4,000.00
65-330-60-6005	Improvements	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		.00	.00	8,000.00	.00	8,000.00	8,000.00
UNALLOCATED OPERATING CONTINGENCY							
65-999-75-7501	Operating Contingency	.00	.00	.00	.00	5,000.00	5,000.00
Total OPERATING CONTINGENCY:		.00	.00	.00	.00	5,000.00	5,000.00
UNAPPROPRIATED ENDING FUND BAL							
65-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	16,160.00	.00	16,000.00	16,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	16,160.00	.00	16,000.00	16,000.00
STORM WATER BLUE HERON FUND Revenue Total:		3,312.59	3,770.28	28,860.00	3,606.00	33,500.00	33,500.00
STORM WATER BLUE HERON FUND Expenditure Total:		1,608.46	1,262.43	28,860.00	531.10	33,500.00	33,500.00
Net Total STORM WATER BLUE HERON FUND:		1,704.13	2,507.85	.00	3,074.90	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(68) STORM WATER DRAINAGE FUND							
Source: 40							
68-000-40-100	Beginning Cash Estimate	.00	.00	12,000.00	.00	20,000.00	20,000.00
68-000-40-350	Miscellaneous Income	.00	118.49	600.00	1,799.02	2,500.00	2,500.00
68-000-40-650	Interest on Investments	131.95	90.70	50.00	508.89	100.00	100.00
68-000-40-720	Utility Service Charge	4,539.27	4,534.96	12,000.00	12,456.18	13,000.00	13,000.00
68-000-40-790	Grants	.00	.00	.00	.00	.00	.00
Total Source: 40:		4,671.22	4,507.17	24,650.00	14,764.09	35,600.00	35,600.00
Source: 48							
68-000-48-801	Transferred from Other Funds	12,000.00	10,000.00	12,000.00	12,000.00	4,000.00	4,000.00
Total Source: 48:		12,000.00	10,000.00	12,000.00	12,000.00	4,000.00	4,000.00
STORM WATER PERSONNEL SERVICES							
68-330-50-5100	Payroll	3,800.37	4,709.96	6,500.00	4,710.21	7,100.00	7,100.00
68-330-50-5201	FICA Taxes	280.17	289.69	400.00	289.47	450.00	450.00
68-330-50-5202	Medicare Taxes	65.55	67.57	100.00	67.74	150.00	150.00
68-330-50-5203	State Unemployment Taxes	43.29	52.54	100.00	27.28	150.00	150.00
68-330-50-5204	Workers Compensation Taxes	1.60	1.75	50.00	1.67	50.00	50.00
68-330-50-5205	Paid Family Leave	.00	.00	.00	4.97	50.00	50.00
68-330-50-5300	Employee Health Insurance	1,835.23	1,925.70	2,400.00	1,732.81	2,200.00	2,200.00
68-330-50-5401	PERS Retirement-Employee	262.72	267.51	500.00	282.30	500.00	500.00
68-330-50-5402	PERS Retirement-Employer	1,427.30	791.91	1,200.00	831.77	1,300.00	1,300.00
68-330-50-5500	457b	.00	.00	.00	31.24	50.00	50.00
Total PERSONNEL SERVICES:		7,716.23	8,106.63	11,250.00	7,979.46	12,000.00	12,000.00
MATERIALS AND SERVICES							
68-330-55-5555	Mowing/Landscape Expenses	.00	.00	100.00	.00	100.00	100.00
68-330-55-5586	CHall Exp Drainage	.00	484.57	.00	.00	.00	.00
68-330-55-5587	Cust Exp Drainage	.00	664.62	600.00	1,867.11	2,500.00	2,500.00
68-330-55-5588	System Maintenance	.00	308.88	2,900.00	.00	5,500.00	5,500.00
68-330-55-5601	Weed Killer/Spray	189.94	521.62	400.00	311.09	300.00	300.00
68-330-55-5604	Gravel/GroundCover	114.73	79.10	300.00	.00	300.00	300.00
68-330-55-5606	PW Supplies/Oper Mat & Sup	.00	9.99	200.00	197.24	200.00	200.00
68-330-55-5691	Heavy Equipment/Maint-Equip	2,107.50	3,096.78	4,500.00	1,427.83	4,200.00	4,200.00
68-330-55-5699	Light Equipment/Maint-Equip	.00	.00	400.00	.00	500.00	500.00
68-330-55-5910	Contracts/Professional Service	476.10	.00	.00	.00	.00	.00
Total MATERIALS AND SERVICES:		2,888.27	5,165.56	9,400.00	3,803.27	13,600.00	13,600.00
CAPITAL OUTLAY							
68-330-60-6001	Equipment	500.00	.00	4,000.00	1,240.00	4,000.00	4,000.00
68-330-60-6002	Construction	.00	1,592.00	4,000.00	2,473.80	4,000.00	4,000.00
68-330-60-6005	Improvements	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		500.00	1,592.00	8,000.00	3,713.80	8,000.00	8,000.00
OPERATING CONTINGENCY							
68-999-75-7501	Operating Contingency	.00	.00	.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	.00	.00	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
Department: 80							
68-999-80-8020	Transfer to Vehicle & Equip	.00	2,000.00	1,000.00	1,000.00	.00	.00
Total Department: 80:		.00	2,000.00	1,000.00	1,000.00	.00	.00
UNAPPROPRIATED ENDING FUND BAL							
68-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	7,000.00	.00	6,000.00	6,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	7,000.00	.00	6,000.00	6,000.00
(68) STORM WATER DRAINAGE FUND Revenue Total:							
		16,671.22	14,507.17	36,650.00	26,764.09	39,600.00	39,600.00
(68) STORM WATER DRAINAGE FUND Expenditure Total:							
		11,104.50	16,864.19	36,650.00	16,496.53	39,600.00	39,600.00
Net Total (68) STORM WATER DRAINAGE FUND:							
		5,566.72	2,357.02-	.00	10,267.56	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(72) WATER SYSTM DEVELOP CHG							
REVENUE							
72-000-40-100	Beginning Cash Estimate	.00	.00	106,000.00	.00	109,000.00	109,000.00
72-000-40-650	Interest on Investments	796.20	580.10	500.00	2,702.70	1,500.00	1,500.00
72-000-40-660	SDC Reimbursements	1,394.79	.00	.00	.00	1,000.00	1,000.00
Total REVENUE:		2,190.99	580.10	106,500.00	2,702.70	111,500.00	111,500.00
WATER MATERIALS AND SERVICES							
72-310-55-5596	Adm Services-Materials & Svcs	.00	.00	.00	.00	.00	.00
72-310-55-5623	Planning Fees	.00	.00	.00	.00	.00	.00
72-310-55-5794	Engineering Services-Matl/Svcs	.00	.00	.00	.00	.00	.00
Total MATERIALS AND SERVICES:		.00	.00	.00	.00	.00	.00
CAPITAL OUTLAY							
72-310-60-6001	Equipment-Capital Outlay	.00	.00	.00	.00	.00	.00
72-310-60-6002	Construction-Capital Outlay	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		.00	.00	.00	.00	.00	.00
UNALLOCATED OPERATING CONTINGENCY							
72-999-75-7501	Operating Contingency	.00	.00	.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	.00	.00	.00	.00
UNAPPROPRIATED ENDING FUND BAL							
72-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	106,500.00	.00	111,500.00	111,500.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	106,500.00	.00	111,500.00	111,500.00
(72) WATER SYSTM DEVELOP CHG Revenue Total:		2,190.99	580.10	106,500.00	2,702.70	111,500.00	111,500.00
(72) WATER SYSTM DEVELOP CHG Expenditure Total:		.00	.00	106,500.00	.00	111,500.00	111,500.00
Net Total (72) WATER SYSTM DEVELOP CHG:		2,190.99	580.10	.00	2,702.70	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(73) SEWER SYSTM DEVELOP CHG							
REVENUE							
73-000-40-100	Beginning Cash Estimate	.00	.00	30,500.00	.00	31,000.00	31,000.00
73-000-40-650	Interest on Investments	225.52	166.31	100.00	774.84	500.00	500.00
73-000-40-660	SDC Reimbursements	881.54	.00	.00	.00	1,000.00	1,000.00
Total REVENUE:		1,107.06	166.31	30,600.00	774.84	32,500.00	32,500.00
SEWER							
MATERIALS AND SERVICES							
73-320-55-5596	Adm Services-Materials & Svcs	.00	.00	.00	.00	.00	.00
73-320-55-5623	Planning Fees	.00	.00	.00	.00	30,000.00	30,000.00
73-320-55-5794	Engineering Services-Matl/Svcs	.00	.00	.00	.00	.00	.00
Total MATERIALS AND SERVICES:		.00	.00	.00	.00	30,000.00	30,000.00
CAPITAL OUTLAY							
73-320-60-6001	Equipment-Capital Outlay	.00	.00	.00	.00	.00	.00
73-320-60-6002	Construction-Capital Outlay	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		.00	.00	.00	.00	.00	.00
UNALLOCATED							
OPERATING CONTINGENCY							
73-999-75-7501	Operating Contingency	.00	.00	.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	.00	.00	.00	.00
UNAPPROPRIATED ENDING FUND BAL							
73-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	30,600.00	.00	2,500.00	2,500.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	30,600.00	.00	2,500.00	2,500.00
(73) SEWER SYSTM DEVELOP CHG Revenue Total:		1,107.06	166.31	30,600.00	774.84	32,500.00	32,500.00
(73) SEWER SYSTM DEVELOP CHG Expenditure Total:		.00	.00	30,600.00	.00	32,500.00	32,500.00
Net Total (73) SEWER SYSTM DEVELOP CHG:		1,107.06	166.31	.00	774.84	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(74) STORMWATER SYSTEM DEVELOP							
REVENUE							
74-000-40-100	Beginning Cash Estimate	.00	.00	123,000.00	.00	137,000.00	137,000.00
74-000-40-650	Interest on Investments	915.89	666.70	500.00	3,321.93	1,800.00	1,800.00
74-000-40-660	SDC Reimbursements	1,457.89	.00	.00	13,371.76	2,000.00	2,000.00
Total REVENUE:		2,373.78	666.70	123,500.00	16,693.69	140,800.00	140,800.00
STORM WATER							
MATERIALS AND SERVICES							
74-330-55-5596	Adm Services-Materials & Svcs	.00	.00	.00	.00	.00	.00
74-330-55-5623	Planning Fees	.00	.00	.00	.00	.00	.00
74-330-55-5794	Engineering Services-Matl/Svcs	.00	.00	.00	.00	.00	.00
Total MATERIALS AND SERVICES:		.00	.00	.00	.00	.00	.00
CAPITAL OUTLAY							
74-330-60-6001	Equipment-Capital Outlay	.00	.00	.00	.00	.00	.00
74-330-60-6002	Construction-Capital Outlay	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		.00	.00	.00	.00	.00	.00
UNALLOCATED							
OPERATING CONTINGENCY							
74-999-75-7501	Operating Contingency	.00	.00	.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	.00	.00	.00	.00
UNAPPROPRIATED ENDING FUND BAL							
74-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	123,500.00	.00	140,800.00	140,800.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	123,500.00	.00	140,800.00	140,800.00
(74) STORMWATER SYSTEM DEVELOP Revenue Total:							
		2,373.78	666.70	123,500.00	16,693.69	140,800.00	140,800.00
(74) STORMWATER SYSTEM DEVELOP Expenditure Total:							
		.00	.00	123,500.00	.00	140,800.00	140,800.00
Net Total (74) STORMWATER SYSTEM DEVELOP:							
		2,373.78	666.70	.00	16,693.69	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(80) VETERANS MEMORIAL PARK							
REVENUE							
80-000-40-100	Beginning Cash Estimate	.00	.00	12,000.00	.00	11,000.00	11,000.00
80-000-40-350	Miscellaneous Income	.00	57.50	.00	28.28	.00	.00
80-000-40-650	Interest on Investments	96.74	65.19	100.00	257.85	100.00	100.00
80-000-40-690	Memorial Contributions	.00	.00	.00	.00	.00	.00
80-000-40-790	Grants - OPR	.00	.00	.00	.00	.00	.00
Total REVENUE:		96.74	122.69	12,100.00	286.13	11,100.00	11,100.00
TRANSFERRED FROM OTHER FUNDS							
80-000-48-801	Transferred from Other Funds	.00	.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	.00	.00	.00	.00	.00
PARKS							
MATERIALS AND SERVICES							
80-510-55-5550	Misc. Expense	385.00	115.00	500.00	165.00	500.00	500.00
80-510-55-5650	Operating Materials & Supplies	73.99	458.14	1,000.00	429.92	500.00	500.00
80-510-55-5810	Professional Fees	.00	.00	.00	.00	.00	.00
80-510-55-5840	Park Maintenance	104.71	.00	1,000.00	200.00	3,600.00	3,600.00
Total MATERIALS AND SERVICES:		563.70	573.14	2,500.00	794.92	4,600.00	4,600.00
CAPITAL OUTLAY							
80-510-60-6015	Capital Outlay	500.00	.00	1,000.00	.00	.00	.00
Total CAPITAL OUTLAY:		500.00	.00	1,000.00	.00	.00	.00
UNALLOCATED							
UNAPPROPRIATED ENDING FUND BAL							
80-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	8,600.00	.00	6,500.00	6,500.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	8,600.00	.00	6,500.00	6,500.00
(80) VETERANS MEMORIAL PARK Revenue Total:		96.74	122.69	12,100.00	286.13	11,100.00	11,100.00
(80) VETERANS MEMORIAL PARK Expenditure Total:		1,063.70	573.14	12,100.00	794.92	11,100.00	11,100.00
Net Total (80) VETERANS MEMORIAL PARK:		966.96-	450.45-	.00	508.79-	.00	.00

Account Number	Account Title	2020-21 Prior year 2 Actual	2021-22 Prior year Actual	2022-23 Current year Adopted	2022-23 Current year Actual	2023-24 Future year Proposed	2023-24 Future year Approved
(85) HALSEY CITY PARK FUND							
REVENUE							
85-000-40-100	Beginning Cash Estimate	.00	.00	5,000.00	.00	4,500.00	4,500.00
85-000-40-350	Miscellaneous Income	.00	166.97	.00	.00	.00	.00
85-000-40-650	Interest on Investments	62.56	33.38	50.00	126.85	.00	.00
85-000-40-735	Park Reservation Fees	.00	.00	800.00	346.80	600.00	600.00
85-000-40-760	Donations to City Park	.00	.00	.00	.00	.00	.00
85-000-40-770	Park Grants	.00	.00	.00	.00	110,000.00	110,000.00
Total REVENUE:		62.56	200.35	5,850.00	473.65	115,100.00	115,100.00
Source: 48							
85-000-48-801	Transfer from Gen Fnd-Park Exp	2,000.00	1,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Total Source: 48:		2,000.00	1,000.00	3,000.00	3,000.00	3,000.00	3,000.00
PARKS							
MATERIALS AND SERVICES							
85-510-55-5550	Miscellaneous	.00	.00	100.00	.00	200.00	200.00
85-510-55-5570	City Park Lights	829.45	1,081.93	1,500.00	770.74	1,200.00	1,200.00
85-510-55-5655	Small Tools & Equipment	.00	.00	300.00	.00	300.00	300.00
85-510-55-5680	Maintenance-Building	202.50	200.00	500.00	.00	500.00	500.00
85-510-55-5840	Park Maintenance	572.15	142.58	650.00	2,836.92	2,500.00	2,500.00
85-510-55-5865	Park Materials & Supplies	465.47	445.43	1,200.00	621.01	1,000.00	1,000.00
85-510-55-5885	Reservation Deposit Refunds	180.00	460.00	600.00	280.00	400.00	400.00
85-510-55-6910	Contracts/Professional Svcs	295.99	.00	.00	.00	.00	.00
85-510-55-6915	Public Trees	.00	.00	2,000.00	787.70	2,000.00	2,000.00
Total MATERIALS AND SERVICES:		2,545.56	2,329.94	6,850.00	5,296.37	8,100.00	8,100.00
CAPITAL OUTLAY							
85-510-60-6016	Park Improvements	.00	.00	2,000.00	.00	110,000.00	110,000.00
Total CAPITAL OUTLAY:		.00	.00	2,000.00	.00	110,000.00	110,000.00
UNALLOCATED							
OPERATING CONTINGENCY							
85-999-75-7501	Operating Contingency	.00	.00	.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	.00	.00	.00	.00
UNAPPROPRIATED ENDING FUND BAL							
85-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	.00	.00	.00	.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	.00	.00	.00	.00
(85) HALSEY CITY PARK FUND Revenue Total:		2,062.56	1,200.35	8,850.00	3,473.65	118,100.00	118,100.00
(85) HALSEY CITY PARK FUND Expenditure Total:		2,545.56	2,329.94	8,850.00	5,296.37	118,100.00	118,100.00
Net Total (85) HALSEY CITY PARK FUND:		483.00-	1,129.59-	.00	1,822.72-	.00	.00
Net Grand Totals:		82,577.73	218,984.56	.00	254,006.50	.00	.00

L. ORDINANCES & RESOLUTIONS

2. RESOLUTION 2022-711 – A Resolution Certifying the Eligibility of the City of Halsey to Receive State Shared Revenues		
Council Action:	MOTION	June 13, 2023

Issue Statement: Council must adopt this Resolution for the City of Halsey to be eligible to receive State Shared Revenue Funds

- **Possible Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2023-725 – A Resolution Certifying the Eligibility of the City of Halsey to Receive State Shared Revenues

Council Options:

1. Approve as recommended
2. Approve with amendments
3. Provide further direction to staff
4. Deny request



RESOLUTION 2023-725

A RESOLUTION OF THE CITY OF HALSEY CERTIFYING THE ELIGIBILITY OF THE CITY OF HALSEY TO RECEIVE STATE SHARED REVENUES

WHEREAS, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police protection
- (2) Fire protection
- (3) Street construction, maintenance, and lighting
- (4) Sanitary sewer
- (5) Storm sewers
- (6) Planning, zoning, and subdivision control
- (7) One or more utility services

And;

WHEREAS, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now, therefore,

BE IT RESOLVED, that the City of Halsey hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760

- X Police Protection
- Fire Protection
- X Street construction, maintenance, & lighting
- X Sanitary Sewer
- X Storm Sewers
- X Planning, zoning, and subdivision control
- X One or more Utility Services

Approved by the City of Halsey this 13th day of June 2023

Jerry Lachenbruch, Mayor

Attest:

Hilary Norton, City Administrator

L. ORDINANCES & RESOLUTIONS

3. RESOLUTION 2023-726 – A Resolution of the City of Halsey Declaring the City’s Election to Receive State Revenues
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Council Action: <i>MOTION</i>
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June 23,2023

Issue Statement: Council must adopt this Resolution for the City of Halsey to receive State Shared Revenue Funds

Summary: This Resolution is done annually and must be done to receive State Shared Revenue. State Shared Revenues are estimated at \$10,000 and are budgeted in the General Fund for the new roof for City Hall and in the Storm Water Drainage Fund for heavy equipment repair.

- **Possible Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2023-726 – A Resolution Declaring the City of Halsey’s Election to Receive State Shared Revenues

Council Options:

- 1. Approve as recommended**
- 2. Approve with amendments**
- 3. Provide further direction to staff**
- 4. Deny request**



RESOLUTION 2023-726

A RESOLUTION OF THE CITY OF HALSEY DECLARING THE CITY OF HALSEY'S ELECTION TO RECEIVE STATE REVENUES

BE IT RESOLVED by the City Council of the City of Halsey, Linn County, Oregon, ordains as follows:

Section 1:

Pursuant to ORS 221.770, the City of Halsey hereby elects to receive State Revenues for fiscal year 2023-2024.

Section 2:

It is hereby certified that a public hearing before the Budget Committee was held on April 25, 2023 and a public hearing before the City Council was held on June 13, 2023 giving citizens an opportunity to comment on use of State Revenue Sharing.

Passed by the City Council this **13th** day of **June, 2023**.

Approved by the Mayor this **13th** day of **June, 2023**.

Jerry Lachenbruch, Mayor of Halsey

Attest:

Hilary Norton, City Administrator

L. ORDINANCES & RESOLUTIONS

4. RESOLUTION 2023-723 – A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Planning Requests, Water Services, Sewer Services, Facilities Reservation Rates, and Repealing Resolution 2022-712	
Council Action:	<i>MOTION</i> June 13, 2023

Issue Statement: This resolution adopts the City of Halsey fee Schedule for the 2023-2024 fiscal year.

Summary: Changes are in red ink on the draft Resolution. Proposed changes include several small increases related to expenses. The city has not increased fees in several years. Small increases in Lien Search, Itinerant Merchant, in Reservation fees, and the projected water and sewer rate increases are included.

- **Possible Motion:** I recommend that the Governing Body of the City of Halsey adopt Resolution 2023-723 A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Requests, Water Services, Sewer Services, Facilities Reservation Rates and Repealing Resolution 2022-712.

Council Options

- 1. Approve as recommended**
- 2. Approve with amendments**
- 3. Provide further direction to staff**
- 4. Deny request**



RESOLUTION 2023-723

A RESOLUTION UPDATING CITY HALL OPERATING FEES, FEES IN CONNECTION WITH LAND USE PLANNING REQUESTS, WATER SERVICES, SEWER SERVICES, FACILITIES RESERVATION RATES AND REPEALING RESOLUTION 2022-712.

BE IT RESOLVED by the City Council of the City of Halsey, a municipal corporation of the State of Oregon, the schedule of fees are established as follows:

SECTION 1. The City of Halsey establishes the following schedule of Miscellaneous Fees and Licenses which are imposed outright for clerical/administrative services, materials, operation, maintenance, and equipment costs.

<u>TYPE</u>	<u>FEE</u>
Election Fee	\$10.00
Lien Search (Title companies)	\$15.00/search
Liquor License Application	\$25.00/application
Notary Fees as dictated by ORS 194.164	\$10.00/per document
NSF, Returned Checks	\$30.00/item
NSF, Bounced Direct Pay	\$30.00/item
Itinerant Merchant Permit	\$50.00/annual

Faxes

Incoming	\$ 0.25/page
Outgoing	\$ 0.25/page

Photocopies/Printing

B&W Copies 8.5 x11	\$0.10/page
Color Copies 8.5x11	\$0.25/page
Larger than 8.5x11	\$0.25/page
Copy of Council/Committee Minutes	\$1.00/set
Copy of City Charter	No Fee
Copy of City Construction Standards	\$10.00/set
Copy of Comprehensive Plan	\$10.00/set
Copy of City Storm Drainage System Master Plan	\$30.00/set
Copy of City Water Master Plan	\$30.00/set
Copy of Development Code	\$25.00/set
Copy of Budget	No Fee

***The above cost is for printing.** Many documents can be found for viewing or download free on the website. Staff can email electronic copies of some documents for free as well.

Public Records

Research fees for public records available under ORS 192.410 to 192.50, and Measure 37

Audio Recordings of Public Meetings	Free to download or email, cost of USB to provide on USB
City Attorney Research	Per Attorney's Hourly Rate, plus costs
Staff Research	\$30.00/hour (1/2 hr minimum), plus costs

Electric Vehicle Charging Station

EV Charging	\$1.00 per hour
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Facilities Reservations (Rate charges are per day)**DEPOSIT REQUIRED**

A \$30.00 deposit is required in addition to a rental fee. The deposit will be refunded upon verification that the facility is left clean and in the condition it was in when initially rented.

COMMUNITY CENTER ROOM

Regular	\$45.00
Halsey Resident	\$35.00

COMMUNITY CNTR ROOM & KITCHEN

Regular	\$60.00
Halsey Resident	\$50.00

PARK PAVILLION

Regular	\$45.00
Halsey Resident	\$35.00

EDUCATIONAL/RECREATIONAL RATE

Educational programs may be scheduled with costs to be determined, based upon the type of class offered. If the facility is rented for a reoccurring weekly rental, a one-time deposit may be paid. The deposit in these cases will be refunded when the weekly rental ceases to exist providing the facility is left in the condition it was initially rented taking into consideration normal wear and tear.

Non-Profit Organizations may qualify for a discounted rate if they regularly serve the citizens of Halsey. Programs offered free to the public may also qualify for a discounted rate.

SECTION 2. The City of Halsey establishes the following schedule for Utility Service fees which are imposed outright for clerical/administrative services, materials, operation, maintenance, and equipment costs and are a requirement of federal funding guidelines.

TYPE**FEE*****Labor***

Public Works	\$70.00/hr. (1 hr. minimum)
Scoop of Gravel Delivered	\$30.00
Abatement	\$110.00/hr. (1 hr. minimum)

Connection

- *All Connection fees may be subject to additional project costs. Please refer to your permit for additional information.*

Water Connection Permit-Residential	\$1,500.00/each residential unit
Water Connection Permit-Multiple Family	\$1,500.00/each apartment unit
Water Connection Permit-Commercial	\$1,500.00 (3 or fewer fixtures) \$1,700.00 (4 - 10 fixtures) \$2,000.00 (11 or more fixtures)
Sewer Connection Permit-Residential	\$1,500.00/each residential unit
Sewer Connection Permit-Multiple Family	\$1,500.00/each apartment unit
Sewer Connection Permit-Commercial	\$1,300.00 (3 or fewer fixtures) \$1,700.00 (4 - 10 fixtures) \$2,100.00 (11 or more fixtures)

Deposits

Water/Sewer Deposits for Residential	\$88.00
Water/Sewer Deposits for Commercial	\$100.00

System Development Charges

Water System Development Charge	\$48.94/WSFU
Sewer (Wastewater) System Development Charge	\$40.07/DFU
Stormwater System Development Charge	\$0.59/Square Foot of Impervious Surface

Misc. Charges

Backflow Device Testing	\$25.00 annual fee October 1 st .
Expansion Tank	\$20.00
Blue Heron Storm Water Pump Station	\$7.00 per month per lot
Storm Water Drainage Utility Fee	\$3.00 per month per lot (Halsey)
After Hours Turn On or Shut Off fee	\$40.00

Water Service - Inside City Limits

Monthly Water Service -- Residential
\$48.50/each residential unit
Allotment from 0-3000 gallons

For each 3001-7000 gallons above the
minimum allotment per connection per month: \$1.25 per 1,000 gal.

For each 7001-15000 gallons above the
minimum allotment per connection per month: \$1.75 per 1,000 gal.

For each 15000+ gallons above the
minimum allotment per connection per month: \$2.25 per 1,000 gal.

Monthly Water Service -- Commercial
\$48.50/each commercial unit
minimum allotment of 3,000 gal.

For each 1,000 gallons above the
minimum allotment per connection per month: \$2.00 per 1,000 gal.

Monthly Sewer Service

Charge-Residential—Sewer Only \$44.00/each residential unit

Charge-Residential \$40.00/each residential unit
Allotment from 0-3000 gallons

\$44.00/each residential unit
Allotment from 3001-7000
gallons

\$49.00/each residential unit
Allotment from 7001-15000
gallons

\$54.00/each residential unit
Allotment from 15000+ gallons

Sewer Service – Inside City Limits

Monthly Sewer Service

Charge-Commercial

One to Two Fixtures

\$40.00

Three Fixtures

\$44.00

Four Fixtures

\$48.00

Five Fixtures

\$52.00

Six Fixtures

\$56.00

Seven Fixtures

\$58.00

Eight Fixtures

\$60.00

Nine Fixtures	\$62.00
Ten Fixtures	\$64.00
Eleven Fixtures	\$66.00
Twelve Fixtures	\$68.00
Thirteen Fixtures	\$70.00
Fourteen Fixtures	\$72.00
Fifteen Fixtures	\$74.00
Thirty-nine Fixtures	\$122.00

Outside City Limits

City Services Outside City Limits: The water and sewer fee will be doubled for customers located outside the city limits, but using City services.

Delinquent Accounts - Applicable to both Water and Sewer

- Bills will be mailed on the last day of the month.
- Payment is due on the 25th of the following month.
- Penalty Charge assessed if payment not received on or before the 5th of the month following the due date.

DELINQUENT CHARGES

\$ 5.00	Penalty Charge (per service)
\$ 15.00	24 Hour Notice
\$ 25.00	Shut-Off/Turn-On Fee

OTHER CHARGES Owner/Occupant Requested Turn-Off Fees

\$ 25.00	Voluntary Turn-Off Fee
\$ 25.00	Voluntary Turn-On Fee

The base rate will be prorated for partial months. Usage charges still apply.

COLLECTIONS

If a delinquent balance is submitted for collections, a fee of 25% of the balance will be added to cover collections costs.

SECTION 3. The City of Halsey establishes the following schedule for Land Use fees which are imposed outright for administrative/clerical services, materials, planning, engineering, legal and publication costs.

<u>TYPE</u>	<u>FEE</u>
Construction/Right of Way Permit Fee	\$30.00
Pre-Application Conference	\$200.00

<u>TYPE</u>	<u>DEPOSIT</u>
Code Interpretation	\$200.00 <i>to be drawn on for costs incurred</i>
Type I Applications	\$250.00 <i>to be drawn on for costs incurred</i>
Type II Applications	\$500.00 <i>to be drawn on for costs incurred</i>
Type III Applications	\$1,000.00 <i>to be drawn on for costs incurred</i>
Type IV Applications	\$1,500.00 <i>to be drawn on for costs incurred</i>
Street Vacation Deposit	\$1,000.00 <i>to be drawn on for costs incurred</i>
Measure 37 Filing Fees	\$1,000.00 <i>to be drawn on for costs incurred</i>

- *Any or all of the above land use fees shall be actual costs for Attorney, Planner, and Engineering, as well as actual costs for staff time, postage, notary, photocopies, publication, and any other costs incurred by the City. The developer/person(s) requesting the above land use shall make a deposit with the City to be drawn on for costs incurred. The City shall return any monies left over from the deposit within 60 days of finalizing the land use action. If there is money owed the City, the developer/person(s) requesting the land use action shall pay the City immediately upon receipt of a bill and prior to receiving any City services. Failure to pay fees as prescribed may result in building permits or other development permits being withheld.*

The City of Halsey has determined that the fees identified herein are not subject to section 11 or 11b, Article XI of the Oregon Constitution. Any petition challenging this determination shall be filed within 60 days after the action of the governing body approving this resolution pursuant to ORS 305.385.

The above fees ensure the continued provision of these services, and the fees provided for herein shall be effective July 1, 2023.

ADOPTED by the City Council this **13th** day of **June 2023**

Jerry Lachenbruch, Mayor

ATTEST:

Hilary Norton, City Administrator

RES 2023-723

Page 6 of 6

L. ORDINANCES & RESOLUTIONS

5. ORDINANCE 2023-445 – An Ordinance Amending the Halsey Municipal Code and Adding Chapter 5.60 Public Camping

Council Action: <i>MOTION</i>

June 13, 2023

Issue Statement: This Ordinance amends the Halsey Municipal Code to add a Chapter on public camping.

Summary: HB 3115 passed by the Oregon Legislature in 2021 requires local governments to amend their ordinances regulating camping, sitting, lying, sleeping, or keeping warm or dry outside on public property to be “objectively reasonable” based on the totality of circumstances as applied to all stakeholders, including homeless people. It essentially codifies Martin v. City of Boise and Blake v. City of Grants Pass. The Grants Pass case relates to the right to camp in vehicles.

Council has discussed this issue in public meetings on April 11, 2023 and May 23, 2023. A public hearing was noticed in The Brownsville Times and the Halsey Happenings and will be held at the beginning of the meeting on June 13, 2023. This ordinance incorporates the decisions Council made in the work session with the city attorney’s recommendations.

The city is required to amend the municipal code by July 1, 2023. If the Ordinance is read twice (or if the Ordinance title is read twice, with Council’s permission) and if Council is able to vote unanimously to adopt the Ordinance it can be adopted in one meeting. If Council is not unanimous, or prefers to hold a second public meeting prior to adopting of the ordinance, Council should consider scheduling a special meeting prior to the end of June.

➤ **Possible Motion:** I recommend that the Governing Body of the City of Halsey adopt ORDINANCE 2023-445 – An Ordinance Amending the Halsey Municipal Code and Adding Chapter 5.60 Public Camping

- **Council Options**
 1. **Adopt as recommended**
 2. **Adopt with amendments**
 3. **Provide further direction to staff**
 4. **Deny request**



ORDINANCE 2023-445

AN ORDINANCE AMENDING CITY OF HALSEY MUNICIPAL CODE AND ADDING CHAPTER 5.60 PUBLIC CAMPING

WHEREAS due to various state and federal regulations and court decisions, the city's existing ordinances related to enforcing camping on public property have been rendered insufficient; and

WHEREAS the Halsey City Council recognizes that some members of our community may be housing insecure including families with children; and

WHEREAS the Halsey City Council acknowledges that it is needful to allow a person to sleep protected from the elements and maintain the essentials for living, while still allowing the use of public spaces as designed and intended; and

WHEREAS the City of Halsey has limited public land available and limited resources to facilitate public camping; and

WHEREAS it is needful to establish time, place, and manner restrictions on public camping to protect the health and safety of all residents, and align the city's regulations with the above referenced state and federal regulations and court decisions; and

WHEREAS the Halsey City Council has discussed the potential revision of the city's camping regulations in public meetings on April 11th 2023 and May 23rd 2023; and

WHEREAS a public hearing was held on June 11th, 2023 prior to consideration of this ordinance;

NOW THEREFORE, THE CITY OF HALSEY ORDAINS AS FOLLOWS:

Section 1: The Halsey Municipal Code is amended to add Chapter 5.60 Public Camping as follows:

Chapter 5.60 – Public Camping

5.60.005 - Purpose.

The purpose of this chapter is to protect the health and safety of residents and regulate the use of public property by establishing time, place, and manner restrictions for public camping.

5.60.010 - Definitions.

- (1) **Camp or camping** means to pitch, erect, create, use, or occupy camp facilities for the purpose of habitation, as evidenced by the use of camp paraphernalia.
- (2) **Camp paraphernalia** includes, but is not limited to, tarpaulins, cots, beds, sleeping bags, blankets, mattresses, hammocks, or outdoor cooking devices or utensils and similar equipment.
- (3) **City Administrator** means the Halsey city administrator, or the city administrator's designee.
- (4) **Dwelling** means a single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.
- (5) **Motor vehicle** means a vehicle that is self-propelled or designed for self-propulsion.
- (6) **Vehicle Camping** means camping inside a motor vehicle or recreational vehicle.
- (7) **Parking lot** means a developed location that is designated for parking vehicles, whether developed with asphalt, concrete, gravel, or other material.
- (8) **Personal property** means items that can reasonably be identified as belonging to an individual and that have apparent value or utility.
- (9) **Public property** means any real property or structures owned, leased, or managed by the city, including public rights-of-way.
- (10) **Public rights-of-way** means all property dedicated to the public for transportation purposes and administered by the City, including streets, roads, bridges, alleys, sidewalks, trails, paths, and all other public ways and areas managed by the City. "Right-of-way" also includes public utility easements to the extent that the easement allows use by the permittee planning to use or using the public utility easement. "Right-of-way" includes the subsurface under and airspace over these areas. "Right-of-way" does not include the airwaves for purposes of CMRS, broadcast television, DBS and other wireless providers, or easements or other property interests owned by a single utility or entity.
- (11) **Recreational vehicle or RV** means a vehicle with or without motive power that is designed for use as temporary living quarters and as further defined by the Oregon Department of Transportation in OAR Chapter 735, Division 022. Examples include motor homes, camping trailers, tent trailers, truck campers, toy haulers with a residential cabin, and camper vans.

(12) **Solid waste** means any garbage, trash, debris, yard waste, food waste, or other discarded materials.

(13) **Store or storage** means to put aside or accumulate for use when needed, to put for safekeeping, or to place or leave in a location.

(14) **Vehicle** within this chapter means a motor vehicle or recreational vehicle

5.60.020 – Public Camping Permitted

(1) Camping on public property is permitted, subject to the time, place, and manner restrictions set forth in sections 5.60.030 and 5.60.040

(2) The prohibitions in Section 5.60.030 and 5.60.040 shall not apply to the following circumstances:

- a) Camping that occurs in accordance with a duly executed emergency declaration made by the City Council, Mayor, or designate; or
- b) Camping that occurs in accordance with a special event authorized by the City Council or City Administrator.

5.60.030 – Time, Place, and Manner Restrictions

(1) People who do not have any other permanent residence or dwelling and are involuntarily homeless are not prohibited from camping in the public rights-of-way or on public property, provided camping occurs in compliance with the time, place, and manner restrictions in this section.

(2) Time

- a) Camping, where not prohibited, may only occur between 8:00 pm and 7:00 am.
- b) Enforcement of time restrictions may be suspended by the City Administrator or by Linn County Sheriff's Office when necessary or appropriate to respond to an individual's disability or unique circumstances, or to extreme weather conditions or other hazardous event.

(3) Place

Except as expressly authorized by the Halsey Municipal Code, it is unlawful to establish, use, or occupy a campsite in the following locations:

- a) The Halsey Memorial Park
 - b) The Veterans Memorial Park
 - c) Halsey City Hall, the parking lots adjacent to City Hall, and the land north of City Hall designated to become the north park
 - d) The Halsey City Library and adjacent parking lot
 - e) The Halsey-Shedd Rural Fire Protection building, and adjacent parking lot
 - f) On land inside the Residential Zone except as permitted in Section 5.60.060.
 - g) Within 50 feet of the property line of a lot or parcel containing a dwelling
 - h) Within 200 feet of the property line of a parcel or lot containing a public or private school
 - i) Any location that the Fire Chief, Fire Marshall, or designate determines to constitute an elevated threat of fire at a particular time of year.
 - j) Within 50 feet of railroad tracks or a railroad crossing.
- (4) Manner

Camping, when and where not prohibited, is subject to the following:

- a) Individuals, camp materials, camps, or personal property may not obstruct sidewalk accessibility or passage, streets, accesses to buildings or properties, clear vision areas, fire hydrants, City or other public utility infrastructure, drainage ditches, or otherwise interfere with the use of the right-of-way for vehicular, pedestrian, bicycle, or other passage.
- b) A camp is limited to a spatial footprint of 10 feet by 10 feet, or 100 square feet.
- c) Structures erected using plywood, wood materials, pallets, or other materials are prohibited. Items such as free-standing tents and similar items used for shelter that are readily portable are not structures for purposes of this section.
- d) Obstruction or attachment of camp materials or personal property to fire hydrants, utility poles or other utility or public infrastructure, fences, trees, vegetation, vehicles, buildings, or pavilions is prohibited.
- e) All camp materials and personal property must be contained within the tent or tent like structure except for one mobility device (bike, wheelchair, and etc.) per person

may be stored outside. For the purpose of this section, a bike with an attached bike trailer is considered one mobility device.

- f) Individuals may not accumulate, discard, or leave behind garbage, debris, unsanitary or hazardous materials, or other items of no apparent utility in public rights-of-way, on City property, or on any adjacent public or private property.
 - g) Open flames, recreational fires, burning of garbage, bonfires, or other fires, flames, or heating deemed unsafe by the Halsey Shedd Rural Fire Protection District are prohibited. Camp stoves, camp heaters and other warming devices that are self-contained, in good working condition, and are constantly supervised are permitted unless deemed a fire hazard by the Fire Chief, Fire Marshal, or designee.
 - h) Dumping of gray water (i.e., wastewater from baths, sinks, and similar) or black water (i.e., sewage) into any facilities or places not intended for gray water or black water disposal is prohibited. This includes but is not limited to storm drains, directly into waterways or onto the ground, which are not intended for disposal of gray water or black water.
 - i) Unauthorized connections or taps to electrical or other utilities, or violations of building, fire, or other relevant codes or standards, are prohibited.
 - j) Digging, excavation, terracing of soil, alteration of ground or infrastructure, or damage to vegetation or trees is prohibited.
 - k) All animals must be kept in a crate or kept under control on a leash no longer than 15' at all times.
 - l) All camps, campsites, or camping paraphernalia must be physically attended at all times. If the owner of the campsite leaves, all personal property must be taken with them.
 - m) Campers must comply with Chapter 5.50 Unnecessary Noise at all times.
- (5) Notwithstanding the provisions of this section, the city administrator may temporarily authorize camping or storage of personal property on public property by written order that specifies the period of time and location, upon determining it to be in the public interest and consistent with City Council goals and policies.

5.60.040 – Vehicle Camping on Public Property

Vehicle Camping on public property is permitted, subject to the following conditions:

- (1) Vehicle camping must comply with the restrictions in 5.60.030 except the space restriction in (4) b).
- (2) Vehicle camping is not allowed to obstruct streets, driveways, sidewalks, walkways, building accesses, property accesses, or vision clearance areas near corners at intersections.
- (3) Vehicles used for vehicle camping must be operable and legally drivable.
- (4) Vehicles used for vehicular camping must be moved at least 200 feet every 96 hours.
- (5) All personal property must be contained within the vehicle. No personal property, garbage, or debris may be accumulated on the right of way near the vehicle.
- (6) Recreational vehicle blackwater and graywater tanks must not be discharged into the sewer system or the stormwater system, including ditches.
- (7) In the Residential Zone, a recreational vehicle may be parked on the right of way for no more than 96 hours within a fourteen-day period.
- (8) Relocating the recreational vehicle from one location on the public right-of-way within the Residential Zone to another location on the public right-of-way within the Residential Zone shall not extend the time limits for parking.

5.60.050 – Camping on Commercial or Industrial Property, or Property Owned or Controlled by a Non-Profit or Religious Institution

- (1) The owner of a commercial or industrial property, a non-profit, or a religious institution/place of worship may allow vehicle or tent camping to persons, provided:
 - a) The property owner first notifies the city of their intent to allow camping, and of their ability to comply with the other requirements in this section. An inspection must be performed by the city to confirm that sanitary facilities are in place, required setbacks are met, and any storage areas are screened, before vehicle or tent camping commences.
 - b) Such accommodations are made free of charge; and
 - c) Occupancy is limited to three or fewer vehicles or tents at the same time, in any combination; and
 - d) Vehicles or tents are located within an on-premises parking lot, and are spaced at least 10 feet apart; and

- e) All items and materials are stored in vehicles or tents or in a separate storage area that is screened from view from adjacent properties and public rights-of-way; and
 - f) Campers are provided access to sanitary facilities, including a toilet, hand washing and trash disposal facilities, with such facilities being at least 20 feet from the property line of a residential use property if not fully contained within a building.
- (2) A property owner who allows camping pursuant to subsection (1) of this section may revoke that permission at any time and for any reason.
- (3) Notwithstanding the provisions of this section, the city administrator may:
- a) The Revoke the right of a property owner to allow camping on property described in subsection (1) of this section upon finding that the property owner or a camper has violated any applicable law, ordinance, regulation or agreement, or that any activity occurring on that property by a camper is incompatible with the use of the property.
 - b) A permission revoked by the city administrator under this subsection is subject to notice. Notice will be provided in writing, mailed to the address of record and posted at the site. Notice will include information on how to appeal the decision. A property owner wanting to appeal the decision must submit their appeal in writing to the City within 10 days of the notice of decision. The appeal will be reviewed by the City Council in the next available Council meeting, but no sooner than seven days after the written appeal was received by the city.
- (4) Any person whose permission to camp on property has been revoked pursuant to subsections (2) or (3) of this section must vacate and remove all belongings from the property within four hours of receiving such notice.
- (5) All persons participating in a camping program described in subsection (1) of this section do so at their own risk, and nothing in this section or chapter creates or establishes any duty or liability for the City or its officers, employees, or agents, with respect to any loss related to bodily injury (including death) or property damage.

5.60.060 – Recreational Vehicle Residency on Residential Property

Recreational vehicle camping or temporary residency is permitted on privately owned residential property subject to the following restrictions:

- (1) Individuals intending to camp or temporarily reside on private residential property in a recreational vehicle must register with the city before camping can commence.
- (2) Residential camping requires written permission from the property owner. The property owner can rescind permission at any time.
- (3) Recreational vehicles used for camping on residential property may be placed in the side or rear yard or in a paved or graveled driveway.
- (4) Residential camping may occur only in vehicles designed for occupancy, including recreational vehicles, campers, travel trailers, fifth wheels, toy haulers, and similar.
- (5) Recreational vehicles used for camping on residential property must comply with the setbacks identified in the Halsey Development Code for accessory structures, unless the camper first applies to the City for an exception, and if that application is approved.
- (6) Discharging gray or blackwater from RVs into the Halsey sewer system or storm drainage system, including ditches, is prohibited.
- (7) No personal property may be stored outside the RV unless it is contained in another structure such as a shed.
- (8) No more than three such recreational vehicle campers shall be allowed on any residential property.
- (9) Use of generators is prohibited between the hours of 10:00 pm and 6:00 am.

5.60.070 – Scheduling and Notice of Campsite Cleanup

- (1) Cleanup of illegal campsites will be scheduled by the City Administrator in coordination with the Linn County Sheriff's Office
- (2) Notification of cleanup for illegal campsites will be posted 72 hours prior to a cleanup event. Signs will be posted on adjacent buildings if feasible, or on stakes in the ground stating the time and date of the cleanup and the time and date of the notice posting. Campers will have 72 hours from that time to remove camping materials and personal belongings, or they become subject to removal, confiscation, or destruction as established in 5.60.080.
- (3) Notwithstanding subsections (1) and (2) of this section, cleanup of campsites may occur immediately and without notice if the Linn County Sheriff's Office determines that either of the following conditions exist:
 - a) An emergency such as possible site contamination by hazardous materials or where there is an immediate danger to human life or safety;

- b) Illegal activity other than camping.
- (4) At the cleanup event, written notice will be posted and distributed with information on how to retrieve property that was retained during the event.
- (5) Written notices will be in both English and Spanish.
- (6) Copies of all notices will be provided to the Oregon Department of Human Services and/or the Linn County Human Services Department.

5.60.080 – Removal, Storage, and Retrieval of Personal Property

- (1) Personal property will be separated from solid waste during cleanups. Solid waste will be immediately discarded. Items of personal property will be turned over to law enforcement or public works and stored. The personal property shall be stored for no less than 30 days, during which time it will be reasonably available to persons claiming ownership of the personal property.
- (2) When conducting a campsite removal, the City shall arrange in advance for a location for personal property to be stored.
- (3) Any personal property that remains unclaimed for 30 days after the cleanup may be disposed of, sold, donated, used, or transferred as abandoned personal property, but no waiting period beyond the 30 days is required prior to the disposal, sale, donation, use, or transfer.
- (4) Weapons, drug paraphernalia, and items which reasonably appear to be either stolen or evidence of a crime may be retained or disposed of by law enforcement in accordance with applicable policies and procedures.

5.60.080 – Violation -- Penalty

A violation of a provision of this chapter, or an order issued under authority of this chapter, is punishable by a fine not to exceed \$500.00.

5.60.090 – Separate violations

Each day's violation of a provision of this chapter, or an order issued under authority of this chapter constitutes a separate offense.

Section 2 – Severability

If any provision, section, sentence, or phrase of this chapter shall for any reason be adjudged or declared by any court of competent jurisdiction to be unconstitutional or invalid, such judgment or decision shall not affect the validity of the remaining portions of this chapter.

Section 3 - Effective Date

This ordinance will go into full force and effect on the 30th day after City Council enactment as provided in the Halsey Charter.

PASSED AND ADOPTED by the City Council this _____ day of _____.

READ before the Council this 13th day of June 2023

READ before Council this 13th day of June 2023

Adopted this _____ day of _____ 2023

Effective this _____ day of _____ 2023

APPROVED:

Jerry Lachenbruch, Mayor

ATTEST:

Hilary Norton, City Administrator/Recorder

L. ORDINANCES & RESOLUTIONS

6. ORDINANCE 2023-446– An Ordinance amending the Halsey Municipal Code Chapter 6.15 Traffic		
Council Action:	<i>NONE</i>	June 13, 2023

Issue Statement: This ordinance removes the old language about RV camping in the residential zone from the traffic ordinance, so that all rules about public camping will be in the same place.

Summary: The restrictions about recreational vehicles on the right of ways in the residential zone has been removed from the parking section of the camping ordinance and added to the new HMC Chapter 5.60 Public Camping.

- This is a first reading of the Ordinance.



ORDINANCE 2023-446

AN ORDINANCE AMENDING CITY OF HALSEY MUNICIPAL CODE CHAPTER 6.15 RELATING TO TRAFFIC.

WHEREAS it is necessary to regulate public use of the right of ways to ensure safety for all; and

WHEREAS parking certain types of vehicles on the right of way may obstruct streets, driveways, sidewalks, walkways, building accesses or vision clearance areas; and

WHEREAS storage of personal property on the right of way may obstruct access to public utilities for emergency repairs;

NOW THEREFORE, THE CITY OF HALSEY ORDAINS AS FOLLOWS:

Section 1: 6.15.030 Definitions

The definition of Recreational Vehicle is amended to read as follows:

“Recreational vehicle” means a motor home, fifth wheel with living space, camper, travel trailer, or livestock trailer with living space.

Section 2: The Halsey Municipal Code Chapter 6.15.175 is amended, in total, to read as follows:

6.15.175 Regulating the parking of trucks, recreational vehicles, trailers, and boats.

(1) Except as provided in subsections (2) and (3) of this section, it shall be unlawful to park any motor truck, trailer, or boat upon streets within the city.

(2) This prohibition shall not apply to the following:

(a) Utility trucks, when parked at the location of utility installation, repair or maintenance work in progress;

(b) Mail trucks, when actually in use for the delivery of mail;

(c) Trucks of any kind when actually in use for the delivery or loading of material, products or property. When trucks are parked in the restricted area of the city, delivery or loading activities must be continuous with no break in such activities lasting for more than 30

minutes. In the event delivery or loading activity ceases for more than one hour, the truck shall be deemed to be parked in violation of this chapter;

(d) Semi-trucks and semi-truck trailers parked on West 1st Street or West 2nd Street for a period of less than 72 hours;

(3) Except as provided in Chapter 5.60 Public Camping, it shall be unlawful to park any recreational vehicle upon the streets within the city.

Section 3 - Effective Date

This ordinance will go into full force and effect on the 30th day after City Council enactment as provided in the Halsey Charter.

PASSED AND ADOPTED by the City Council this _____ day of _____.

READ before the Council this 13th day of June 2023

READ before Council this ____ day of _____ 2023

Adopted this ____ day of _____ 2023

Effective this ____ day of _____ 2023

APPROVED:

Jerry Lachenbruch, Mayor

ATTEST:

Hilary Norton, City Administrator/Recorder

M. EXECUTIVE SESSION

1. City Administrator Evaluation		
Council Action:	NONE	June 13, 2023

Issue Statement: The Halsey City Council will go into Executive Session pursuant to ORS 192.660(i) to discuss the annual evaluation of the City Administrator. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions as provided by ORS 192.660 but must not disclose any information discussed.

Summary: City Administrator Evaluations were completed by Councilors and returned to the Mayor at the May Council Meeting. The Council entered executive session to discuss feedback for the City Administrator. The Mayor compiled averages of the evaluation scores and prepared an evaluation that includes Council's combined feedback.

The purpose of this executive session is to deliver the evaluation to the City Administrator.

- This item is for discussion. No decisions can be made in executive session.