



## Council Packet

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

Tuesday January 9, 2023  
7:00 PM

**HALSEY CITY COUNCIL MEETING**  
**Tuesday January 9, 2024 – 7:00 P.M.**  
***Halsey Community Center***  
***100 Halsey Street, Halsey, OR 97348***  
**(541) 369-2522 / TTY: 1-800-735-2900**

**AGENDA**

**A. MEETING CALLED TO ORDER**

**B. ROLL CALL**

**C. PLEDGE OF ALLEGIANCE**

**D. COUNCIL MINUTES**

1. Amended Council Meeting Minutes – November 14, 2023
2. Council Meeting Minutes -December 12, 2023

**E. FINANCIAL REPORTS AND JOURNAL ENTRIES**

1. **November**
2. **December**
  - a. **Hiring a bookkeeper**

**F. AGENDA ADJUSTMENTS**

**G. DELEGATIONS**

1. Linn County Sheriff's Office
2. Dave Kinney Council Goals Presentation
3. Briana Parra Introduction

**H. CITIZEN COMMENTS (Non-Agenda items)**

*This is the time for interested citizens and anyone in the audience to address the Council on any items of concern.*

**I. REPORTS TO COUNCIL**

1. Employee Reports
  - a. City Administrator – Wes Hare
  - b. Public Works Department – Andy Ridinger
  - c. Library – Abi Vinson
2. Council Reports
  - a. Mayor's Report
  - b. Central Linn School District – Michelle Isom
  - c. Oregon Cascades West Council of Governments – Jeremy Romer

**J. OLD BUSINESS**

**K. NEW BUSINESS**

1. **Filling Ken Lorensen's vacant council seat**

**L. ORDINANCES & RESOLUTIONS**

**M. ADJOURNMENT**



### **MEETING LOCATION AND FORMAT**

The Halsey City Council will meet in person in the Council Chambers upstairs in City Hall. Members of the public may attend in person or remotely via telephone or Zoom.

**Please use the following phone number:**

**1-253-215-8782**

**Meeting ID: 343-141-9714**

Please contact city staff in advance for an invitation link to be emailed to you if you prefer to log in via computer or another device. An audio recording of the meeting will be posted on the website within 48 hours of the meeting.

All City Council meetings are recorded. Audio recordings of past meetings are available at [www.cityofhalsey.com](http://www.cityofhalsey.com). The location of this meeting is accessible to the disabled. If you have a disability that requires accommodation, please notify the City Hall office at least 48 hours in advance of the meeting: [cityrecorder@cityofhalsey.com](mailto:cityrecorder@cityofhalsey.com) | 541-369-2522/ TTY 1-800-735-2900

#### D. COUNCIL MINUTES

Council Minutes		
Council Action:	<b>MOTION</b>	<b>December 12, 2023</b>

**Issue Statement:** Council is asked to review and approve the minutes from the Council Meeting on December 12, 2023.

- **Possible Motion:** I move that the Governing Body of the City of Halsey approve December 12th City Council minutes as submitted.

- **Council Options**

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

## **REGULAR CITY COUNCIL MEETING**

December 12, 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: Councilor Stacy Strauss, Council President Michelle Isom, Councilor Ken Lorensen, Councilor Gabriel Flores, Councilor Jeremy Romer, Councilor Scott LaCoste, Mayor Jerry Lachenbruch

Absent:

Staff Present: Interim City Administrator Wes Hare, Municipal Clerk Audrey Whiddon,

Guests: Captain Brandon Fountain-LCSO, Carl Shaum, Cecelia Shaum

Remote

Participants: Admin Assistant Amber Murray, Librarian Abi Vinson, Tia Parrish,

### **PLEDGE OF ALLEGIANCE**

### **COUNCIL MINUTES**

Council is asked to review and approve the minutes from the Council Meeting on November 14, 2023. Council President Isom asked that two amendments be made to the November 14, 2023 minutes. The first amendment regarding the new phones for the City. The second regarding the report on Central Linn School District. The minutes will be presented again at the next Council Meeting for approval.

### **FINANCIAL REPORTS**

The November Financial reports are not yet available. They will be submitted during the January Council Meeting.

### **AGENDA ADJUSTMENTS**

### **DELEGATIONS**

Linn County Sheriff's Office: Captain Fountain

There were six traffic warnings, two arrests were made, thirty-nine overall complaints were made during the month of November. Captain Fountain provided the following overview of the November Sheriff's Report

- There was a trailer stolen on G St.
- The post office was broken into, they do have a suspect in that case.
- Halsey was one of several Cities in Oregon that received a bomb threat, along with other states. The threat originated from outside of the country.

Councilor Strauss stated that the extra patrols around the school zones have gone noticed and is appreciated.

## CITIZEN COMMENTS

There were no citizen comments.

## REPORTS TO COUNCIL

### Interim City Administrator: Wes Hare

- Central Linn School Board Meeting – Spoke about ways that the City and the School District can work together. Reintroducing the "If I Was a Mayor Essay", also ways that the City Library could be a benefit to the children in the school district. Possibly inviting classes to attend meetings to get a sense of how government works.
- Council Goals – We received the first draft of the goals. Went over the goals with Dave Kinney about how to implement them. The final draft will be presented at the January Council Meeting.
- City Administrator Job Opening – We are in contact with applicants.
- Meeting with Representative Jami Cate – Mayor Lachenbruch, Public Work Lead Andy Ridinger, and Interim City Administrator Wes Hare attend the meeting. Representative Cate went over some of the updates of bills she is working on along with the Governor's priorities. Representative Cate gave some suggestions on how to get projects for the City funded.

### Library: Abi Vinson

- Patrons- There were a total of Sixty-eight patrons for the month of November. Three new library cards were issued. November was a little slow since the library was closed for five days in November.
- Collection Update- Ten new books were added to the collection in November.
- Sharing Hand Food Drive- The food drive is going on until the end of the month, citizens get a free book when they donate.



- ADA Grant- Submitted the application for the grant. Hoping to use the grant for a new door. It may take a few months to hear back on the grant application. So far one quote has been given for new doors, the amount quoted is about 10,000 dollars.
- Story Time- Scheduled for December 22<sup>nd</sup>, there will be crafts, snacks, hot coco and a story.
- American Library Association – Got membership, which also comes with membership to the Oregon Library Association. They can connect the library with grants and assistance with grant proposals.
- Grant Writing Courses – Librarian Abi starts classes on December 13,2023, will be work a few more hours a week. Looking into USDA grant and another small grant for outreach and events.

Sharing Hands: Ken Lorensen

- Expansion Project- Councilor Lorensen reported that Sharing Hands new building is coming along. All the exterior walls are up. They are about halfway on funding for the building. They have had about 4-8 volunteers every day. They post updates regularly on Facebook of the building progress.

Central Linn School District: Michelle Isom

- Bond- Councilor Isom reported that they are in very preliminary process of putting together a bond. They are putting together committees, will be asking staff and citizens their opinions. It is a few years out.

Oregon Cascades West Council of Governments Board: Jeremy Romer

There is nothing new to report this month.

**NEW BUSINESS**

There was no New Business.

**Old Business**

Councilor Lorensen last official Council Meeting is tonight December 12,2023.

**ADJOURNMENT**

Meeting adjourned at 7: 37pm.

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Admin Assistant, Amber Murray

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Mayor Jerry Lachenbruch

## REGULAR CITY COUNCIL MEETING

November 14, 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 p.m.

### ROLL CALL

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

Absent: Councilor Jeremy Romer

Staff Present: Interim City Administrator Wes Hare, Municipal Clerk Amber Murray, Municipal Clerk Librarian Abi Vinson, Municipal Clerk Audrey Whiddon

Guests: Sgt. Steve Frambes LCSO,

Remote

Participants: Public Works Lead Andy Ridinger, Tia Parrish, Briana Parra

### PLEDGE OF ALLEGIANCE

### COUNCIL MINUTES

The council was asked to review and approve the minutes from the October 10, 2023 Council Meeting.

**Motion:** I move that the Governing Body of the City of Halsey approve the October 10, 2023, City Council Minutes as submitted

**Motion by:** Councilor Isom, Seconded by Councilor Ken Larson

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

### FINANCIAL REPORTS

Council was asked to review and approve the Financial Reports and Journal Entries for September and October 2023

**Motion:** I move that the Governing Body of the City of Halsey approve the October 2023 Financial Reports and Journal Entries as Submitted

**Motion by:** Councilor Lorensen, Seconded by Councilor Strauss

**Vote:**



**Ayes:** Unanimous  
**Motion Carries**

## **AGENDA ADJUSTMENTS**

*There were no agenda adjustments.*

## **DELEGATIONS**

Linn County Sheriff's Office: Sargeant Frambes

Sergeant Frambes provided the following overview of the October Sheriff's Report.

- There were two traffic citations, six traffic warnings, three arrests, and thirty-six complaints made during the month of October 2023.
- Deputies are receiving medical training to be able to help the local Fire Departments. This came in handy when a 18 month old child was burned by hot grease from the stove.
- Deputies responded to a structure alarm. One employee was arrested on a outstanding warrant.
- 58-year-old resident was arrested for online Sexual Corruption of a child. A relative was arrested at the same location and time for other charges. (Question from Council LaCoste- Is there anything that can be done about a sex offender so close to a school. Sgt Frambes advised that there was nothing to be done as there had not been a conviction. Also, the crime needed to be a measure 11 conviction for a ban to be put in place.)
- Parking violations-Education first and Citations are a last resort.
- A vehicle was broken into near the Halsey Post Office. The gas cap was damaged when someone tried to siphon gas from the vehicle. (Council Flores asked if there was more that could be done to stop the early morning gas siphoning. Sgt Frambes advised that people need to call when they see something strange. No extra patrols at this time.

*Honey Hole: Tim Brandvolo and James Walter*

- *Tim Brandvolo advised that if the OLCC permit was granted they would close on the purchase of Julies Tavern Nov 19<sup>th</sup>. They hoped to keep the current staff and make some renovations to include a outdoor seating area. Tim has been a mortician for 28 years and has had a dream to own a bar and grill.*
- *Jim Walter is a Disabled Veteran and a stay-at-home dad. He has a background in food preparation. He will be bringing his expertise in smoking meats to the Honey Hole.*

*Central Linn Community Foundation: Chenoweth Robertson*

- *Councilor Flores commended the Foundation for its good works.*
- *Robertson advised that the grants to the applicants will be awarded in April.*
- *The council granted a \$500 donation to the Foundation.*

## **CITIZEN COMMENTS**

*There were no citizen comments.*

## **REPORTS TO COUNCIL**

*Interim City Administrator: Wes Hare*

- Well-69R is funded by grants and loans. The city is waiting for Job bids to proceed. A bid could come as early as next week.
- I and I Project need to have the project planning (paid for by loans) done before they know how much the building phase will cost. There is also an issue with ORPD removing some trees. The mayor and Wes will work on getting this done.
- The Clean Water State Fund Project is part of well 69R.
- Administrator recruitment: There are currently 6 applicants. Council to review the applications.
- Public Works Vector truck is down. Repair assessment is ongoing. A decision will need to be made after the assessment is complete. Does the City repair the current truck or replace it. Andy Ridinger will address the Council later in the session.
- The City Hall will be getting a new phone system. Wes wanted to thank Amber Murray for her work on this project. It will bring the City's phone system up to date and save the city some money at the same time.

*Public Works: Andy Ridinger Via Remote*

- *Water Distribution: Produced 2,013,00 gallons.*
- Water Distribution: Water Produced 2,013,000 gallons.
- Daily Average 65,000 gallons
- Wastewater collected: 3-water leaks, all were water services. The leaks were on W. H. st, 600 block of W G st, 200 block of Cormorant. Installed a new service to 813 W. 2<sup>nd</sup> St. Flushed all dead-end water lines throughout town.
- Sewer: This is the 3<sup>rd</sup> time we have had the Vector truck in the shop for transmission issues. The last two transmission problems, the failure reported indicated the input shaft was broken, and the cause was a shock overload. The list of probable causes did not match the way we operate or drive the truck. With that being said, the report indicated nothing in the transmission is the cause of the failure and deemed unwarrantable on this last transmission issue. For them to find the external probable cause they need a transmission. As of now we are having them do a bottom end diagnostic on the motor to eliminate or confirm a probable cause. We find the external problem or make plans to

replace the vector truck. The cost of the transmission and approximately 10 hours of time to troubleshoot the problem is \$7500. Wes will have this topic in his report as well. I wanted to add that this piece of equipment is very valuable for the operations and maintenance of the Public Works.

- Streets: 2 trees were cut down on the east side of town, public works cleaned up the sights.
- Drainage: We installed #2 pump that we had in the shop at the Blue Heron drainage pump station. We installed some new level floats and had to pull #1 pump out and take it into the shop because a thermal switch was out. Installed a section of drainage pipe on the 100 block of E. C St.
- Miscellaneous: Replaced the hot water tank at the shop. Hopper mower repair (new starter).

Library: Abi Vinson

- We had a total of 88 visitors with an average of 4.4 per day. 58 items were checked out in the month of October and 15 were renewed. 4 library cards were issued to new patrons.
- We added 51 books to the collection in September. We received a donation of Spanish books from the Sweet Home library that will be in circulation soon.
- Banned Book Week and the Halloween art workshop both went well. I am currently planning events for the Holiday season.
- I am working on an application for the Accessible Small and Rural Communities grant from ALA. We could potentially receive \$10,000 to \$20,000 to use towards making our library more accessible to people with disabilities. If we win this grant, I would like to use it to join Libby. I am currently researching grants to go toward expanding the library. (Update from the council packet: Abi advised that she did not think the money from the grant would be well spent to join the Libby organization. The fees and such would be cost prohibitive. She would rather use the money to update the entrance to comply with ADA standards.)
- We are hosting a food drive at the library to benefit Sharing Hands. We are accepting non-perishable foods at the library and city hall will be accepting perishable foods.

Sharing Hands: Ken Lorensen

- The current focus is on the new building. The current rental building is not laid out well and is not very effective. The new building is more like a warehouse and can hold more in the store. The building is ½ funded. In 1 week, the foundation for the new building will be started.
- Volunteers are needed to help with the building and with the store.
- Sharing Hands started by helping feed 30 families and has grown to 300 families.

Central Linn School District: Michelle Isom

- She was unable to attend the Monday meeting.



- *She left tonight's meeting early to come to the Council meeting. Discussed at the meeting was the school going back to 5 days a week instead of 4. The difficulty is the lack of bus drivers.*
- *The number of school hours is very close to State minimums. They need to have more hours for attendance in case they need to close schools for weather and such. The difficulty in extending hours is with, the districts need for bus drivers.*
- *Solutions are being discussed.*

Oregon Cascades West Council of Governments Board: Jeremy Romer

There was no report this month.

## OLD BUSINESS

*There was no Old Business*

## NEW BUSINESS

1. *OLCC: liquor License request for the Honey Hole Bar and Grill*

**Motion by:** Councilor Isom, Seconded by Councilor Lorensen

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

2. *Adopt terms of the Wastewater Planning Agreement loan.*

**Motion by:** Councilor Lorensen, Seconded by Councilor LaCoste

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

3. *Waiste Water Building Project*

**Motion by:** Councilor Lorensen, Seconded by Councilor LaCoste

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

Short discussion on the City Council becoming more involved with the light parade.

## ORDINANCES & RESOLUTIONS

## ADJOURNMENT

Meeting adjourned at 8:10 pm

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**Municipal Clerk Audrey Whiddon**

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**Mayor Jerry Lachenbruch**

## E. FINANCIAL REPORTS

Financial Reports & Journal Entries	
Council Action:	January 9, 2023

**Issue Statement:** We are contracting with a professional bookkeeper for monthly reconciliation for the last 3 months and end of year payroll and payroll tax payments.

Financial Statement: Fiscal YTD Showing percentage of budgets spent.



CITY OF HALSEY  
COMBINED CASH INVESTMENT  
JANUARY 31, 2024

COMBINED CASH ACCOUNTS

01-0001001	COMBINED CASH - CHECKING	53,576.76
01-0001002	MONEY MARKET	44,117.34
01-0001003	INVESTMENT POOLED	2,145,708.72
01-0001075	UTILITY CASH CLEARING ACCOUNT	( 3,864.83)
TOTAL COMBINED CASH		2,239,537.99
01-0001100	XPRESS DEPOSIT ACCOUNT	59,203.75
01-0001000	CASH ALLOCATED TO OTHER FUNDS	( 1,856,750.55)

TOTAL UNALLOCATED CASH	441,991.19
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CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO (10) GENERAL FUND	101,131.60
18	ALLOCATION TO VEHICLE & EQUIP RESERVE	32,090.42
20	ALLOCATION TO (20) STREET FUND	39,021.46
25	ALLOCATION TO (25) STREET & PATHWAY FUND	76,760.63
40	ALLOCATION TO (40) BOND FUND	5,723.66
55	ALLOCATION TO (55) LIBRARY FUND	11,170.62
60	ALLOCATION TO (60) WATER FUND	420,895.59
61	ALLOCATION TO (61) SEWER FUND	265,416.83
62	ALLOCATION TO (62) WATER RESERVE FUND	351,017.98
63	ALLOCATION TO (63) SEWER RESERVE FUND	193,656.13
65	ALLOCATION TO STORM WATER BLUE HERON FUND	33,079.94
68	ALLOCATION TO (68) STORM WATER DRAINAGE FUND	24,830.88
72	ALLOCATION TO (72) WATER SYSTM DEVELOP CHG	111,150.67
73	ALLOCATION TO (73) SEWER SYSTM DEVELOP CHG	32,017.97
74	ALLOCATION TO (74) STORMWATER SYSTEM DEVELOP	141,226.76
80	ALLOCATION TO (80) VETERANS MEMORIAL PARK	10,258.93
85	ALLOCATION TO (85) HALSEY CITY PARK FUND	7,300.48
TOTAL ALLOCATIONS TO OTHER FUNDS		1,856,750.55
ALLOCATION FROM COMBINED CASH FUND - 01-0001000		( 1,856,750.55)

ZERO PROOF IF ALLOCATIONS BALANCE	.00
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CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(10) GENERAL FUND

ASSETS

10-0001000	EQUITY IN POOLED CASH	101,131.60	
10-0001010	PETTY CASH	400.00	
	TOTAL ASSETS		101,531.60

LIABILITIES AND EQUITY

LIABILITIES

10-0002090	STATE TAXES WITHHOLDING	1,166.76	
	TOTAL LIABILITIES		1,166.76

FUND EQUITY

10-0003010	FUND BALANCE	287,539.00	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	113,461.46	
	BALANCE - CURRENT DATE	113,461.46	
	TOTAL FUND EQUITY		401,000.46
	TOTAL LIABILITIES AND EQUITY		402,167.22

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(10) GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
10-000-40-100 BEGINNING CASH ESTIMATE	.00	.00	265,000.00	265,000.00	.0
10-000-40-101 CURRENT TAXES	.00	352,299.46	362,000.00	9,700.54	97.3
10-000-40-102 PRIOR TAXES	.00	2,885.05	5,850.00	2,964.95	49.3
10-000-40-151 CIGARETTE TAX APPORTIONM/OTHER	.00	408.10	800.00	391.90	51.0
10-000-40-152 OLCC TAX APPORTIONMENT/OTHER	.00	9,378.16	18,000.00	8,621.84	52.1
10-000-40-153 STATE REV SHARING/OTHER TAXES	.00	5,699.60	11,000.00	5,300.40	51.8
10-000-40-154 AT&T PROPERTY TAX	.00	1,241.28	1,250.00	8.72	99.3
10-000-40-201 PP&L FRANCHISE FEE	.00	12,057.79	25,000.00	12,942.21	48.2
10-000-40-202 R.T.I. PHONE FRANCHISE FEE	.00	.00	1,000.00	1,000.00	.0
10-000-40-204 NW NATURAL GAS FRANCHISE FEE	.00	.00	9,000.00	9,000.00	.0
10-000-40-205 ZAYO FRANCHISE FEE	.00	3,000.00	3,000.00	.00	100.0
10-000-40-250 MUNICIPAL FINES	.00	611.50	1,000.00	388.50	61.2
10-000-40-300 AT&T TOWER LEASE	1,877.37	13,141.59	21,000.00	7,858.41	62.6
10-000-40-351 OFFICE SVCS/MISC INC	.00	7.10	100.00	92.90	7.1
10-000-40-353 NOTARY SVCS/MISC INC	.00	120.00	130.00	10.00	92.3
10-000-40-355 LIEN SEARCH FEES/MISC INC	.00	400.00	400.00	.00	100.0
10-000-40-356 MISC ADMIN FEE/MISC INC	.00	25.00	600.00	575.00	4.2
10-000-40-451 PERMIT FEES	.00	5,580.74	10,000.00	4,419.26	55.8
10-000-40-454 PLANNING REVIEW FEES	.00	1,450.00	4,000.00	2,550.00	36.3
10-000-40-459 EV CHARGE STATION	.00	.00	500.00	500.00	.0
10-000-40-650 INTEREST ON INVESTMENTS	.00	1,591.04	6,000.00	4,408.96	26.5
10-000-40-705 GRANTS	.00	5,000.00	16,000.00	11,000.00	31.3
10-000-40-735 CMTY CTR RESERVATION/DEPOSITS	.00	675.00	800.00	125.00	84.4
TOTAL REVENUE	1,877.37	415,571.41	762,430.00	346,858.59	54.5
TOTAL FUND REVENUE	1,877.37	415,571.41	762,430.00	346,858.59	54.5

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(10) GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
<u>PERSONNEL SERVICES</u>					
10-110-50-5100	PAYROLL	.00	56,152.30	128,000.00	71,847.70 43.9
10-110-50-5201	FICA TAXES	.00	3,455.49	8,000.00	4,544.51 43.2
10-110-50-5202	MEDICARE TAXES	.00	808.12	2,000.00	1,191.88 40.4
10-110-50-5203	STATE UNEMPLOYMENT TAXES	.00	239.57	2,000.00	1,760.43 12.0
10-110-50-5204	WORKERS COMPENSATION TAXES	.00	19.59	100.00	80.41 19.6
10-110-50-5205	PAID FAMILY LEAVE	.00	.00	300.00	300.00 .0
10-110-50-5300	EMPLOYEE HEALTH INSURANCE	.00	12,036.20	38,000.00	25,963.80 31.7
10-110-50-5401	PERS RETIREMENT-EMPLOYEE	.00	3,199.78	8,000.00	4,800.22 40.0
10-110-50-5402	PERS RETIREMENT-EMPLOYER	.00	7,754.19	20,000.00	12,245.81 38.8
10-110-50-5500	457B	.00	215.30	1,300.00	1,084.70 16.6
TOTAL PERSONNEL SERVICES		.00	83,880.54	207,700.00	123,819.46 40.4
<u>MATERIALS AND SERVICES</u>					
10-110-55-5541	COUNCIL/MISCELLANEOUS EXPENSE	150.00	779.04	1,500.00	720.96 51.9
10-110-55-5542	CITY HALL/MISCELLANEOUS EXP	.00	650.82	2,000.00	1,349.18 32.5
10-110-55-5545	BANK FEES/MISC EXPENSE	.00	1,865.15	3,900.00	2,034.85 47.8
10-110-55-5551	OFFICER BOND	.00	720.00	1,200.00	480.00 60.0
10-110-55-5561	BUILDING PERMITS	.00	1,093.84	10,000.00	8,906.16 10.9
10-110-55-5570	STREET LIGHTS	.00	7,357.81	16,000.00	8,642.19 46.0
10-110-55-5580	LIABILITY INSURANCE	.00	31,084.13	29,000.00	( 2,084.13) 107.2
10-110-55-5590	WORKERS COMPENSATION INSURANCE	.00	1,321.03	3,000.00	1,678.97 44.0
10-110-55-5606	PW SUPPLIES/OPER MAT & SUP	.00	171.09	1,300.00	1,128.91 13.2
10-110-55-5609	COUNCIL/OPER MAT & SUPPLY	.00	197.87	1,000.00	802.13 19.8
10-110-55-5610	POSTAGE/BULK MAIL/OP MAT & SUP	.00	1.59	2,000.00	1,998.41 .1
10-110-55-5611	PRINTING COSTS/OPER MAT & SUP	.00	8.61	500.00	491.39 1.7
10-110-55-5615	FUEL/PROPANE/OPER MATLS & SPLY	129.84	1,018.09	2,200.00	1,181.91 46.3
10-110-55-5616	OFFICE/OPER MAT & SUPP	.00	667.38	2,800.00	2,132.62 23.8
10-110-55-5619	KITCHEN/OPER MAT & SPLY	.00	900.00	500.00	( 400.00) 180.0
10-110-55-5622	CUST PLANNING EXP/PLANNING EXP	.00	1,338.96	4,000.00	2,661.04 33.5
10-110-55-5623	PLANNING EXPENSE	.00	3,169.60	4,000.00	830.40 79.2
10-110-55-5641	ELDERLY NUTRITION PROGRAM/LIN	.00	.00	500.00	500.00 .0
10-110-55-5645	SHERIFF'S CONTRACT	.00	35,622.50	72,000.00	36,377.50 49.5
10-110-55-5647	PROPERTY TAX-CELL TOWER	.00	1,241.28	1,250.00	8.72 99.3
10-110-55-5648	MUNICIPAL JUDGE CONTRACT	.00	1,800.00	3,600.00	1,800.00 50.0
10-110-55-5662	TELECOMMUNICATIONS	.00	1,115.99	3,000.00	1,884.01 37.2
10-110-55-5671	NORTHWEST NATURAL GAS	.00	193.73	1,000.00	806.27 19.4
10-110-55-5672	PACIFIC POWER & LIGHT	.00	1,856.27	3,500.00	1,643.73 53.0
10-110-55-5675	EV CHARGE STATION	.00	.00	500.00	500.00 .0
10-110-55-5680	MAINTENANCE/CLEANING-BUILDING	.00	4,329.43	15,000.00	10,670.57 28.9
10-110-55-5689	ELEVATOR MAINT/MAINT-EQUIPMENT	.00	1,095.46	1,800.00	704.54 60.9
10-110-55-5690	VEHICLE/MAINT-EQUIP	.00	222.98	500.00	277.02 44.6
10-110-55-5691	HEAVY EQUIP/MAINTENANCE-EQUIP	.00	1,012.42	1,500.00	487.58 67.5
10-110-55-5700	FIRE EXTINGUISHER/MAINT-EQUIP	.00	.00	100.00	100.00 .0
10-110-55-5702	COPIER/MAINTENANCE-EQUIPMENT	.00	1,051.57	2,300.00	1,248.43 45.7
10-110-55-5705	OFFICE EQUIP/MAINTENANCE EQUIP	.00	.00	500.00	500.00 .0
10-110-55-5721	LEGAL FEES	.00	1,673.50	7,500.00	5,826.50 22.3



CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(10) GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-110-55-5725 MUNICIPAL CODE UPDATE	.00	636.80	1,500.00	863.20	42.5
10-110-55-5726 WEBSITE HOSTING & SUPPORT	.00	.00	2,000.00	2,000.00	.0
10-110-55-5731 ORGANIZATION DUES	.00	4,619.73	4,500.00	( 119.73)	102.7
10-110-55-5741 PUBLISHING FEES	.00	221.88	1,500.00	1,278.12	14.8
10-110-55-5750 EDUCATION/TRAINING EXPENSE	.00	1,255.00	2,000.00	745.00	62.8
10-110-55-5760 TRAVEL/MEETING EXPENSE	.00	1,404.17	2,000.00	595.83	70.2
10-110-55-5765 IT HARDWARE	.00	617.50	4,000.00	3,382.50	15.4
10-110-55-5770 COMPUTER SOFTWARE/SUPPORT	.00	8,452.96	20,000.00	11,547.04	42.3
10-110-55-5771 SECURITY SYSTEM/ANNUAL/SUPPORT	.00	970.78	1,800.00	829.22	53.9
10-110-55-5775 AUDITING AND FILING FEES	.00	22,000.00	20,000.00	( 2,000.00)	110.0
10-110-55-5885 CMNTY CNTR DEPOSIT REFUNDS	.00	90.00	200.00	110.00	45.0
10-110-55-5890 COUNCIL REIMBURSEMENT	.00	1,900.00	2,100.00	200.00	90.5
10-110-55-5891 ECONOMIC DEVELOPMENT	.00	888.00	4,000.00	3,112.00	22.2
10-110-55-5892 COMMUNITY DEVELOPMENT	.00	2,124.52	3,000.00	875.48	70.8
10-110-55-5893 COMMUNITY PARTNER DONATIONS	.00	500.00	1,000.00	500.00	50.0
10-110-55-5905 LANDSCAPING	.00	.00	15,000.00	15,000.00	.0
10-110-55-5910 CONTRACTS/PROFESSIONAL SERVICE	.00	9,000.00	33,400.00	24,400.00	27.0
10-110-55-5920 SPECIAL PROJECTS	.00	.00	15,000.00	15,000.00	.0
<b>TOTAL MATERIALS AND SERVICES</b>	<b>279.84</b>	<b>158,241.48</b>	<b>332,450.00</b>	<b>174,208.52</b>	<b>47.6</b>

CAPITAL OUTLAY

10-110-60-6015 CAPITAL OUTLAY	.00	.00	11,000.00	11,000.00	.0
10-110-60-6016 CITY HALL IMPROVEMENTS	.00	35,723.50	35,000.00	( 723.50)	102.1
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>35,723.50</b>	<b>46,000.00</b>	<b>10,276.50</b>	<b>77.7</b>
<b>TOTAL ADMINISTRATION</b>	<b>279.84</b>	<b>277,845.52</b>	<b>586,150.00</b>	<b>308,304.48</b>	<b>47.4</b>

LIBRARY

PERSONNEL SERVICES

10-410-50-5100 PAYROLL	.00	11,488.36	32,500.00	21,011.64	35.4
10-410-50-5201 FICA TAXES	.00	712.29	1,700.00	987.71	41.9
10-410-50-5202 MEDICARE TAXES	.00	166.58	800.00	633.42	20.8
10-410-50-5203 STATE UNEMPLOYMENT TAXES	.00	80.40	300.00	219.60	26.8
10-410-50-5204 WORKERS COMPENSATION TAXES	.00	6.67	60.00	53.33	11.1
10-410-50-5205 PAID FAMILY LEAVE	.00	.00	150.00	150.00	.0
10-410-50-5300 EMPLOYEE HEALTH INSURANCE	.00	4,793.36	12,000.00	7,206.64	39.9
10-410-50-5401 PERS RETIREMENT-EMPLOYEE	.00	689.30	1,500.00	810.70	46.0
10-410-50-5402 PERS-RETIREMENT-EMPLOYER	.00	2,072.51	3,500.00	1,427.49	59.2
10-410-50-5500 457B	.00	.00	50.00	50.00	.0
<b>TOTAL PERSONNEL SERVICES</b>	<b>.00</b>	<b>20,009.47</b>	<b>52,560.00</b>	<b>32,550.53</b>	<b>38.1</b>
<b>TOTAL LIBRARY</b>	<b>.00</b>	<b>20,009.47</b>	<b>52,560.00</b>	<b>32,550.53</b>	<b>38.1</b>

PARKS

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(10) GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
10-510-50-5100 PAYROLL	.00	2,573.30	7,100.00	4,526.70	36.2
10-510-50-5201 FICA TAXES	.00	158.25	500.00	341.75	31.7
10-510-50-5202 MEDICARE TAXES	.00	36.98	100.00	63.02	37.0
10-510-50-5203 STATE UNEMPLOYMENT TAXES	.00	8.85	150.00	141.15	5.9
10-510-50-5204 WORKERS COMPENSATION TAXES	.00	.88	10.00	9.12	8.8
10-510-50-5205 PAID FAMILY LEAVE	.00	.00	10.00	10.00	.0
10-510-50-5300 EMPLOYEE HEALTH INSURANCE	.00	828.20	2,100.00	1,271.80	39.4
10-510-50-5401 PERS RETIREMENT-EMPLOYEE	.00	154.40	500.00	345.60	30.9
10-510-50-5402 PERS RETIREMENT-EMPLOYER	.00	488.44	1,200.00	711.56	40.7
10-510-50-5500 457B	.00	5.66	50.00	44.34	11.3
TOTAL PERSONNEL SERVICES	.00	4,254.96	11,720.00	7,465.04	36.3
TOTAL PARKS	.00	4,254.96	11,720.00	7,465.04	36.3
<u>UNALLOCATED</u>					
<u>OPERATING CONTINGENCY</u>					
10-999-75-7501 OPERATING CONTINGENCY	.00	.00	20,000.00	20,000.00	.0
TOTAL OPERATING CONTINGENCY	.00	.00	20,000.00	20,000.00	.0
<u>TRANSFER TO OTHER FUNDS</u>					
10-999-80-8015 TRANSFER TO PARK FUND	.00	.00	3,000.00	3,000.00	.0
10-999-80-8080 TRANSFER TO STORMWATER FUND	.00	.00	4,000.00	4,000.00	.0
10-999-80-8090 TRANSFER TO LIBRARY FUND	.00	.00	5,000.00	5,000.00	.0
TOTAL TRANSFER TO OTHER FUNDS	.00	.00	12,000.00	12,000.00	.0
<u>UNAPPROPRIATED ENDING FUND BAL</u>					
10-999-90-9001 UNAPPROPRIATED ENDING FUND BAL	.00	.00	80,000.00	80,000.00	.0
TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	80,000.00	80,000.00	.0
TOTAL UNALLOCATED	.00	.00	112,000.00	112,000.00	.0
TOTAL FUND EXPENDITURES	279.84	302,109.95	762,430.00	460,320.05	39.6
NET REVENUE OVER EXPENDITURES	1,597.53	113,461.46	.00	( 113,461.46)	.0



CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

VEHICLE & EQUIP RESERVE

ASSETS

18-0001000	EQUITY IN POOLED CASH	32,090.42	
	TOTAL ASSETS		32,090.42

LIABILITIES AND EQUITY

FUND EQUITY

18-0003010	FUND BALANCE	31,868.44	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	221.98	
	BALANCE - CURRENT DATE	221.98	
	TOTAL FUND EQUITY		32,090.42
	TOTAL LIABILITIES AND EQUITY		32,090.42

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

VEHICLE & EQUIP RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
18-000-40-100	BEGINNING CASH ESTIMATE	.00	.00	31,600.00	31,600.00	.0
18-000-40-650	INTEREST ON INVESTMENTS	.00	221.98	600.00	378.02	37.0
	TOTAL REVENUE	.00	221.98	32,200.00	31,978.02	.7
	<u>TRANSFERRED FROM OTHER FUNDS</u>					
18-000-48-802	TRANSFERRED FROM WATER FUND	.00	.00	4,000.00	4,000.00	.0
18-000-48-803	TRANSFERRED FROM STREET FUND	.00	.00	2,000.00	2,000.00	.0
18-000-48-804	TRANSFERRED FROM SEWER FUND	.00	.00	4,000.00	4,000.00	.0
18-000-48-805	TRANSFERRED FROM STORM	.00	.00	1,000.00	1,000.00	.0
	TOTAL TRANSFERRED FROM OTHER FUND	.00	.00	11,000.00	11,000.00	.0
	TOTAL FUND REVENUE	.00	221.98	43,200.00	42,978.02	.5

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

VEHICLE & EQUIP RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>UNALLOCATED</u>					
	<u>UNAPPROPRIATED ENDING FUND BAL</u>					
18-999-90-9010	RESERVED FOR FUTURE EXP	.00	.00	43,200.00	43,200.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	43,200.00	43,200.00	.0
	TOTAL UNALLOCATED	.00	.00	43,200.00	43,200.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	43,200.00	43,200.00	.0
	NET REVENUE OVER EXPENDITURES	.00	221.98	.00	( 221.98)	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(20) STREET FUND

ASSETS

20-0001000	EQUITY IN POOLED CASH	39,021.46	
	TOTAL ASSETS		39,021.46

LIABILITIES AND EQUITY

FUND EQUITY

20-0003010	FUND BALANCE	152,542.54	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 18,080.16)	
	BALANCE - CURRENT DATE	( 18,080.16)	
	TOTAL FUND EQUITY		134,462.38
	TOTAL LIABILITIES AND EQUITY		134,462.38

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(20) STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
20-000-40-100	BEGINNING CASH ESTIMATE	.00	.00	130,000.00	130,000.00	.0
20-000-40-160	ODOT HIGHWAY TAX APPORTIONMENT	.00	37,575.97	75,000.00	37,424.03	50.1
20-000-40-650	INTEREST ON INVESTMENTS	.00	797.38	500.00	( 297.38)	159.5
20-000-40-655	SPECIAL STREET ALLOTMENT GRANT	.00	89,858.07	100,000.00	10,141.93	89.9
	TOTAL REVENUE	.00	128,231.42	305,500.00	177,268.58	42.0
	TOTAL FUND REVENUE	.00	128,231.42	305,500.00	177,268.58	42.0

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(20) STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREETS</u>						
<u>PERSONNEL SERVICES</u>						
20-210-50-5100	PAYROLL	.00	13,022.38	30,000.00	16,977.62	43.4
20-210-50-5201	FICA TAXES	.00	801.16	1,800.00	998.84	44.5
20-210-50-5202	MEDICARE TAXES	.00	187.35	700.00	512.65	26.8
20-210-50-5203	STATE UNEMPLOYMENT TAXES	.00	51.89	500.00	448.11	10.4
20-210-50-5204	WORKERS COMPENSATION TAXES	.00	4.52	80.00	75.48	5.7
20-210-50-5205	PAID FAMILY LEAVE	.00	.00	150.00	150.00	.0
20-210-50-5300	EMPLOYEE HEALTH INSURANCE	.00	3,206.46	9,500.00	6,293.54	33.8
20-210-50-5401	PERS RETIREMENT-EMPLOYEE	.00	750.96	1,600.00	849.04	46.9
20-210-50-5402	PERS RETIREMENT-EMPLOYER	.00	2,338.53	5,000.00	2,661.47	46.8
20-210-50-5500	457B	.00	39.66	250.00	210.34	15.9
TOTAL PERSONNEL SERVICES		.00	20,402.91	49,580.00	29,177.09	41.2
<u>MATERIALS AND SERVICES</u>						
20-210-55-5555	MOWING/STREET SWEEPING EXPENSE	.00	.00	1,200.00	1,200.00	.0
20-210-55-5565	EQUIPMENT RENTAL	.00	.00	1,370.00	1,370.00	.0
20-210-55-5601	WEED KILLER/SPRAY/OP MAT & SUP	.00	19.99	800.00	780.01	2.5
20-210-55-5602	STREET SIGNS/OP MAT & SUP	.00	703.53	4,000.00	3,296.47	17.6
20-210-55-5605	GROUND COVER/OPER MATL & SUP	.00	439.26	1,000.00	560.74	43.9
20-210-55-5606	PW SUPPLIES/OPER MAT & SUP	.00	736.85	1,000.00	263.15	73.7
20-210-55-5615	FUEL/PROPANE/OPER MATLS & SPLY	64.92	509.05	1,200.00	690.95	42.4
20-210-55-5655	SMALL TOOLS & EQUIPMENT	.00	183.36	500.00	316.64	36.7
20-210-55-5665	MAINTENANCE REPAIR-STREETS	.00	40,740.53	43,000.00	2,259.47	94.8
20-210-55-5690	VEHICLE/MAINTENANCE EQUIP	.00	34.46	500.00	465.54	6.9
20-210-55-5691	HEAVY EQUIP/MAINTENANCE-EQUIP	.00	1,245.88	3,000.00	1,754.12	41.5
20-210-55-5699	LIGHT EQUIPMENT/MAINT-EQUIP	.00	.00	500.00	500.00	.0
20-210-55-5700	FIRE EXTINGUISHER/MAINT-EQUIP	.00	.00	100.00	100.00	.0
20-210-55-5702	COPIER/MAINTENANCE EQUIPMENT	.00	128.26	400.00	271.74	32.1
20-210-55-5755	CLOTHING/SAFETY EQUIPMENT	.00	14.00	250.00	236.00	5.6
20-210-55-5760	TRAVEL/MEETING EXPENSE	.00	.00	100.00	100.00	.0
20-210-55-5910	CONTRACTS/PROFESSIONAL SERVICE	.00	127.50	20,000.00	19,872.50	.6
TOTAL MATERIALS AND SERVICES		64.92	44,882.67	78,920.00	34,037.33	56.9
<u>CAPITAL OUTLAY</u>						
20-210-60-6001	EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
20-210-60-6002	CONSTRUCTION	.00	81,026.00	100,000.00	18,974.00	81.0
TOTAL CAPITAL OUTLAY		.00	81,026.00	103,000.00	21,974.00	78.7
TOTAL STREETS		64.92	146,311.58	231,500.00	85,188.42	63.2
<u>UNALLOCATED</u>						



CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(20) STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OPERATING CONTINGENCY</u>					
20-999-75-7501	OPERATING CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
	TOTAL OPERATING CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
	<u>TRANSFER TO OTHER FUNDS</u>					
20-999-80-8010	TRANSFER TO VEHICLE & EQUIP	.00	.00	2,000.00	2,000.00	.0
20-999-80-8065	TRANSFER TO STR & PATHWAY FUND	.00	.00	2,000.00	2,000.00	.0
	TOTAL TRANSFER TO OTHER FUNDS	.00	.00	4,000.00	4,000.00	.0
	<u>UNAPPROPRIATED ENDING FUND BAL</u>					
20-999-90-9001	UNAPPROPRIATED ENDING FUND BAL	.00	.00	40,000.00	40,000.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	40,000.00	40,000.00	.0
	TOTAL UNALLOCATED	.00	.00	74,000.00	74,000.00	.0
	TOTAL FUND EXPENDITURES	64.92	146,311.58	305,500.00	159,188.42	47.9
	NET REVENUE OVER EXPENDITURES	( 64.92)	( 18,080.16)	.00	18,080.16	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(25) STREET & PATHWAY FUND

ASSETS			
25-0001000	EQUITY IN POOLED CASH	76,760.63	
TOTAL ASSETS			76,760.63
LIABILITIES AND EQUITY			
FUND EQUITY			
25-0003010	FUND BALANCE	76,229.65	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		530.98	
BALANCE - CURRENT DATE		530.98	
TOTAL FUND EQUITY			76,760.63
TOTAL LIABILITIES AND EQUITY			76,760.63

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(25) STREET & PATHWAY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
25-000-40-100	BEGINNING CASH ESTIMATE	.00	.00	75,000.00	75,000.00	.0
25-000-40-650	INTEREST ON INVESTMENTS	.00	530.98	300.00	( 230.98)	177.0
	TOTAL REVENUE	.00	530.98	75,300.00	74,769.02	.7
	<u>TRANSFERRED FROM OTHER FUNDS</u>					
25-000-48-803	TRANSFERRED FROM STREET FUND	.00	.00	2,000.00	2,000.00	.0
	TOTAL TRANSFERRED FROM OTHER FUND	.00	.00	2,000.00	2,000.00	.0
	TOTAL FUND REVENUE	.00	530.98	77,300.00	76,769.02	.7

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(25) STREET & PATHWAY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>STREETS</u>					
	<u>CAPITAL OUTLAY</u>					
25-220-60-6001	CAPITOL OUTLAY	.00	.00	70,000.00	70,000.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	70,000.00	70,000.00	.0
	TOTAL STREETS	.00	.00	70,000.00	70,000.00	.0
	<u>UNALLOCATED</u>					
	<u>UNAPPROPRIATED ENDING FUND BAL</u>					
25-999-90-9010	RESERVED FOR FUTURE EXP	.00	.00	7,300.00	7,300.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	7,300.00	7,300.00	.0
	TOTAL UNALLOCATED	.00	.00	7,300.00	7,300.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	77,300.00	77,300.00	.0
	NET REVENUE OVER EXPENDITURES	.00	530.98	.00	( 530.98)	.0



CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(40) BOND FUND

ASSETS

40-0001000	EQUITY IN POOLED CASH	5,723.66	
	TOTAL ASSETS		5,723.66

LIABILITIES AND EQUITY

FUND EQUITY

40-0003010	FUND BALANCE	59,378.83	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	( 4,690.36)	
	BALANCE - CURRENT DATE	( 4,690.36)	
	TOTAL FUND EQUITY		54,688.47
	TOTAL LIABILITIES AND EQUITY		54,688.47

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(40) BOND FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
40-000-40-100 BEGINNING CASH ESTIMATE	.00	.00	55,000.00	55,000.00	.0
40-000-40-101 CURRENT TAXES	.00	48,961.30	53,088.00	4,126.70	92.2
40-000-40-102 PRIOR TAXES	.00	460.96	500.00	39.04	92.2
40-000-40-650 INTEREST ON INVESTMENTS	.00	431.38	500.00	68.62	86.3
TOTAL REVENUE	.00	49,853.64	109,088.00	59,234.36	45.7
TOTAL FUND REVENUE	.00	49,853.64	109,088.00	59,234.36	45.7

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(40) BOND FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DEBT SERVICE</u>					
	<u>DEBT SERVICE</u>					
40-610-70-7002	1997 WATER BOND PRINCIPAL PMTS	.00	23,666.00	24,790.00	1,124.00	95.5
40-610-70-7020	1997 WATER BOND INTEREST PMTS	.00	30,878.00	29,754.00	( 1,124.00)	103.8
	TOTAL DEBT SERVICE	.00	54,544.00	54,544.00	.00	100.0
	TOTAL DEBT SERVICE	.00	54,544.00	54,544.00	.00	100.0
	<u>UNALLOCATED</u>					
	<u>UNAPPROPRIATED ENDING FUND BAL</u>					
40-999-90-9001	UNAPPROPRIATED ENDING FUND BAL	.00	.00	54,544.00	54,544.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	54,544.00	54,544.00	.0
	TOTAL UNALLOCATED	.00	.00	54,544.00	54,544.00	.0
	TOTAL FUND EXPENDITURES	.00	54,544.00	109,088.00	54,544.00	50.0
	NET REVENUE OVER EXPENDITURES	.00	( 4,690.36)	.00	4,690.36	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(55) LIBRARY FUND

ASSETS

55-0001000	EQUITY IN POOLED CASH	11,170.62	
	TOTAL ASSETS		11,170.62

LIABILITIES AND EQUITY

FUND EQUITY

55-0003010	FUND BALANCE	12,689.59	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	( 2,729.14)	
	BALANCE - CURRENT DATE	( 2,729.14)	
	TOTAL FUND EQUITY		9,960.45
	TOTAL LIABILITIES AND EQUITY		9,960.45

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(55) LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
55-000-40-100 BEGINNING CASH ESTIMATE	.00	.00	11,000.00	11,000.00	.0
55-000-40-250 FINES	.00	.00	50.00	50.00	.0
55-000-40-400 REVENUE FROM SALES	.00	.00	100.00	100.00	.0
55-000-40-650 INTEREST ON INVESTMENTS	.00	87.29	200.00	112.71	43.7
55-000-40-760 DONATIONS	.00	1,300.00	500.00	( 800.00)	260.0
55-000-40-770 FUND RAISING	.00	.00	500.00	500.00	.0
55-000-40-790 GRANTS	.00	.00	1,000.00	1,000.00	.0
TOTAL REVENUE	.00	1,387.29	13,350.00	11,962.71	10.4
<u>TRANSFERRED FROM OTHER FUNDS</u>					
55-000-48-801 TRANSFERRED FROM GENERAL FUND	.00	.00	5,000.00	5,000.00	.0
TOTAL TRANSFERRED FROM OTHER FUND	.00	.00	5,000.00	5,000.00	.0
TOTAL FUND REVENUE	.00	1,387.29	18,350.00	16,962.71	7.6



CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(55) LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
<u>MATERIALS AND SERVICES</u>					
55-410-55-5550 MISCELLANEOUS EXPENSE	.00	.00	200.00	200.00	.0
55-410-55-5560 SRP R2R	.00	285.64	1,000.00	714.36	28.6
55-410-55-5570 EVENTS	.00	18.19	500.00	481.81	3.6
55-410-55-5580 FUND RAISING	.00	.00	500.00	500.00	.0
55-410-55-5610 POSTAGE/OPERATING MAT & SUP	.00	.00	50.00	50.00	.0
55-410-55-5616 LIBRARY SUPPLIES/OP MAT & SUPP	.00	509.19	800.00	290.81	63.7
55-410-55-5664 TELECOMMUNICATIONS	.00	436.24	900.00	463.76	48.5
55-410-55-5672 PACIFIC POWER & LIGHT	.00	319.61	900.00	580.39	35.5
55-410-55-5680 MAINTENANCE/CLEANING-BUILDING	.00	.00	500.00	500.00	.0
55-410-55-5770 COMPUTER SOFTWARE/SUPPORT	.00	282.00	800.00	518.00	35.3
55-410-55-5800 LIBRARY BOOKS	.00	1,365.56	3,000.00	1,634.44	45.5
55-410-55-5820 BOOKMOBILE/MAINT-EQUIP	.00	.00	500.00	500.00	.0
TOTAL MATERIALS AND SERVICES	.00	3,216.43	9,650.00	6,433.57	33.3
<u>CAPITAL OUTLAY</u>					
55-410-60-6001 EQUIPMENT/CAPITAL OUTLAY	.00	900.00	2,000.00	1,100.00	45.0
55-410-60-6002 CONSTRUCTION/CAPITAL OUTLAY	.00	.00	2,700.00	2,700.00	.0
TOTAL CAPITAL OUTLAY	.00	900.00	4,700.00	3,800.00	19.2
TOTAL LIBRARY	.00	4,116.43	14,350.00	10,233.57	28.7
<u>UNALLOCATED</u>					
<u>OPERATING CONTINGENCY</u>					
55-999-75-7501 OPERATING CONTINGENCY	.00	.00	2,000.00	2,000.00	.0
TOTAL OPERATING CONTINGENCY	.00	.00	2,000.00	2,000.00	.0
<u>UNAPPROPRIATED ENDING FUND BAL</u>					
55-999-90-9001 UNAPPROPRIATED ENDING FUND BAL	.00	.00	2,000.00	2,000.00	.0
TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	2,000.00	2,000.00	.0
TOTAL UNALLOCATED	.00	.00	4,000.00	4,000.00	.0
TOTAL FUND EXPENDITURES	.00	4,116.43	18,350.00	14,233.57	22.4
NET REVENUE OVER EXPENDITURES	.00	( 2,729.14)	.00	2,729.14	.0

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(55) LIBRARY FUND

PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(60) WATER FUND

ASSETS

60-0001000	EQUITY IN POOLED CASH	420,895.59	
60-0001110	ACCOUNTS RECEIVABLE	21,892.03	
60-0001120	AR CONTRACT	109.48	
		<hr/>	
	TOTAL ASSETS		442,897.10
			<hr/>

LIABILITIES AND EQUITY

LIABILITIES

60-0002200	DEFERRED REVENUE	17,649.99	
60-0002300	CUSTOMER DEPOSITS PAYABLE	5,061.33	
		<hr/>	
	TOTAL LIABILITIES		22,711.32

FUND EQUITY

60-0003010	FUND BALANCE	445,833.04	
60-0003020	RESERVED FUND BALANCE	( 3,996.33)	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 28,899.70)	
		<hr/>	
	BALANCE - CURRENT DATE	( 28,899.70)	
		<hr/>	
	TOTAL FUND EQUITY		412,937.01
			<hr/>
	TOTAL LIABILITIES AND EQUITY		435,648.33
			<hr/>

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(60) WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
60-000-40-100 BEGINNING CASH ESTIMATE	.00	.00	400,000.00	400,000.00	.0
60-000-40-350 MISCELLANEOUS INCOME	.00	3,407.00	.00	( 3,407.00)	.0
60-000-40-382 LATE CHARGES	.00	875.00	1,300.00	425.00	67.3
60-000-40-383 24 HOUR NOTICE	.00	1,260.00	1,500.00	240.00	84.0
60-000-40-384 TURN ON/TURN OFF FEES	.00	525.00	500.00	( 25.00)	105.0
60-000-40-385 NSF FEE	.00	90.00	.00	( 90.00)	.0
60-000-40-650 INTEREST ON INVESTMENTS	.00	2,964.74	4,500.00	1,535.26	65.9
60-000-40-720 UTILITY SERVICE CHARGE	.00	123,371.29	235,000.00	111,628.71	52.5
60-000-40-740 BACKFLOW TESTING RECEIVABLES	.00	8,680.00	7,000.00	( 1,680.00)	124.0
60-000-40-780 GRANTS & LOANS	.00	.00	300,000.00	300,000.00	.0
TOTAL REVENUE	.00	141,173.03	949,800.00	808,626.97	14.9
TOTAL FUND REVENUE	.00	141,173.03	949,800.00	808,626.97	14.9

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(60) WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER</u>						
<u>PERSONNEL SERVICES</u>						
60-310-50-5100	PAYROLL	.00	44,448.37	105,000.00	60,551.63	42.3
60-310-50-5201	FICA TAXES	.00	2,735.01	6,000.00	3,264.99	45.6
60-310-50-5202	MEDICARE TAXES	.00	639.63	2,000.00	1,360.37	32.0
60-310-50-5203	STATE UNEMPLOYMENT TAXES	.00	185.06	1,500.00	1,314.94	12.3
60-310-50-5204	WORKERS COMPENSATION TAXES	.00	15.49	300.00	284.51	5.2
60-310-50-5205	PAID FAMILY LEAVE	.00	.00	450.00	450.00	.0
60-310-50-5300	EMPLOYEE HEALTH INSURANCE	.00	10,000.51	31,000.00	20,999.49	32.3
60-310-50-5401	PERS RETIREMENT-EMPLOYEE	.00	2,545.31	5,500.00	2,954.69	46.3
60-310-50-5402	PERS RETIREMENT-EMPLOYER	.00	7,878.88	16,000.00	8,121.12	49.2
60-310-50-5500	457B	.00	158.64	1,000.00	841.36	15.9
TOTAL PERSONNEL SERVICES		.00	68,606.90	168,750.00	100,143.10	40.7
<u>MATERIALS AND SERVICES</u>						
60-310-55-5543	PUBLIC WORKS/MISCELLANEOUS EXP	.00	98.53	550.00	451.47	17.9
60-310-55-5546	LINE LOCATES/EXCAV NOTICE/MISC	.00	59.50	100.00	40.50	59.5
60-310-55-5565	EQUIPMENT RENTAL	.00	.00	1,000.00	1,000.00	.0
60-310-55-5601	WEED KILLER/SPRAY/OP MAT & SUP	.00	19.99	800.00	780.01	2.5
60-310-55-5605	GROUNC COVER/OPER MATL & SUP	.00	587.01	500.00	( 87.01)	117.4
60-310-55-5606	PW SUPPLIES/OPER MAT & SUP	.00	1,646.45	3,500.00	1,853.55	47.0
60-310-55-5610	POSTAGE/BULK MAIL/OP MAT & SUP	.00	1,013.61	4,000.00	2,986.39	25.3
60-310-55-5611	AUTOPAY BILLING SOFTWARE	.00	727.09	2,400.00	1,672.91	30.3
60-310-55-5615	FUEL/OPERATING MATERIALS & SUP	204.75	1,610.94	3,000.00	1,389.06	53.7
60-310-55-5655	SMALL TOOLS & EQUIPMENT	.00	183.32	1,500.00	1,316.68	12.2
60-310-55-5662	TELECOMMUNICATIONS	19.99	1,740.48	4,000.00	2,259.52	43.5
60-310-55-5671	NORTHWEST NATURAL GAS	.00	472.95	1,500.00	1,027.05	31.5
60-310-55-5672	PACIFIC POWER & LIGHT	.00	10,516.33	22,000.00	11,483.67	47.8
60-310-55-5675	CHLORINATION	.00	.00	1,600.00	1,600.00	.0
60-310-55-5681	WATER PLANT/MAINTENANCE-BLDG	.00	65.00	2,000.00	1,935.00	3.3
60-310-55-5682	PW SHOP/MAINTENANCE-BLDG	.00	.00	2,000.00	2,000.00	.0
60-310-55-5690	VEHICLE/MAINT - EQUIP	.00	283.78	500.00	216.22	56.8
60-310-55-5691	HEAVY EQUIP/MAINT-EQUIP	.00	1,505.36	5,000.00	3,494.64	30.1
60-310-55-5700	FIRE EXTINGUISHER/MAINT-EQUIP	.00	.00	100.00	100.00	.0
60-310-55-5701	WATER SYS REPAIR/MAINT-EQUIP	.00	15,101.60	20,000.00	4,898.40	75.5
60-310-55-5702	COPIER/MAINTENANCE-EQUIPMENT	.00	847.62	2,000.00	1,152.38	42.4
60-310-55-5730	ORGANIZATION DUES/FEES	.00	1,515.70	2,000.00	484.30	75.8
60-310-55-5740	PUBLISHING/PUBLIC NOTICES	.00	.00	100.00	100.00	.0
60-310-55-5750	EDUCATION/TRAINING EXPENSE	.00	.00	500.00	500.00	.0
60-310-55-5755	CLOTHING/SAFETY EQUIPMENT	.00	14.00	300.00	286.00	4.7
60-310-55-5760	TRAVEL/MEETING EXPENSE	.00	26.85	500.00	473.15	5.4
60-310-55-5860	LAB SERVICE	.00	1,358.00	4,000.00	2,642.00	34.0
60-310-55-5870	WELL/CROSS CONNECTION PERMIT	.00	.00	600.00	600.00	.0
60-310-55-5890	BACKFLOW TESTING	.00	.00	7,000.00	7,000.00	.0
60-310-55-5900	PLANNING ENGINEERING FEES	.00	680.00	2,000.00	1,320.00	34.0
60-310-55-5910	CONTRACTS/PROFESSIONAL SERVICE	.00	3,300.00	32,000.00	28,700.00	10.3
60-310-55-5920	BUSINESS OR LOAN PAYMENT	.00	2,775.09	25,000.00	22,224.91	11.1



CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(60) WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TOTAL MATERIALS AND SERVICES	224.74	46,149.20	152,050.00	105,900.80	30.4
	<u>CAPITAL OUTLAY</u>					
60-310-60-6001	EQUIPMENT	.00	.00	15,000.00	15,000.00	.0
60-310-60-6002	CONSTRUCTION	.00	55,316.63	500,000.00	444,683.37	11.1
	TOTAL CAPITAL OUTLAY	.00	55,316.63	515,000.00	459,683.37	10.7
	TOTAL WATER	224.74	170,072.73	835,800.00	665,727.27	20.4
	<u>UNALLOCATED</u>					
	<u>OPERATING CONTINGENCY</u>					
60-999-75-7501	OPERATING CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
	TOTAL OPERATING CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
	<u>TRANSFER TO OTHER FUNDS</u>					
60-999-80-8020	TRANSFER TO VEHICLE & EQUIP	.00	.00	4,000.00	4,000.00	.0
60-999-80-8040	TRANSFER TO WATER RESERVE FUND	.00	.00	30,000.00	30,000.00	.0
	TOTAL TRANSFER TO OTHER FUNDS	.00	.00	34,000.00	34,000.00	.0
	<u>UNAPPROPRIATED ENDING FUND BAL</u>					
60-999-90-9001	UNAPPROPRIATED ENDING FUND BAL	.00	.00	50,000.00	50,000.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND BAL	.00	.00	50,000.00	50,000.00	.0
	TOTAL UNALLOCATED	.00	.00	114,000.00	114,000.00	.0
	TOTAL FUND EXPENDITURES	224.74	170,072.73	949,800.00	779,727.27	17.9
	NET REVENUE OVER EXPENDITURES	( 224.74)	( 28,899.70)	.00	28,899.70	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(61) SEWER FUND

ASSETS			
61-0001000	EQUITY IN POOLED CASH	265,416.83	
61-0001110	ACCOUNTS RECEIVABLE	17,302.06	
61-0001120	AR CONTRACT	63.78	
TOTAL ASSETS			282,782.67
LIABILITIES AND EQUITY			
LIABILITIES			
61-0002000	ACCOUNTS PAYABLE	( .01)	
61-0002200	DEFERRED REVENUE	17,278.48	
61-0002300	CUSTOMER DEPOSITS PAYABLE	8,279.62	
TOTAL LIABILITIES			25,558.09
FUND EQUITY			
61-0003010	FUND BALANCE	258,979.29	
61-0003020	RESERVED FUND BALANCE	( 8,649.62)	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		12,562.03	
BALANCE - CURRENT DATE		12,562.03	
TOTAL FUND EQUITY			262,891.70
TOTAL LIABILITIES AND EQUITY			288,449.79

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(61) SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
61-000-40-100 BEGINNING CASH ESTIMATE	.00	.00	230,000.00	230,000.00	.0
61-000-40-382 LATE CHARGES	.00	875.00	1,000.00	125.00	87.5
61-000-40-650 INTEREST ON INVESTMENTS	.00	1,836.10	3,500.00	1,663.90	52.5
61-000-40-720 UTILITY SERVICE CHARGE	.00	104,683.72	210,000.00	105,316.28	49.9
61-000-40-750 GRANTS & LOANS	.00	.00	410,000.00	410,000.00	.0
TOTAL REVENUE	.00	107,394.82	854,500.00	747,105.18	12.6
TOTAL FUND REVENUE	.00	107,394.82	854,500.00	747,105.18	12.6

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(61) SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER</u>					
<u>PERSONNEL SERVICES</u>					
61-320-50-5100	PAYROLL	.00	39,686.60	95,000.00	55,313.40 41.8
61-320-50-5201	FICA TAXES	.00	2,441.99	5,600.00	3,158.01 43.6
61-320-50-5202	MEDICARE TAXES	.00	571.10	1,500.00	928.90 38.1
61-320-50-5203	STATE UNEMPLOYMENT TAXES	.00	165.29	1,500.00	1,334.71 11.0
61-320-50-5204	WORKERS COMPENSATION TAXES	.00	13.86	250.00	236.14 5.5
61-320-50-5205	PAID FAMILY LEAVE	.00	.00	400.00	400.00 .0
61-320-50-5300	EMPLOYEE HEALTH INSURANCE	.00	8,929.33	28,000.00	19,070.67 31.9
61-320-50-5401	PERS RETIREMENT-EMPLOYEE	.00	2,272.60	5,500.00	3,227.40 41.3
61-320-50-5402	PERS RETIREMENT-EMPLOYER	.00	7,034.84	15,000.00	7,965.16 46.9
61-320-50-5500	457B	.00	141.65	900.00	758.35 15.7
TOTAL PERSONNEL SERVICES		.00	61,257.26	153,650.00	92,392.74 39.9
<u>MATERIALS AND SERVICES</u>					
61-320-55-5543	PUBLIC WORKS/MISCELLANEOUS EXP	.00	459.22	400.00	( 59.22) 114.8
61-320-55-5546	LINE LOCATES/EXCAV NOTICE/MISC	.00	80.50	150.00	69.50 53.7
61-320-55-5565	EQUIPMENT RENTAL	.00	.00	1,000.00	1,000.00 .0
61-320-55-5601	WEED KILLER/SPRAY/OP MAT & SUP	.00	19.99	900.00	880.01 2.2
61-320-55-5605	GROUND COVER/OPER MATL & SUP	.00	389.28	800.00	410.72 48.7
61-320-55-5606	PW SUPPLIES/OPER MAT & SUP	.00	1,205.34	2,300.00	1,094.66 52.4
61-320-55-5610	POSTAGE/BULK MAIL/OP MAT & SUP	.00	1,440.87	3,000.00	1,559.13 48.0
61-320-55-5611	AUTOPAY BILLING SOFTWARE	.00	727.09	3,500.00	2,772.91 20.8
61-320-55-5615	FUEL/OPERATING MATERIALS & SUP	99.87	788.61	2,500.00	1,711.39 31.5
61-320-55-5617	DECHLORINATION SUPP/OPER MAT	.00	.00	1,500.00	1,500.00 .0
61-320-55-5655	SMALL TOOLS & EQUIPMENT	.00	183.32	2,800.00	2,616.68 6.6
61-320-55-5662	TELECOMMUNICATIONS	20.00	904.40	2,200.00	1,295.60 41.1
61-320-55-5672	PACIFIC POWER & LIGHT	.00	1,285.95	6,400.00	5,114.05 20.1
61-320-55-5675	CHLORINATION	.00	513.65	4,200.00	3,686.35 12.2
61-320-55-5677	LIFT STATION REPAIRS	.00	.00	1,500.00	1,500.00 .0
61-320-55-5679	LAGOON REPAIR/MAINTENANCE	.00	4,575.44	9,000.00	4,424.56 50.8
61-320-55-5680	MAINTENANCE-BUILDING	.00	65.00	2,200.00	2,135.00 3.0
61-320-55-5690	VEHICLE/MAINT- EQUIP	.00	34.46	1,100.00	1,065.54 3.1
61-320-55-5691	HEAVY EQUIP/MAINT - EQUIP	.00	1,353.39	4,000.00	2,646.61 33.8
61-320-55-5700	FIRE EXTINGUISHER/MAINT-EQUIP	.00	.00	100.00	100.00 .0
61-320-55-5702	COPIER/MAINTENANCE-EQUIP	.00	537.38	1,400.00	862.62 38.4
61-320-55-5705	FLOW METER/MAINTENANCE-EQUIP	.00	.00	500.00	500.00 .0
61-320-55-5706	LIFT STATION/MAINTENANCE-EQUIP	.00	.00	2,500.00	2,500.00 .0
61-320-55-5707	DECHLORINATION SYS-MAINT EQUIP	.00	.00	700.00	700.00 .0
61-320-55-5740	PUBLISHING/PUBLIC NOTICES	.00	.00	100.00	100.00 .0
61-320-55-5750	EDUCATION/TRAINING EXPENSE	.00	305.00	600.00	295.00 50.8
61-320-55-5755	CLOTHING/SAFETY EQUIPMENT	.00	14.00	500.00	486.00 2.8
61-320-55-5760	TRAVEL/MEETING EXPENSE	.00	123.14	500.00	376.86 24.6
61-320-55-5860	LAB SERVICE	.00	2,377.00	6,500.00	4,123.00 36.6
61-320-55-5895	DEQ PERMITSSTATE HAZ FEE	.00	2,343.00	4,000.00	1,657.00 58.6
61-320-55-5910	CONTRACTS/PROFESSIONAL SVCS	.00	13,849.50	80,000.00	66,150.50 17.3
61-320-55-5920	CONTRACTS/PROFESSIONAL SVCS	.00	.00	40,000.00	40,000.00 .0

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(61) SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TOTAL MATERIALS AND SERVICES	119.87	33,575.53	186,850.00	153,274.47	18.0
	<u>CAPITAL OUTLAY</u>					
61-320-60-6001	EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
61-320-60-6002	CONSTRUCTION	.00	.00	380,000.00	380,000.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	390,000.00	390,000.00	.0
	TOTAL SEWER	119.87	94,832.79	730,500.00	635,667.21	13.0
	<u>UNALLOCATED</u>					
	<u>OPERATING CONTINGENCY</u>					
61-999-75-7501	OPERATING CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
	TOTAL OPERATING CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
	<u>TRANSFER TO OTHER FUNDS</u>					
61-999-80-8020	TRANSFER TO VEHICLE & EQUIP	.00	.00	4,000.00	4,000.00	.0
61-999-80-8040	TRANSFER TO SEWER RESERVE FUND	.00	.00	30,000.00	30,000.00	.0
	TOTAL TRANSFER TO OTHER FUNDS	.00	.00	34,000.00	34,000.00	.0
	<u>UNAPPROPRIATED ENDING FUND BAL</u>					
61-999-90-9001	UNAPPROPRIATED ENDING FUND BAL	.00	.00	60,000.00	60,000.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	60,000.00	60,000.00	.0
	TOTAL UNALLOCATED	.00	.00	124,000.00	124,000.00	.0
	TOTAL FUND EXPENDITURES	119.87	94,832.79	854,500.00	759,667.21	11.1
	NET REVENUE OVER EXPENDITURES	( 119.87)	12,562.03	.00	( 12,562.03)	.0



CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(62) WATER RESERVE FUND

ASSETS

62-0001000	EQUITY IN POOLED CASH	351,017.98	
	TOTAL ASSETS		351,017.98

LIABILITIES AND EQUITY

FUND EQUITY

62-0003010	FUND BALANCE	348,589.82	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	2,428.16	
	BALANCE - CURRENT DATE	2,428.16	
	TOTAL FUND EQUITY		351,017.98
	TOTAL LIABILITIES AND EQUITY		351,017.98

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(62) WATER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
62-000-40-100	BEGINNING CASH ESTIMATE	.00	.00	339,000.00	339,000.00	.0
62-000-40-650	INTEREST ON INVESTMENTS	.00	2,428.16	5,000.00	2,571.84	48.6
	TOTAL REVENUE	.00	2,428.16	344,000.00	341,571.84	.7
	<u>TRANSFERRED FROM OTHER FUNDS</u>					
62-000-48-804	TRANSFERRED FROM WATER FUND	.00	.00	30,000.00	30,000.00	.0
	TOTAL TRANSFERRED FROM OTHER FUND	.00	.00	30,000.00	30,000.00	.0
	TOTAL FUND REVENUE	.00	2,428.16	374,000.00	371,571.84	.7

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(62) WATER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>WATER</u>					
	<u>CAPITAL OUTLAY</u>					
62-310-60-6001	WATER SYSTEM EQUIPMENT	.00	.00	100,000.00	100,000.00	.0
62-310-60-6002	WATER SYSTEM CONSTRUCTION	.00	.00	150,000.00	150,000.00	.0
62-310-60-6003	WATER SYSTEM MAINTENANCE	.00	.00	50,000.00	50,000.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	300,000.00	300,000.00	.0
	TOTAL WATER	.00	.00	300,000.00	300,000.00	.0
	<u>UNALLOCATED</u>					
	<u>UNAPPROPRIATED ENDING FUND BAL</u>					
62-999-90-9010	RESERVED FOR FUTURE EXP	.00	.00	74,000.00	74,000.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	74,000.00	74,000.00	.0
	TOTAL UNALLOCATED	.00	.00	74,000.00	74,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	374,000.00	374,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	2,428.16	.00	( 2,428.16)	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(63) SEWER RESERVE FUND

ASSETS			
63-0001000	EQUITY IN POOLED CASH	193,656.13	
TOTAL ASSETS			193,656.13
LIABILITIES AND EQUITY			
FUND EQUITY			
63-0003010	FUND BALANCE	192,316.52	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		1,339.61	
BALANCE - CURRENT DATE		1,339.61	
TOTAL FUND EQUITY			193,656.13
TOTAL LIABILITIES AND EQUITY			193,656.13

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(63) SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
63-000-40-100	BEGINNING CASH ESTIMATE	.00	.00	188,000.00	188,000.00	.0
63-000-40-650	INTEREST ON INVESTMENTS	.00	1,339.61	3,000.00	1,660.39	44.7
	TOTAL REVENUE	.00	1,339.61	191,000.00	189,660.39	.7
	<u>TRANSFERRED FROM OTHER FUNDS</u>					
63-000-48-804	TRANSFER FROM SEWER FUND	.00	.00	30,000.00	30,000.00	.0
	TOTAL TRANSFERRED FROM OTHER FUND	.00	.00	30,000.00	30,000.00	.0
	TOTAL FUND REVENUE	.00	1,339.61	221,000.00	219,660.39	.6



CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(63) SEWER RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER</u>					
<u>CAPITAL OUTLAY</u>					
63-320-60-6001 SEWER SYSTEM EQUIPMENT	.00	.00	50,000.00	50,000.00	.0
63-320-60-6002 SEWER SYSTEM CONSTRUCTION	.00	.00	50,000.00	50,000.00	.0
63-320-60-6003 SEWER SYSTEM MAINTENANCE	.00	.00	50,000.00	50,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	150,000.00	150,000.00	.0
TOTAL SEWER	.00	.00	150,000.00	150,000.00	.0
<u>UNALLOCATED</u>					
<u>UNAPPROPRIATED ENDING FUND BAL</u>					
63-999-90-9010 RESERVED FOR FUTURE EXP	.00	.00	71,000.00	71,000.00	.0
TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	71,000.00	71,000.00	.0
TOTAL UNALLOCATED	.00	.00	71,000.00	71,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	221,000.00	221,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	1,339.61	.00	( 1,339.61)	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

STORM WATER BLUE HERON FUND

ASSETS

65-0001000	EQUITY IN POOLED CASH	33,079.94	
65-0001110	ACCOUNTS RECEIVABLE	312.35	
	TOTAL ASSETS		33,392.29

LIABILITIES AND EQUITY

LIABILITIES

65-0002200	DEFERRED REVENUE	292.79	
	TOTAL LIABILITIES		292.79

FUND EQUITY

65-0003010	FUND BALANCE	32,474.58	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	131.62	
	BALANCE - CURRENT DATE	131.62	
	TOTAL FUND EQUITY		32,606.20
	TOTAL LIABILITIES AND EQUITY		32,898.99

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

STORM WATER BLUE HERON FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
65-000-40-100	BEGINNING CASH ESTIMATE	.00	.00	30,000.00	30,000.00	.0
65-000-40-650	INTEREST ON INVESTMENTS	.00	227.50	500.00	272.50	45.5
65-000-40-652	BLUE HERON STORMWATER PUMPS	.00	1,294.18	3,000.00	1,705.82	43.1
	TOTAL REVENUE	.00	1,521.68	33,500.00	31,978.32	4.5
	TOTAL FUND REVENUE	.00	1,521.68	33,500.00	31,978.32	4.5

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

STORM WATER BLUE HERON FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>STORMWATER</u>					
	<u>MATERIALS AND SERVICES</u>					
65-330-55-5555	MOWING/LANDSCAPE EXPENSES	.00	.00	100.00	100.00	.0
65-330-55-5588	PUMP SYSTEM DRAINAGE	.00	.00	200.00	200.00	.0
65-330-55-5601	WEED KILLER/SPRAY	.00	.00	400.00	400.00	.0
65-330-55-5672	PACIFIC POWER & LIGHT	.00	202.57	800.00	597.43	25.3
65-330-55-5691	HEAVY EQUIPMENT/MAINT - EQUIP	.00	1,187.49	2,500.00	1,312.51	47.5
65-330-55-5699	LIGHT EQUIPMENT/MAINT - EQUIP	.00	.00	500.00	500.00	.0
	TOTAL MATERIALS AND SERVICES	.00	1,390.06	4,500.00	3,109.94	30.9
	<u>CAPITAL OUTLAY</u>					
65-330-60-6001	EQUIPMENT	.00	.00	4,000.00	4,000.00	.0
65-330-60-6002	CONSTRUCTION	.00	.00	4,000.00	4,000.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	8,000.00	8,000.00	.0
	TOTAL STORMWATER	.00	1,390.06	12,500.00	11,109.94	11.1
	<u>UNALLOCATED</u>					
	<u>OPERATING CONTINGENCY</u>					
65-999-75-7501	OPERATING CONTINGENCY	.00	.00	5,000.00	5,000.00	.0
	TOTAL OPERATING CONTINGENCY	.00	.00	5,000.00	5,000.00	.0
	<u>UNAPPROPRIATED ENDING FUND BAL</u>					
65-999-90-9001	UNAPPROPRIATED ENDING FUND BAL	.00	.00	16,000.00	16,000.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	16,000.00	16,000.00	.0
	TOTAL UNALLOCATED	.00	.00	21,000.00	21,000.00	.0
	TOTAL FUND EXPENDITURES	.00	1,390.06	33,500.00	32,109.94	4.2
	NET REVENUE OVER EXPENDITURES	.00	131.62	.00 (	131.62)	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(68) STORM WATER DRAINAGE FUND

<u>ASSETS</u>			
68-0001000	EQUITY IN POOLED CASH	24,830.88	
68-0001110	ACCOUNTS RECEIVABLE	1,343.53	
68-0001120	AR CONTRACT	5.50	
	TOTAL ASSETS		26,179.91
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
68-0002200	DEFERRED REVENUE	424.70	
	TOTAL LIABILITIES		424.70
<u>FUND EQUITY</u>			
68-0003010	FUND BALANCE	24,800.76	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	1,758.01	
	BALANCE - CURRENT DATE	1,758.01	
	TOTAL FUND EQUITY		26,558.77
	TOTAL LIABILITIES AND EQUITY		26,983.47

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(68) STORM WATER DRAINAGE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOURCE 40</u>					
68-000-40-100 BEGINNING CASH ESTIMATE	.00	.00	20,000.00	20,000.00	.0
68-000-40-350 MISCELLANEOUS INCOME	.00	872.26	2,500.00	1,627.74	34.9
68-000-40-650 INTEREST ON INVESTMENTS	.00	174.56	100.00	( 74.56)	174.6
68-000-40-720 UTILITY SERVICE CHARGE	.00	6,789.71	13,000.00	6,210.29	52.2
TOTAL SOURCE 40	.00	7,836.53	35,600.00	27,763.47	22.0
<u>SOURCE 48</u>					
68-000-48-801 TRANSFERRED FROM OTHER FUNDS	.00	.00	4,000.00	4,000.00	.0
TOTAL SOURCE 48	.00	.00	4,000.00	4,000.00	.0
TOTAL FUND REVENUE	.00	7,836.53	39,600.00	31,763.47	19.8



CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(68) STORM WATER DRAINAGE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORM WATER</u>						
<u>PERSONNEL SERVICES</u>						
68-330-50-5100	PAYROLL	.00	2,861.30	7,100.00	4,238.70	40.3
68-330-50-5201	FICA TAXES	.00	175.94	450.00	274.06	39.1
68-330-50-5202	MEDICARE TAXES	.00	41.24	150.00	108.76	27.5
68-330-50-5203	STATE UNEMPLOYMENT TAXES	.00	10.34	150.00	139.66	6.9
68-330-50-5204	WORKERS COMPENSATION TAXES	.00	.96	50.00	49.04	1.9
68-330-50-5205	PAID FAMILY LEAVE	.00	.00	50.00	50.00	.0
68-330-50-5300	EMPLOYEE HEALTH INSURANCE	.00	828.20	2,200.00	1,371.80	37.7
68-330-50-5401	PERS RETIREMENT-EMPLOYEE	.00	167.32	500.00	332.68	33.5
68-330-50-5402	PERS RETIREMENT-EMPLOYER	.00	527.37	1,300.00	772.63	40.6
68-330-50-5500	457B	.00	5.69	50.00	44.31	11.4
	TOTAL PERSONNEL SERVICES	.00	4,618.36	12,000.00	7,381.64	38.5
<u>MATERIALS AND SERVICES</u>						
68-330-55-5555	MOWING/LANDSCAPE EXPENSES	.00	.00	100.00	100.00	.0
68-330-55-5587	CUST EXP DRAINAGE	.00	294.92	2,500.00	2,205.08	11.8
68-330-55-5588	SYSTEM MAINTENANCE	.00	625.00	5,500.00	4,875.00	11.4
68-330-55-5601	WEED KILLER/SPRAY	.00	.00	300.00	300.00	.0
68-330-55-5604	GRAVEL/GROUNDCOVER	.00	.00	300.00	300.00	.0
68-330-55-5606	PW SUPPLIES/OPER MAT & SUP	.00	7.87	200.00	192.13	3.9
68-330-55-5691	HEAVY EQUIPMENT/MAINT-EQUIP	.00	532.37	4,200.00	3,667.63	12.7
68-330-55-5699	LIGHT EQUIPMENT/MAINT-EQUIP	.00	.00	500.00	500.00	.0
	TOTAL MATERIALS AND SERVICES	.00	1,460.16	13,600.00	12,139.84	10.7
<u>CAPITAL OUTLAY</u>						
68-330-60-6001	EQUIPMENT	.00	.00	4,000.00	4,000.00	.0
68-330-60-6002	CONSTRUCTION	.00	.00	4,000.00	4,000.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	8,000.00	8,000.00	.0
	TOTAL STORM WATER	.00	6,078.52	33,600.00	27,521.48	18.1
<u>CLASS 999</u>						
<u>UNAPPROPRIATED ENDING FUND BAL</u>						
68-999-90-9001	UNAPPROPRIATED ENDING FUND BAL	.00	.00	6,000.00	6,000.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	6,000.00	6,000.00	.0
	TOTAL CLASS 999	.00	.00	6,000.00	6,000.00	.0

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(68) STORM WATER DRAINAGE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	.00	6,078.52	39,600.00	33,521.48	15.4
NET REVENUE OVER EXPENDITURES	.00	1,758.01	.00	( 1,758.01)	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(72) WATER SYSTM DEVELOP CHG

ASSETS

72-0001000	EQUITY IN POOLED CASH	111,150.67	
	TOTAL ASSETS		111,150.67

LIABILITIES AND EQUITY

FUND EQUITY

72-0003010	FUND BALANCE	110,170.85	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	979.82	
	BALANCE - CURRENT DATE	979.82	
	TOTAL FUND EQUITY		111,150.67
	TOTAL LIABILITIES AND EQUITY		111,150.67

CITY OF HALSEY  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(72) WATER SYSTM DEVELOP CHG

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	REVENUE					
72-000-40-100	BEGINNING CASH ESTIMATE	.00	.00	109,000.00	109,000.00	.0
72-000-40-650	INTEREST ON INVESTMENTS	.00	767.42	1,500.00	732.58	51.2
72-000-40-660	SDC REIMBURSEMENTS	.00	212.40	1,000.00	787.60	21.2
	TOTAL REVENUE	.00	979.82	111,500.00	110,520.18	.9
	TOTAL FUND REVENUE	.00	979.82	111,500.00	110,520.18	.9

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(72) WATER SYSTM DEVELOP CHG

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UNALLOCATED</u>						
<u>UNAPPROPRIATED ENDING FUND BAL</u>						
72-999-90-9001	UNAPPROPRIATED ENDING FUND BAL	.00	.00	111,500.00	111,500.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	111,500.00	111,500.00	.0
	TOTAL UNALLOCATED	.00	.00	111,500.00	111,500.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	111,500.00	111,500.00	.0
	NET REVENUE OVER EXPENDITURES	.00	979.82	.00	( 979.82)	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(73) SEWER SYSTM DEVELOP CHG

ASSETS

73-0001000	EQUITY IN POOLED CASH	32,017.97	
	TOTAL ASSETS		32,017.97

LIABILITIES AND EQUITY

FUND EQUITY

73-0003010	FUND BALANCE	31,585.56	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	432.41	
	BALANCE - CURRENT DATE	432.41	
	TOTAL FUND EQUITY		32,017.97
	TOTAL LIABILITIES AND EQUITY		32,017.97



CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(73) SEWER SYSTM DEVELOP CHG

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
73-000-40-100	BEGINNING CASH ESTIMATE	.00	.00	31,000.00	31,000.00	.0
73-000-40-650	INTEREST ON INVESTMENTS	.00	220.01	500.00	279.99	44.0
73-000-40-660	SDC REIMBURSEMENTS	.00	212.40	1,000.00	787.60	21.2
	TOTAL REVENUE	.00	432.41	32,500.00	32,067.59	1.3
	TOTAL FUND REVENUE	.00	432.41	32,500.00	32,067.59	1.3

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(73) SEWER SYSTM DEVELOP CHG

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SEWER</u>					
	<u>MATERIALS AND SERVICES</u>					
73-320-55-5623	PLANNING FEES	.00	.00	30,000.00	30,000.00	.0
	TOTAL MATERIALS AND SERVICES	.00	.00	30,000.00	30,000.00	.0
	TOTAL SEWER	.00	.00	30,000.00	30,000.00	.0
	<u>UNALLOCATED</u>					
	<u>UNAPPROPRIATED ENDING FUND BAL</u>					
73-999-90-9001	UNAPPROPRIATED ENDING FUND BAL	.00	.00	2,500.00	2,500.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	2,500.00	2,500.00	.0
	TOTAL UNALLOCATED	.00	.00	2,500.00	2,500.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	32,500.00	32,500.00	.0
	NET REVENUE OVER EXPENDITURES	.00	432.41	.00	( 432.41)	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(74) STORMWATER SYSTEM DEVELOP

ASSETS

74-0001000	EQUITY IN POOLED CASH	141,226.76	
	TOTAL ASSETS		141,226.76

LIABILITIES AND EQUITY

FUND EQUITY

74-0003010	FUND BALANCE	140,249.83	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	976.93	
	BALANCE - CURRENT DATE	976.93	
	TOTAL FUND EQUITY		141,226.76
	TOTAL LIABILITIES AND EQUITY		141,226.76

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(74) STORMWATER SYSTEM DEVELOP

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
74-000-40-100 BEGINNING CASH ESTIMATE	.00	.00	137,000.00	137,000.00	.0
74-000-40-650 INTEREST ON INVESTMENTS	.00	976.93	1,800.00	823.07	54.3
74-000-40-660 SDC REIMBURSEMENTS	.00	.00	2,000.00	2,000.00	.0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUE	.00	976.93	140,800.00	139,823.07	.7
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUND REVENUE	.00	976.93	140,800.00	139,823.07	.7
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(74) STORMWATER SYSTEM DEVELOP

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UNALLOCATED</u>					
<u>UNAPPROPRIATED ENDING FUND BAL</u>					
74-999-90-9001 UNAPPROPRIATED ENDING FUND BAL	.00	.00	140,800.00	140,800.00	.0
TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	140,800.00	140,800.00	.0
TOTAL UNALLOCATED	.00	.00	140,800.00	140,800.00	.0
TOTAL FUND EXPENDITURES	.00	.00	140,800.00	140,800.00	.0
NET REVENUE OVER EXPENDITURES	.00	976.93	.00	( 976.93)	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(80) VETERANS MEMORIAL PARK

ASSETS

80-0001000	EQUITY IN POOLED CASH	10,258.93	
	TOTAL ASSETS		10,258.93

LIABILITIES AND EQUITY

FUND EQUITY

80-0003010	FUND BALANCE	10,984.45	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 1,125.52)	
	BALANCE - CURRENT DATE	( 1,125.52)	
	TOTAL FUND EQUITY		9,858.93
	TOTAL LIABILITIES AND EQUITY		9,858.93



CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(80) VETERANS MEMORIAL PARK

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
80-000-40-100	BEGINNING CASH ESTIMATE	.00	.00	11,000.00	11,000.00	.0
80-000-40-650	INTEREST ON INVESTMENTS	.00	74.48	100.00	25.52	74.5
	TOTAL REVENUE	.00	74.48	11,100.00	11,025.52	.7
	TOTAL FUND REVENUE	.00	74.48	11,100.00	11,025.52	.7

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(80) VETERANS MEMORIAL PARK

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>PARKS</u>					
	<u>MATERIALS AND SERVICES</u>					
80-510-55-5550	MISC. EXPENSE	.00	.00	500.00	500.00	.0
80-510-55-5650	OPERATING MATERIALS & SUPPLIES	.00	.00	500.00	500.00	.0
80-510-55-5840	PARK MAINTENANCE	.00	1,200.00	3,600.00	2,400.00	33.3
	TOTAL MATERIALS AND SERVICES	.00	1,200.00	4,600.00	3,400.00	26.1
	TOTAL PARKS	.00	1,200.00	4,600.00	3,400.00	26.1
	<u>UNALLOCATED</u>					
	<u>UNAPPROPRIATED ENDING FUND BAL</u>					
80-999-90-9001	UNAPPROPRIATED ENDING FUND BAL	.00	.00	6,500.00	6,500.00	.0
	TOTAL UNAPPROPRIATED ENDING FUND B	.00	.00	6,500.00	6,500.00	.0
	TOTAL UNALLOCATED	.00	.00	6,500.00	6,500.00	.0
	TOTAL FUND EXPENDITURES	.00	1,200.00	11,100.00	9,900.00	10.8
	NET REVENUE OVER EXPENDITURES	.00	( 1,125.52)	.00	1,125.52	.0

CITY OF HALSEY  
BALANCE SHEET  
JANUARY 31, 2024

(85) HALSEY CITY PARK FUND

ASSETS

85-0001000	EQUITY IN POOLED CASH	7,300.48	
	TOTAL ASSETS		7,300.48

LIABILITIES AND EQUITY

FUND EQUITY

85-0003010	FUND BALANCE	3,258.70	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	3,873.18	
	BALANCE - CURRENT DATE	3,873.18	
	TOTAL FUND EQUITY		7,131.88
	TOTAL LIABILITIES AND EQUITY		7,131.88

CITY OF HALSEY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(85) HALSEY CITY PARK FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REVENUE</u>					
85-000-40-100	BEGINNING CASH ESTIMATE	.00	.00	4,500.00	4,500.00	.0
85-000-40-650	INTEREST ON INVESTMENTS	.00	37.96	.00	( 37.96)	.0
85-000-40-735	PARK RESERVATION FEES	.00	( 15.00)	600.00	615.00	( 2.5)
85-000-40-760	DONATIONS TO CITY PARK	.00	4,500.00	.00	( 4,500.00)	.0
85-000-40-770	PARK GRANTS	.00	.00	110,000.00	110,000.00	.0
	TOTAL REVENUE	.00	4,522.96	115,100.00	110,577.04	3.9
	<u>SOURCE 48</u>					
85-000-48-801	TRANSFER FROM GEN FND-PARK EXP	.00	.00	3,000.00	3,000.00	.0
	TOTAL SOURCE 48	.00	.00	3,000.00	3,000.00	.0
	TOTAL FUND REVENUE	.00	4,522.96	118,100.00	113,577.04	3.8

CITY OF HALSEY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

(85) HALSEY CITY PARK FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
<u>MATERIALS AND SERVICES</u>					
85-510-55-5550 MISCELLANEOUS	.00	.00	200.00	200.00	.0
85-510-55-5570 CITY PARK LIGHTS	.00	390.88	1,200.00	809.12	32.6
85-510-55-5655 SMALL TOOLS & EQUIPMENT	.00	.00	300.00	300.00	.0
85-510-55-5680 MAINTENANCE-BUILDING	.00	.00	500.00	500.00	.0
85-510-55-5840 PARK MAINTENANCE	.00	91.40	2,500.00	2,408.60	3.7
85-510-55-5865 PARK MATERIALS & SUPPLIES	.00	132.50	1,000.00	867.50	13.3
85-510-55-5885 RESERVATION DEPOSIT REFUNDS	.00	35.00	400.00	365.00	8.8
85-510-55-6915 PUBLIC TREES	.00	.00	2,000.00	2,000.00	.0
TOTAL MATERIALS AND SERVICES	.00	649.78	8,100.00	7,450.22	8.0
<u>CAPITAL OUTLAY</u>					
85-510-60-6016 PARK IMPROVEMENTS	.00	.00	110,000.00	110,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	110,000.00	110,000.00	.0
TOTAL PARKS	.00	649.78	118,100.00	117,450.22	.6
TOTAL FUND EXPENDITURES	.00	649.78	118,100.00	117,450.22	.6
NET REVENUE OVER EXPENDITURES	.00	3,873.18	.00	( 3,873.18)	.0





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

This Report Encompasses: 12/ 1/23 to 12/31/23

Total Incidents This Month: **32**

Incident Information:	Description
CAD# 2023236590 TIME: 12/1/2023 2:03:45PM CASE# CAD Only HALS WARNING SPEEDING VIOLAT	TRAFFIC STOP Reported at Block of 200 W O ST/W 2ND ST HALS  Operator issued speeding violation.
CAD# 2023236626 TIME: 12/1/2023 2:47:49PM CASE# CAD Only HALS CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 100 WA ST HALS  Deputy conducts extra patrol in school zone, no speeding violations observed.
CAD# 2023236684 TIME: 12/1/2023 4:15:35PM CASE# CAD Only HALS CAD CALL COMPLETE	ALARM LAW ONLY Reported at Block of 200 W 2ND ST HALS  Motion alarm at a local school. Nothing suspicious was found inside.
CAD# 2023236946 TIME: 12/2/2023 12:40:52AM CASE# CAD Only HALS CAD CALL COMPLETE	PROWLER Reported at Block of 300 W 1ST ST HALS  Deputy searched a basement of a residence per request of the resident. Nothing was found.
CAD# 2023237114 TIME: 12/2/2023 10:33:51AM CASE# CAD Only HALS CITE MOVING VIOLATION	TRAFFIC STOP Reported at Block of 200 W 2ND ST/W C ST HALS  61-year-old A. Bour of South Beach received a traffic citation for Fail to Obey a Traffic Control Device.



## Incident Information:

## Description

CAD# 2023238297  
TIME: 12/4/2023 10:02:16AM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

HARASSMENT Reported at Block of 1300 W 3RD ST HALS

Deputies responded to a report of telephonic harassment.

CAD# 2023243039  
TIME: 12/11/2023 11:58:03AM  
CASE# 2305264  
HALS  
REPORT TAKEN

Report Filed. DISORDERLY CONDUCT 1 Reported At Block Of 200 W 2ND ST Occurred between 1157 hours on 12/11/2023 and 1158 hours on 12/11/2023. Reported: 12/11/2023

Bomb threat made to Central Linn staff via email. Found to be a hoax occurring nationwide. Information forwarded to FBI.

CAD# 2023243628  
TIME: 12/12/2023 9:09:46AM  
CASE# 2305276  
HALS  
REPORT TAKEN

REPORT PENDING. Original Call Type: BURGLARY Reported At Block Of 00 W 1ST ST Occurred between 0909 hours on 12/12/2023 and 0909 hours on 12/12/2023. Reported:

A male was observed on video surveillance prying open an outside door to Julie's tavern. The male stole alcohol and cash. Investigation on-going.

CAD# 2023243629  
TIME: 12/12/2023 9:09:57AM  
CASE# CAD Only  
HALS

POCKET DIAL LCSO AND CRCC Reported at Block of 100 W 1ST ST HALS

No Public Narrative.

CAD# 2023244362  
TIME: 12/13/2023 10:38:21AM  
CASE# CAD Only  
HALS  
CITE AGGRESSIVE DRIVER

TRAFFIC STOP Reported at Block of 700 W 2ND ST/W H ST HALS

Eric Brittain 37 of Roseburg was issued a citation for speed.

CAD# 2023244589  
TIME: 12/13/2023 3:31:37PM  
CASE# 2305301  
HALS  
REPORT TAKEN

REPORT PENDING. Original Call Type: FRAUD Reported At Block Of 800 CENTENNIAL CT Occurred between 1531 hours on 12/13/2023 and 1531 hours on 12/13/2023. Reported:

Deputies investigated an incident of fraud.



## Incident Information:

## Description

CAD# 2023247394  
TIME: 12/18/2023 4:38:33AM  
CASE# CAD Only  
HALS  
WARNING SPEEDING VIOLAT

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

Operator issued warning for speeding violation

CAD# 2023247402  
TIME: 12/18/2023 5:06:20AM  
CASE# CAD Only  
HALS  
WARNING SPEEDING VIOLAT

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

Operator issued warning for speeding violation

CAD# 2023252057  
TIME: 12/25/2023 10:01:28AM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

CUSTODIAL INTERFERENCE Reported at Block of 600 EGRET AVE HALS

Custody dispute between parents on Christmas.

CAD# 2023252154  
TIME: 12/25/2023 3:06:08PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

DISTURBANCE Reported at Block of 500 W 5TH ST HALS

Caller reporting someone causing their dog to bark and then recording it. The person causing the dog to bark was on public property and not committing a crime.

CAD# 2023252234  
TIME: 12/25/2023 6:34:11PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

TRAFFIC COMPLAINT Reported at Block of 31800 HWY 228/AMERICAN DR HALS

Caller reports traffic complaint, deputies check the area. Vehicle was no longer in the area when Deputies arrive. Information forwarded to other agencies.

CAD# 2023252246  
TIME: 12/25/2023 7:20:42PM  
CASE# CAD Only  
HALS  
CITE DWS NO ODL

TRAFFIC STOP Reported at Block of 900 W 2ND ST/W J ST HALS

Traffic stop, Chrystopher Curtiss age 26 of Salem was cited for driving uninsured and driving while suspended violation.



## Incident Information:

## Description

CAD# 2023252985  
TIME: 12/26/2023 10:31:46PM  
CASE# CAD Only  
HALS  
WARNING SPEEDING VIOLAT

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

Operator issued speeding violation warning

CAD# 2023253841  
TIME: 12/28/2023 8:49:04AM  
CASE# CAD Only  
HALS  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 1500 W 2ND ST HALS

FEMALE OPERATOR WARNED ABOUT SPEED

CAD# 2023253854  
TIME: 12/28/2023 9:01:21AM  
CASE# CAD Only  
HALS  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 300 W 2ND ST HALS

MALE OPERATOR WARNED ABOUT SPEED

CAD# 2023253856  
TIME: 12/28/2023 9:03:23AM  
CASE# CAD Only  
HALS  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 300 W 2ND ST HALS

MALE OPERATOR WARNED ABOUT SPEED

CAD# 2023253867  
TIME: 12/28/2023 9:21:27AM  
CASE# CAD Only  
HALS  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 100 W E ST HALS

FEMALE OPERATOR WARNED ABOUT SPEED

CAD# 2023253869  
TIME: 12/28/2023 9:28:11AM  
CASE# CAD Only  
HALS  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 100 W E ST HALS

FEMALE OPERATOR WARNED ABOUT SPEED



## Incident Information:

## Description

CAD# 2023254413  
TIME: 12/29/2023 12:03:20AM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 800 W 3RD ST HALS

Deputies responded to a 911 hangup call. No suspicious activity observed. The 911 caller advised she was okay and did not mean to call.

CAD# 2023254684  
TIME: 12/29/2023 12:12:41PM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 800 CENTENNIAL CT HALS

Follow-up conducted on an animal offense.

CAD# 2023255099  
TIME: 12/30/2023 1:45:01AM  
CASE# CAD Only  
HALS  
CAD CALL COMPLETE

MOTORIST ASSIST Reported at Block of 000 NW 2ND ST/AMERICAN DR HALS

Deputy checks on motorist on the side of the road, person was pulled over to use cellphone for directions, person did not need Deputy assistance

CAD# 2023255196  
TIME: 12/30/2023 8:26:10AM  
CASE# CAD Only  
HALS  
CITE EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 100 W D ST/W 2ND ST HALS

Driver was cited for expired registration and warned for their speed.

CAD# 2023255209  
TIME: 12/30/2023 8:58:59AM  
CASE# CAD Only  
HALS  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 200 W O ST/W 2ND ST HALS

Driver warned for speed in Halsey.

CAD# 2023255259  
TIME: 12/30/2023 10:30:49AM  
CASE# CAD Only  
HALS  
WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 600 W 2ND ST HALS

Driver warned for speeding in Halsey.



Incident Information:	Description
CAD# 2023255706 TIME: 12/30/2023 11:15:29PM CASE# CAD Only HALS CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 1100 W 2ND ST HALS <hr/> Deputy informs residence vehicles door was open. No items were missing from the vehicle, and the vehicle was secured.
CAD# 2023255710 TIME: 12/30/2023 11:25:05PM CASE# CAD Only HALS CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 1400 W 3RD ST HALS <hr/> Deputy checks on suspicious vehicle, vehicle unoccupied
CAD# 2023255727 TIME: 12/31/2023 12:02:39AM CASE# 2305557 HALS REPORT TAKEN	REPORT PENDING. Original Call Type: SUSPICIOUS PERSON Reported At Block Of 300 W 2ND ST Occurred between 0002 hours on 12/31/2023 and 0002 hours on 12/31/2023. <hr/> 32 year old G. Eckhardt of Washington was arrested and transported to the Linn County Jail for his Lincoln County Warrant

## I. REPORTS TO COUNCIL

1. Employee Reports		
a. City Administrator Report		
Council Action:	NONE	January 9, 2023

### 1. Paid Leave Grants

We have received \$3000.00 from Paid Leave Oregon for Larissa's leave. We have received notice that we will be receiving another \$3000.00 for Madison's Leave any day now. Madison's paid leave ends on January 22<sup>nd</sup> and Larissa's ends February 9<sup>th</sup>. They both will still have unpaid leave available.

### 2. City Administrator Recruitment Update

We have successfully recruited Halsey's next City Administrator. I have sent out notifications to the other candidates.

### 3. Creating a Budget Calendar

Generally, this is prepared for the council in January but we will prepare it with the new City Administrator so their schedule can be accommodated.

### 4. Appointing a Budget Officer

The council will appoint a Budget Officer in February. It has been the responsibility of the City Administrator so it could not be accomplished in January.

### 5. Sharing Hands Board

Ken has left the council but still maybe on the board. Would the council like to appoint a new councilor to be a liaison for the council?

### 6. Panic Buttons System

We are having a panic button system installed at the library. Since the Librarian and the volunteers often work alone, we are getting the same system that City Hall uses.



## I. REPORTS TO COUNCIL

1. Employee Reports		
b. Public Works Department		
Council Action:	<b>NONE</b>	<b>November 14, 2023</b>

### Water Distribution:

Water Produced	2,058.000 gallons
Daily Average	66,000 gallons

### Wastewater Collection:

WW Collected	5,439,000 gallons.
Daily Average	175,000 gallons

### Water:

Did the annual Consumer Confidence report.

Civil engineers came to the water plant with Tag automated systems for system controlling planning for the new well.

We replaced the controller board and a solenoid for a cla-valve for the backwash filters at the water plant. Kamstrup did an upgrade to their meter programming and created issues with us doing data logs for our customers. To make a long story short we were able to get into the program a different way and got it to work.

### Sewer:

We spent some time getting all our equipment ready for our discharge season at the wastewater treatment plant.

We had Tim Owens with Correct equipment come and look at our wastewater facility. We are getting initial information and cost to change our gas chlorine to liquid or tablet chlorine for disinfection. This is just general information so we can plan and budget to change this out at some point in the future.

### Drainage:

We installed pump #1 at the Blue Heron drainage pump station. A new controller unit has come in but unfortunately was the incorrect one. Another unit has been ordered.

## I. REPORTS TO COUNCIL

1. Employee Reports	
c. Library	
Council Action: <b>NONE</b>	<b>December 1, 2023</b>

Circulation for December		Total Circulation since opening (Aug. 2015)	11,989
Fiction	15		
Non-Fiction	61	Total Number of Patrons to Date	597
Total	76		
Cities Represented in Circulation		Total Number of items in collection	4,900
Halsey	75		
Shedd	0	Avg. Daily Threshold Count since opening	6.01
Brownsville	0	Average Daily Threshold Count for December	4.46
Sweet Home	1		
Value of Inventory Through December			
Fiction	\$52,393.11		
Non-Fiction	\$34,941.38	Books added to inventory in December	30
Total	\$87,580.49		

### Updates

We had a total of 77 visitors with an average of 4.26 per day. We were closed for 3 ½ days due to the holidays. 76 items were checked out in the month of December and including renewals. 3 library cards were issued to new patrons.

We added 30 books to the collection in December. We did not receive any book donations in December.

I submitted the application for the Libraries Transforming Communities grant and am waiting to hear back. I am still waiting to hear back from a couple of companies about prices for an automatic door.

We finished our food drive for Sharing Hands. We had 3 tubs of food to donate.

The story time on the 22<sup>nd</sup> went well. I am currently in contact with someone who has done library story times professionally and am hoping she will commit to doing a monthly story time with us.

The Parks & Library Committee and I are working hard at work planning the 5K. I'll be able to advertise the event soon. If anyone is interested in volunteering to help plan the event or work at the event, please let me know.

I am over half-way done with the first grant writing course and will start the second course soon. I am currently doing research and putting material together for 5 new grant applications. I am also trying to secure a scholarship to attend the Oregon Library Association's annual conference for free.

**I. REPORTS TO COUNCIL**

<b>2. Council Reports</b>		
<b>a. Mayor's Report</b>		
<b>Council Action:</b>	<b><i>NONE</i></b>	<b>January 9, 2023</b>

## I. REPORTS TO COUNCIL

<b>2. Council Reports</b>		
<b>b. Central Linn School District</b>		
<b>Council Action:</b>	<b><i>NONE</i></b>	<b>January 9, 2023</b>

Councilor Isom is attending Central Linn School Board meetings as a liaison for the city. She may provide an update to the Council.

## I. REPORTS TO COUNCIL

<b>2. Council Reports</b>		
<b>c. Oregon Cascades West Council of Governments Board</b>		
<b>Council Action:</b>	<b><i>NONE</i></b>	<b>January 9, 2023</b>

Councilor Romer is attending Oregon Cascades West Council of Governments Board as the representative for Halsey. He may provide an update to the Council.



## J. NEW BUSINESS

1. Application for Council		
Council Action:	None	January 9, 2023

**Issue Statement:** The Departure of Councilor Lorensen has created a vacancy on Council. The Council may appoint a Councilor to fill the seat.

The appointed Councilor will serve the remainder of the current term, which ends on December 31, 2026.

To be eligible, a candidate must be registered to vote and have lived in the city limits of the City of Halsey for at least twelve months prior to election or appointment. Jerry Gillson meets this requirement.

The council may invite the candidate to speak and may ask questions about their background or qualifications or reasons for wanting to serve.

If Council wants to appoint Jerry Gillson

**The process would be:**

- Council declares the seat open.
- Council can then appoint a candidate.

➤ **Possible Motion:** I move that the governing body of the City of Halsey declare the council seat vacant.

- Council Options
  1. Appoint on candidate
  2. Postpone appointment
  3. Provide further direction to staff

➤ **Possible Motion:** I move that the governing body of the City of Halsey appoint \_\_\_\_\_[name]\_\_\_\_\_ to the position of City Councilor to serve the remainder of the current term.

- Council Options
  1. Appoint on candidate
  2. Postpone appointment
  3. Provide further direction to staff

After the appointment, the City Administrator will administer the oath of office and the Councilor may take their seat.