



MYRTLE CREEK CITY COUNCIL
REGULAR COUNCIL MEETING AGENDA
MYRTLE CREEK COUNCIL CHAMBER

AGENDA PACKET 07/18/2023

All city public meetings are being digitally recorded for sound and video camera surveillance.

The City Council of the City of Myrtle Creek will meet on **Tuesday, July 18, 2023 at 5:30 PM** in the Myrtle Creek Council Chamber, 207 NW Pleasant Street, Myrtle Creek, Oregon.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder at 541-863-3171.

The City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and or/meeting.

REGULAR COUNCIL MEETING – 5:30 PM

Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the City Recorder. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the “Citizens Heard on Non-Agenda Items” section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the City Council.

1. Call to Order/Roll Call

2. Pledge of Allegiance

3. Public Presentations – Items that do not require immediate council action, such as presentations, discussions of potential future action items.

4. Consent Agenda – Requires a motion

The consent agenda consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately upon request.

Consent Agenda Part 1 – Requires a motion

4.1 Approval of minutes of the Regular City Council Meeting for June 20, 2023

Consent Agenda Part 2 – Requires a motion

4.2 Acknowledge receipt of Payroll & Claims Report for June 2023

5. Department Reports

Items for discussion by the City Administrator and Department Heads as needed.

- 5.1 Planning/Community Development Report
- 5.2 Finance Officer Report
- 5.3 Police Department Report
- 5.4 Fire Department Report
- 5.5 Public Works Report

6. Regular Agenda

Citizens will be provided the opportunity to offer comments on action items after staff has given their report and if there is an applicant, after they have had the opportunity to speak. Action items are expected to result in motions, resolutions, orders, or ordinances.

- 6.1 On Street Parking of Trailers
- 6.2 Modified Cash Accounting
- 6.3 Memorial Items Policy
- 6.4 Park Commission Presentation Cover for Pickleball Court
- 6.5 Millsite Park Nature Trail Expansion Concept

7. Citizens Heard on Non-Agenda Items

8. City Administrator Report

9. Mayor and Councilor – Committee Reports and Councilor Comments

9. Executive Session

The Myrtle Creek City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. 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. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

11. Adjournment



CITY OF MYRTLE CREEK

REGULAR MEETING OF THE CITY COUNCIL

DATE: June 20, 2023

PLACE: Council Chambers, 207 NW Pleasant St., Myrtle Creek, Oregon

PRESIDING OFFICER: Mayor Matthew Hald

COUNCILORS PRESENT: Councilors: Robert Chaney, Sr., Luke Dillon, Diana Larson, Susan Harris, Bill Burnett

COUNCILORS ABSENT:

A quorum was present throughout the meeting.

STAFF IN ATTENDANCE: City Administrator Lonnie Rainville, City Recorder Joanna Bilbrey, Finance Officer Lesley Hiscocks, Police Chief Jonathan Brewster, Fire Chief Manie Pires

CALL TO ORDER: Mayor Matthew Hald called the June 20, 2023 meeting to order at 5:30 PM

PUBLIC PRESENTATION

No public presentations.

CONSENT AGENDA

Parts I & II

Motion was made by Councilor Burnett and seconded by Councilor Harris to accept Consent Agenda Items Parts I & II. Discussion: None
Vote: Motion passed unanimously.

DEPARTMENT REPORTS

Planning Department

City Administrator Lonnie Rainville submitted the Planning Department Report into record as written. A question was asked on the status of the Riverside Lift Station. We are currently waiting on parts to come in. The project should be completed by February 2024.

Finance Report

Finance Officer Lesley Hiscocks submitted the Finance Report into record as written.

Police Department

Police Chief Jonathan Brewster submitted the Police Department report into record as written.

Fire Department

Fire Chief Manie Pires submitted the Fire Report into record as written. The Chief shared that they had 29 teams play in their golf tournament and it went really well.

Public Works

City Administrator Lonnie Rainville submitted the Public Works Report into record as written.

Resolution 23-11 – A Resolution Imposing Ad Valorem Taxes and Categorizing the Tax Levy as Provided in ORS 310.060(2).

Motion was made by Councilor Harris to approve Resolution 23-11 – A Resolution Imposing Ad Valorem Taxes and Categorizing the Tax Levy as Provided in ORS 310.060 (2). Motion seconded by Councilor Dillon. Discussion: no discussion followed

Vote: Motion passed unanimously.

REGULAR AGENDA

Myrtle Creek Rural Fire District Contract

City Administrator Lonnie Rainville presented the new Intergovernmental Agreement Between the City of Myrtle Creek and Myrtle Creek Rural Fire Protection District.

Motion was made by Councilor Harris to approve the 2023-2026 Intergovernmental Agreement between the City of Myrtle Creek and the Myrtle Creek Rural Fire Protection District. Motion was seconded by Councilor Burnett. Discussion: no discussion followed

Vote: Motion passed unanimously.

Umpqua Golf Management LLC Contract

City Administrator Lonnie Rainville presented the new agreement for Professional/Personnel Services with Umpqua Golf Management LLC. This new agreement is being changed from a land lease to a contract for professional services. This will remove the property taxes from the land which are about \$12,000 a year.

Motion was made by Councilor Dillon to approve the contract for Professional and Personal Services between the City of Myrtle Creek and Umpqua Golf Management LLC. Motion was seconded by Councilor Harris. Discussion: no discussion followed

Vote: Motion passed unanimously.

ON Street Parking tabled to July

Myrtle Creek City Council Minutes

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CITIZENS HEARD ON NON-AGENDA ITEMS

Julie Sproul-Dillon – 745 NE Lillian, Myrtle Creek

Julie came to discuss with Council about the Rodeo Rabbit Scramble. She shared about the issues that rabbits cause homeowners and the treatment of the rabbits. She would like to know what the City can do or if Council has recommendations for her to proceed. She asked if Council as a body could possibly write a letter to the Rodeo regarding the Rabbit Scramble and the issues that residents have.

CITY ADMINISTRATOR REPORT

City Administrator Lonnie Rainville shared that the City has launched a Facebook page, City of Myrtle Creek Government. We will be using this to push information out to the public. The City Administrator has started meeting with the City Administrators from Riddle, Canyonville, and Glendale. They will start meeting every other month to discuss local issues specific to south Douglas County. The City Administrator also shared the new insurance rates for the 2023/2024. The City has an open position for a Parks/Public Works employee. Interviews are being conducted on Friday, June 23, 2023 and we hope to have the new employee on staff in July. The Brewfest and the City Wide Yard Sale are both going on this weekend.

MAYOR AND COUNCILOR – COMMITTEE REPORTS and COUNCILOR COMMENTS

Councilor Dillon shared that he has almost completed the testing for his CPA license.

Executive Session called at 6:31 p.m.

Executive Session closed at 6:59 p.m.

Motion made by Councilor Chaney to offer the City Administrator a 4% cola and 3% merit which is within the current contract and is consistent with other non-union staff effective July 1, 2023. Motion seconded by Councilor Larson. Discussion: no discussion followed

Vote: Motion passed unanimously.

ADJOURNMENT

Mayor Matthew Hald adjourned the regular meeting of the City Council for June 20, 2023 at 7:02 PM.

Matthew Hald, Mayor

wiAttest:

Joanna Bilbrey
City Recorder

**CITY OF MYRTLE CREEK
PAYROLL AND CLAIMS
JUNE ~~ 2023**

FUND #	FUND DESCRIPTION	BILLS	P/R	Transfers	TOTAL
100	GENERAL FUND	197,132.56	21,770.75		218,903.31
200	SEWER FUND	89,176.83	35,420.24		124,597.07
210	SEWER CONSTRUCTION	191,862.38	-		191,862.38
250	WATER FUND	22,788.08	23,503.53		46,291.61
255	METER DEPOSITS	-	-		-
260	WATER CONSTRUCTION	9,500.00	-		9,500.00
280	AIRPORT FUND	4,564.52	-		4,564.52
300	STREET FUND	50,160.78	9,289.70		59,450.48
330	STORM WATER FUND	336.00	-		336.00
420	SEWER EFFLUENT LOAN	-	-		-
430	WWTP REPAY FUND	-	-		-
450	WTP E RES DEBT FUND	-	-		-
500	PARK DEVELOPMENT	1,903.46	-		1,903.46
550	RV PARK FUND	1,253.98	-		1,253.98
580	CAPITAL PROJECTS	-	-		-
	TOTAL ALL FUNDS	568,678.59	89,984.22	-	658,662.81

Accounts Payable

Checks by Date - Detail by Check Date

User: lhiscocks
Printed: 7/6/2023 2:19 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
95053123	050S	UMPQUA BANK-EFTPS (STATE)	06/01/2023	
	95053123	STATE TRANSIT TAXES		55.77
	95053123	STATE WH TAXES		3,638.23
	95053123	OREGON PAID LEAVE		557.68
Total for Check Number 95053123:				4,251.68
Total for 6/1/2023:				4,251.68
47477	4561	ADVANTAGE SECURITY LLC	06/02/2023	
	7751466	CONTRACTUAL SERVICES- WASTE WATEF		39.85
	7751466	CONTRACTUAL SERVICES- WATER TREAT		48.25
Total for Check Number 47477:				88.10
47478	4489	BATTERIES PLUS #208	06/02/2023	
	P62629755	EQUIP MAINT AND REPAIR- WATER TREAT		95.00
Total for Check Number 47478:				95.00
47479	1315	CASCADE FIRE EQUIPMENT CO	06/02/2023	
	3569	SAFETY EQUIPMENT- FIRE		938.21
	4012	SAFETY EQUIPMENT- FIRE		4,675.00
Total for Check Number 47479:				5,613.21
47480	099W	CITY OF MC - WATER BILLS	06/02/2023	
	APRIL 23	WATER AND SEWER- PARKS		610.37
	APRIL 23	WATER AND SEWER- FIRE		133.26
	APRIL 23	WATER AND SEWER- SHOPS		124.00
	APRIL 23	WATER AND SEWER- LIBRARY		128.75
	APRIL 23	WATER AND SEWER- POOL		69.02
	APRIL 23	WATER AND SEWER- LIBRARY		124.00
	APRIL 23	WATER AND SEWER- SEWER		128.12
	APRIL 23	WATER AND SEWER- PUBLIC BUILDINGS		248.00
Total for Check Number 47480:				1,565.52
47481	1507	COOPERS PEST CONTROL	06/02/2023	
	21508	BLDG AND GROUNDS MAINT- PARKS		75.00
	24773	BLDG AND GROUNDS MAINT- WATER TRE		225.00
Total for Check Number 47481:				300.00
47482	7980	CTX - Copytronix - A Xerox Company	06/02/2023	
	IN3453884			1.73
	IN3453884			1.73
	IN3453884			0.03
	IN3453884			0.86

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	IN3453884			10.99
	IN3453884			4.06
	IN3453884			0.03
	IN3453884			4.03
	IN3453884			123.30
	IN3453884			57.55
			Total for Check Number 47482:	204.31
47483	UB*00322	RICHARD & PATRICIA DAWLEY	06/02/2023	
		Refund Check		1.73
		Refund Check		2.26
		Refund Check		0.13
			Total for Check Number 47483:	4.12
47484	1504	DON JONES AUTOMOTIVE	06/02/2023	
	53123	VEHICLE MAINT AND REPAIR- POLICE		160.35
	53123	GAS/OIL/LUBE- POLICE		549.50
			Total for Check Number 47484:	709.85
47485	1940	DOUGLAS CO SHERIFF'S OFFICE	06/02/2023	
	DCSO-FY23-10 MC	JAIL EXPENSE- POLICE		979.50
			Total for Check Number 47485:	979.50
47486	1045	DOUGLAS COUNTY FARMERS CO-OP	06/02/2023	
	54300	BLDG AND GROUNDS MAINT- PARKS		459.60
			Total for Check Number 47486:	459.60
47487	1103	EBS TRUST	06/02/2023	
		PR Batch 00002.05.2023 Dental Premium 5%	PR Batch 00002.05.2023 Den	118.06
		PR Batch 00002.05.2023 Medical/Vision Premiu	PR Batch 00002.05.2023 Mec	1,577.18
		PR Batch 00002.05.2023 Dental Insurance	PR Batch 00002.05.2023 Den	2,245.58
		PR Batch 00002.05.2023 Medical/Vision Insurar	PR Batch 00002.05.2023 Mec	29,967.21
			Total for Check Number 47487:	33,908.03
47488	1556	ERA	06/02/2023	
	043352	REGULATROY SERVICES- WASTE WATER T		861.88
			Total for Check Number 47488:	861.88
47489	1583	FERGUSON WATERWORKS #3011	06/02/2023	
	1200759-1	PIPES AND FITTINGS- WATER MAINT		126.90
	1200763	PIPES AND FITTINGS- SEWER MAINT		411.99
			Total for Check Number 47489:	538.89
47490	8833	FRESH AIRE OFFICE FRAGRANCING C	06/02/2023	
	12-30657	CONTRACTUAL SERVICES- SUPPORT SERV		44.00
			Total for Check Number 47490:	44.00
47491	2073	GOSSELIN CONSTRUCTION	06/02/2023	
	53123	CAPITAL OUTLAY (MORRISON AVE)- WATI		9,500.00
			Total for Check Number 47491:	9,500.00
47492	5701	HAYS OIL COMPANY	06/02/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	CL79640	GAS/OIL/LUBE- FIRE		135.26
	CL79640	GAS/OIL/LUBE- PUBLIC WORKS		666.41
Total for Check Number 47492:				801.67
47493	6590 746372986	HOME DEPOT PRO formerly Supply Wor CHLORINE AND CHECMICALS- POOL	06/02/2023	57.12
Total for Check Number 47493:				57.12
47494	1328 96195	HPS ELECTRICAL APPARATUS EQUIP MAINT AND REPAIR- WASTE WATEI	06/02/2023	283.00
Total for Check Number 47494:				283.00
47495	4558	I.B.E.W. LOCAL UNION 659 PR Batch 00002.05.2023 Union Dues PR Batch 00002.05.2023 Union Dues	06/02/2023 PR Batch 00002.05.2023 Unio PR Batch 00002.05.2023 Unio	36.21 283.83
Total for Check Number 47495:				320.04
47496	4543 U2316020079	ICONIX WATERWORKS (US) INC. PIPES AND FITTINGS- WATER MAINT	06/02/2023	81.38
Total for Check Number 47496:				81.38
47497	2205 6	LASKEY-CLIFTON CORPORATION capital outlay (riverside lift station)- sewer const	06/02/2023	181,941.27
Total for Check Number 47497:				181,941.27
47498	2215 2023	STEVEN LEDBETTER MEMBERSHIP AND TRAINING (WORKBOC	06/02/2023	150.00
Total for Check Number 47498:				150.00
47499	UB*00323	OWEN LLOYD Refund Check Refund Check Refund Check	06/02/2023	7.23 122.95 94.02
Total for Check Number 47499:				224.20
47500	6596 052460 052460 052460	LOU'S GLOVES INC. OPERATING SUPPLIES- SEWER MAINT OPERATING SUPPLIES- PUBLIC WORKS OPERATING SUPPLIES- WATER MAINT	06/02/2023	87.34 87.33 87.33
Total for Check Number 47500:				262.00
47501	1703 6161	MIGNOLA FARMS INC. BLDG AND GROUND MAINT- PARKS	06/02/2023	360.00
Total for Check Number 47501:				360.00
47502	8686 1076343	MISSION COMMUNICATIONS, LLC CONTRACTUAL SERVICES- SEWER MAINI	06/02/2023	599.40
Total for Check Number 47502:				599.40
47503	1039 74079	MSK BUILDING SUPPLY OPERATING SUPPLIES- FIRE	06/02/2023	16.98

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47503:				16.98
47504	7031 2023	OAMA c/o Kate Schwarzler CONTRACTUAL SERVICES- AIRPORT	06/02/2023	155.00
Total for Check Number 47504:				155.00
47505	4434 2023 2023	OHA OREGON HEALTH AUTHORITY REGULATORY SERVICES- SPRINGBROOK REGULATORY SERVICES- WATER PLANT	06/02/2023	1,000.00 1,000.00
Total for Check Number 47505:				2,000.00
47506	2775 201524924	OREGON CORRECTIONS ENTERPRISE OPERATING SUPPLIES- STORM WATER	06/02/2023	111.00
Total for Check Number 47506:				111.00
47507	1228	OREGON DEPT OF JUSTICE PR Batch 00002.05.2023 Child Support	06/02/2023 PR Batch 00002.05.2023 Chil	225.00
Total for Check Number 47507:				225.00
47508	5841 WQWSC2300216	OREGON DEPT. OF ENVIROMENTAL C REGULATORY SERVICES- WASTE WATER 1	06/02/2023	374.40
Total for Check Number 47508:				374.40
47509	1223 452526	OREGON TOOL & SUPPLY TOOLS AND EQUIP- WASTE WATER TREAT	06/02/2023	188.75
Total for Check Number 47509:				188.75
47510	1147 APRIL 23 APRIL 23 APRIL 23 APRIL 23 APRIL 23 APRIL 23 APRIL 23 APRIL 23 APRIL 23 APRIL 23 APRIL 23 APRIL 23 APRIL 23	PACIFIC POWER & LIGHT ELECTRIC - FIRE ELECTRIC - WWTP ELECTRIC - COMM CTR ELECTRIC - WATER PLANT ELECTRIC - SPRINGBROOK ELECTRIC - PUB BLDGS ELECTRIC - PUB WORKS ELECTRIC - LIBRARY ELECTRIC - AIRPORT ELECTRIC - PARKS ELECTRIC - POOL STREET LIGHTS ELECTRIC - SEWER MT	06/02/2023	675.48 10,419.55 99.55 3,892.11 150.73 450.61 86.94 288.55 355.61 1,338.73 102.41 1,543.43 356.92
Total for Check Number 47510:				19,760.62
47511	1466 MAY 23	PACIFIC POWER/CONSTRUCTION CAPITAL OUTLAY(RIVERSIDE LIFT STATI	06/02/2023	4,730.00
Total for Check Number 47511:				4,730.00
47512	4000 1023140362	PITNEY BOWES - Purchase Power OPERATING SUPPLIES- SUPPORT SERVICE	06/02/2023	91.29
Total for Check Number 47512:				91.29
47513	1058	PLATT ELECTRIC SUPPLY	06/02/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	4A94337	STREET LIGHTING- STREETS		75.50
			Total for Check Number 47513:	75.50
47514	1159	QUILL CORPORATION	06/02/2023	
	32605844	OPERATING SUPPLIES- POLICE		121.99
	32633339	OPERATING SUPPLIES- POLICE		38.99
	32654215	OPERATING SUPPLIES- support services		128.23
			Total for Check Number 47514:	289.21
47515	7178	JOHN RAINES	06/02/2023	
	2023	MEMBERSHIP AND TRAINING (WORK BOC		150.00
			Total for Check Number 47515:	150.00
47516	1341	SOUTH UMPQUA DISPOSAL	06/02/2023	
	april 23			338.50
	april 23			100.60
	april 23			131.10
	april 23			126.00
	april 23			166.75
	april 23			100.60
	april 23			41.10
	april 23			126.00
			Total for Check Number 47516:	1,130.65
47517	1790	SPRINGBROOK SPECIAL ROAD DISTR	06/02/2023	
	05262023MC	MISC- STREETS		1,507.65
			Total for Check Number 47517:	1,507.65
47518	UB*00321	KIMBERLY STRONG	06/02/2023	
		Refund Check		45.50
		Refund Check		3.49
		Refund Check		59.49
			Total for Check Number 47518:	108.48
47519	8832	SYSTECH	06/02/2023	
	8307	CONTRACTUAL SERVICES-RV PARK		50.00
	8307	CONTRACTUAL SERVICES- SUPPORT SERV		1,149.51
	8307	CONTRACTUAL SERVICES-SEWER MAINT		340.47
	8331	SYSTECH PHONE		524.98
	8331	SYSTECH PHONE		204.99
			Total for Check Number 47519:	2,269.95
47520	3770	TROJAN UV	06/02/2023	
	5-26-2023	EQUIP MAINT AND REPAIR- WATER TREAT		579.79
			Total for Check Number 47520:	579.79
47521	1220	U S NATIONAL BANK	06/02/2023	
		PR Batch 00002.05.2023 Police Union Dues	PR Batch 00002.05.2023 Poli	200.00
			Total for Check Number 47521:	200.00
47522	1200	UMPQUA RESEARCH COMPANY	06/02/2023	
	M070507	REGULATORY SERVICES- WATER TREATM		96.00
	M070566	REGULATORY SERVICES- WASTE WATER 1		148.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	M070643	REGULATORY SERVICES- WASTE WATER T		148.00
	M070653	REGULATORY SERVICES- WATER TREATM		850.50
	M070662	REGULATORY SERVICES- WASTE WATER T		989.20
	M070733	REGULATORY SERVICES- WASTE WATER T		2,376.40
	M070736	REGULATORY SERVICES- WASTE WATER T		148.00
Total for Check Number 47522:				4,756.10
47523	3890	UMPQUA VALLEY FIRE SERVICES INC	06/02/2023	
	12467662	BLDG AND GROUNDS MAINT(LIFT STATIC		70.00
	12467662	BLDG AND GROUNDS MAINT- FIRE		70.00
	12467662	BLDG AND GROUNDS MAINT- WATER PLA		140.00
	12467662	BLDG AND GROUNDS MAINT- PARKS		494.95
	12467662	BLDG AND GROUNDS MAINT- WASTE WA		140.00
	12467662	BLDG AND GROUNDS MAINT- PUBLIC BU		35.00
Total for Check Number 47523:				949.95
47524	4598	UMPQUA VALLEY TRACTOR	06/02/2023	
	1036814	VEHICLE MAINT AND REPAIR- PUBLIC WC		12.07
	1036975	VEHICLE MAINT AND REPAIR- PARKS		641.25
Total for Check Number 47524:				653.32
47525	3948	UNITED RENTALS (NORTH AMERICA)	06/02/2023	
	220089548-001	TOOLS AND EQUIPMENT- STREETS		212.35
Total for Check Number 47525:				212.35
47526	3954	UPS	06/02/2023	
	7980vf213	operating supplies- police		17.25
Total for Check Number 47526:				17.25
47527	7979	US BANK EQUIPMENT FINANCE	06/02/2023	
	502005986	COPIER- SUPPORT SERVICES		207.72
	502005986	OPERATING SUPPLIES- FIRE		69.25
Total for Check Number 47527:				276.97
47528	1648	USA BLUE BOOK	06/02/2023	
	00019012	OPERATING SUPPLIES- WATER TREATMEN		115.94
Total for Check Number 47528:				115.94
47529	1687	ZIPLY FIBER	06/02/2023	
	8636805 5	TELEPHONE- SUPPORT SERVICES		94.37
Total for Check Number 47529:				94.37
Total for 6/2/2023:				280,992.61
47530	1067	ALL ROCK LLC	06/09/2023	
	May 2023	SM		29.17
	May 2023	WM		29.17
	May 2023	Streets		29.18
Total for Check Number 47530:				87.52
47531	4579	AMERICAN LEGION POST 123	06/09/2023	
	Flags	SS		300.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47531:				300.00
47532	2137	AVISTA UTILITIES	06/09/2023	
	May 2023	GAS HEAT - PUB WORKS	269323	48.52
	May 2023	GAS HEAT - POOL	265671	736.59
	May 2023	GAS HEAT - SEWER MT	270193	17.51
	May 2023	GAS HEAT - PUB BLDGS	264966	86.72
	May 2023	GAS HEAT - FIRE	269650	179.98
	May 2023	GAS HEAT - SEWER MT	269006	17.51
	May 2023	GAS HEAT - COMM CTR	268180	71.67
	May 2023	GAS HEAT - WWTP	74666	3,926.48
Total for Check Number 47532:				5,084.98
47533	1818	C & S FIRE SAFE SERVICES	06/09/2023	
	12468399	WWTP		438.00
	12468424	WTP		248.00
Total for Check Number 47533:				686.00
47534	1592	CAMTRONICS	06/09/2023	
	4042	WWTP		451.50
Total for Check Number 47534:				451.50
47535	1311	CASCADE COLUMBIA DIST CO	06/09/2023	
	867337	WWTP		11,775.43
	867337	WWTP		3,000.00
Total for Check Number 47535:				14,775.43
47536	1431	CHARTER COMMUNICATIONS	06/09/2023	
	0128070053023	Fire		243.56
	0128070053023	Fire		99.98
Total for Check Number 47536:				343.54
47537	4588	CLIFFORD CHURCH	06/09/2023	
	Boot Allow	WWTP		150.00
Total for Check Number 47537:				150.00
47538	2164	CODE PUBLISHING, INC	06/09/2023	
	GV0010877	SS		164.50
Total for Check Number 47538:				164.50
47539	1507	COOPERS PEST CONTROL	06/09/2023	
	21507	PB		375.00
Total for Check Number 47539:				375.00
47540	1125	DOLE COALWELL	06/09/2023	
	81574	Court		744.00
Total for Check Number 47540:				744.00
47541	1448	DOUGLAS CO MANAGEMENT & FINA	06/09/2023	
	April 2023	Court Assessment		212.00
	May 2023	Court Assessment		192.31

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47541:				404.31
47542	1422	DOUGLAS COUNTY MAIL	06/09/2023	
	319	SS		532.80
Total for Check Number 47542:				532.80
47543	8688	DOUGLAS FAST NET	06/09/2023	
	1234340	WTP		200.00
	1234340	WWTP		235.66
	1234340	PW		200.00
	287200	Airport		122.13
	287200	RV Park		112.49
Total for Check Number 47543:				870.28
47544	1544	EMERALD POOL & PATIO	06/09/2023	
		Pool		112.47
Total for Check Number 47544:				112.47
47545	5701	HAYS OIL COMPANY	06/09/2023	
	CL80383-IN	Fire		137.23
	CL80383-IN	PW		528.65
	CL80383-IN	Parks		353.50
Total for Check Number 47545:				1,019.38
47546	1407	M C VOLUNTEER FIRE DEPT	06/09/2023	
	15799-2023524	Fire		1,625.00
Total for Check Number 47546:				1,625.00
47547	5279	MEDIAMERICA, INC	06/09/2023	
	39486-IN	SS		800.00
Total for Check Number 47547:				800.00
47549	1039	MSK BUILDING SUPPLY	06/09/2023	
	May 2023	PB		155.07
	May 2023	Streets		11.99
	May 2023	Airport		15.94
	May 2023	CC		4.29
	May 2023	RV Park		5.99
	May 2023	Police		39.98
	May 2023	RV Park		13.99
	May 2023	Streets		1,196.37
	May 2023	Parks		150.97
	May 2023	Parks		93.46
	May 2023	PW		5.99
	May 2023	Fire		20.91
	May 2023	PW		7.29
	May 2023	Pool		16.07
	May 2023	Streets		230.75
	May 2023	WTP		10.99
Total for Check Number 47549:				1,980.05
47550	1089	NAPA AUTO PARTS	06/09/2023	
	8601135648	PW		87.96
	8601144709	Fire		291.97

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	8601144870	Fire		60.25
	8601145218	Fire		37.23
	8601149839	PW		29.96
	8601149848	PW		74.90
	8601152496	Parks		18.52
	8601169736	PW		5.38
	8601186076	Police		9.49
				<hr/>
Total for Check Number 47550:				615.66
47551	1833	ONE CALL CONCEPTS, INC	06/09/2023	
	3050434	SM		16.10
	3050434	WM		16.10
				<hr/>
Total for Check Number 47551:				32.20
47552	1140	OR DEPT OF REVENUE	06/09/2023	
	April 2023	Court Assessment		1,159.37
	May 2023	Court Assessment		1,147.62
				<hr/>
Total for Check Number 47552:				2,306.99
47553	1154	PITNEY BOWES GLOBAL FINANCIAL	06/09/2023	
	3317514602	SS		164.55
				<hr/>
Total for Check Number 47553:				164.55
47554	1058	PLATT ELECTRIC SUPPLY	06/09/2023	
	4C06371	RV Park		37.39
				<hr/>
Total for Check Number 47554:				37.39
47555	4026	KEN REDINGER	06/09/2023	
	Boot Allow	WWTP		150.00
				<hr/>
Total for Check Number 47555:				150.00
47556	1283	CITY OF ROSEBURG	06/09/2023	
	June 2023	CONTRACTUAL SVCS-COURT	Judge Services	1,175.00
	June 2023	TRAVEL EXPENSE	Judge Services	75.00
				<hr/>
Total for Check Number 47556:				1,250.00
47557	2283	ROTO-ROOTER OF DOUGLAS COUNT	06/09/2023	
	888491SC	Airport		75.00
				<hr/>
Total for Check Number 47557:				75.00
47558	1175	SHIRTCLIFF OIL COMPANY	06/09/2023	
	May 2023	Parks		267.99
	May 2023	PW		225.50
	May 2023	WTP		9.20
	May 2023	Airport		115.60
	May 2023	WWTP		29.00
				<hr/>
Total for Check Number 47558:				647.29
47559	4622	TAG The Automation Group, Inc.	06/09/2023	
	W13152	WWTP		779.37
				<hr/>
Total for Check Number 47559:				779.37

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
47560	1200 M070721	UMPQUA RESEARCH COMPANY WWTP	06/09/2023	55.80
Total for Check Number 47560:				55.80
47561	4146 39644	WESTERN SYSTEMS PW	06/09/2023	1,709.12
Total for Check Number 47561:				1,709.12
Total for 6/9/2023:				38,330.13
95039239	050S 39239	UMPQUA BANK-EFTPS (STATE) STATE WH TAXES	06/12/2023	955.58
Total for Check Number 95039239:				955.58
99953123	1224 99953123 99953123	OREGON PERS Pickup Amount Employer Amount	06/12/2023	3,159.51 9,441.60
Total for Check Number 99953123:				12,601.11
Total for 6/12/2023:				13,556.69
80861423	8430 CL28052	SNIDER ENERGY / PACIFIC PRIDE POLICE	06/14/2023	427.69
Total for Check Number 80861423:				427.69
88061423	8430 CL26811	SNIDER ENERGY / PACIFIC PRIDE POLICE	06/14/2023	372.28
Total for Check Number 88061423:				372.28
88861423	8430 CL29501	SNIDER ENERGY / PACIFIC PRIDE POLICE	06/14/2023	885.03
Total for Check Number 88861423:				885.03
Total for 6/14/2023:				1,685.00
94161523	050F 94161523 94161523 94161523	UMPQUA BANK-EFTPS (FED) FICA Taxes Medicare Taxes Federal WH Taxes	06/15/2023	6,873.84 1,607.50 4,268.42
Total for Check Number 94161523:				12,749.76
99961523	1832 JUNE 23	NATIONWIDE RETIREMENT SOLUTIO PR Employee 457B Plan	06/15/2023 25992001	1,275.00
Total for Check Number 99961523:				1,275.00
Total for 6/15/2023:				14,024.76
47562	1226	AFLAC INSURANCE	06/16/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		PR Batch 00001.06.2023 AFLAC INS	PR Batch 00001.06.2023 AFL	35.49
		PR Batch 00001.06.2023 AFLAC INS (Pretax)	PR Batch 00001.06.2023 AFL	381.86
			Total for Check Number 47562:	417.35
47563	8853 MYCRBYS 0523	RA OUTDOORS LLC ASPIRA RV PARK BOOK YOUR SITE FEE	06/16/2023 MONTHLY FEE	280.00
			Total for Check Number 47563:	280.00
47564	1818 12468416	C & S FIRE SAFE SERVICES WASTE WATER TREATMENT PLANT	06/16/2023	275.00
			Total for Check Number 47564:	275.00
47565	1507 21846 24191	COOPERS PEST CONTROL WASTE WATER TREATMENT PLANT FIRE	06/16/2023	200.00 52.00
			Total for Check Number 47565:	252.00
47566	1504 2023301	DON JONES AUTOMOTIVE FIRE	06/16/2023	963.10
			Total for Check Number 47566:	963.10
47567	1940 DCSO-FY23-11 MC	DOUGLAS CO SHERIFF'S OFFICE POLICE	06/16/2023	685.65
			Total for Check Number 47567:	685.65
47568	8833 12-30864	FRESH AIRE OFFICE FRAGRANCING C SUPPORT SERVICES	06/16/2023	44.00
			Total for Check Number 47568:	44.00
47569	2073 06092023 6923	GOSSELIN CONSTRUCTION STREETS STREETS	06/16/2023	9,250.00 7,277.00
			Total for Check Number 47569:	16,527.00
47570	6590 747691939	HOME DEPOT PRO formerly Supply Wor PARKS	06/16/2023	40.71
			Total for Check Number 47570:	40.71
47571	1096 1017	HOMETOWN INSURANCE CO AIRPORT	06/16/2023	3,393.00
			Total for Check Number 47571:	3,393.00
47572	4558	I.B.E.W. LOCAL UNION 659 PR Batch 00001.06.2023 Union Dues	06/16/2023 PR Batch 00001.06.2023 Uni	320.05
			Total for Check Number 47572:	320.05
47573	4543 U2316021829 U2316023563	ICONIX WATERWORKS (US) INC. PARKS PARK DEVELOPMENT	06/16/2023	24.60 1,123.84
			Total for Check Number 47573:	1,148.44

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
47574	4628 66426	LOCAL GOVERNMENT LAW GROUP P SUPPORT SERVICES	06/16/2023	430.00
Total for Check Number 47574:				430.00
47575	1119 343209 343592 344322	MYRTLE CREEK SAW SHOP STREETS STREETS WASTE WATER TREATMENT PLANT	06/16/2023	18.99 18.99 50.00
Total for Check Number 47575:				87.98
47576	2233 20071	NEXCom Networks WATER TREATMENT PLANT	06/16/2023	1,315.52
Total for Check Number 47576:				1,315.52
47577	2775 0161193	OREGON CORRECTIONS ENTERPRISE STREETS	06/16/2023	111.00
Total for Check Number 47577:				111.00
47578	1228	OREGON DEPT OF JUSTICE PR Batch 00001.06.2023 Child Support	06/16/2023 PR Batch 00001.06.2023 Chil	225.00
Total for Check Number 47578:				225.00
47579	1147 May 2023 May 2023 May 2023 May 2023 May 2023 May 2023 May 2023 May 2023 May 2023 May 2023 May 2023 May 2023 May 2023	PACIFIC POWER & LIGHT ELECTRIC - PUB WORKS ELECTRIC - SPRINGBROOK ELECTRIC - PUB BLDGS ELECTRIC - AIRPORT ELECTRIC - WATER PLANT ELECTRIC - WWTP ELECTRIC - PARKS ELECTRIC - POOL ELECTRIC - SEWER MT ELECTRIC - LIBRARY ELECTRIC - COMM CTR ELECTRIC - FIRE STREET LIGHTS	06/16/2023	79.17 159.17 606.42 279.62 4,891.13 10,931.95 1,142.27 831.61 297.25 235.66 116.98 666.08 1,579.21
Total for Check Number 47579:				21,816.52
47580	2126 71146	QUALITY CONTROL SERVICES WASTE WATER TREATMENT PLANT	06/16/2023	1,695.00
Total for Check Number 47580:				1,695.00
47581	9470 23-067 23-067	ROSEBURG URBAN SANITARY AUTH WASTE WATER TREATMENT WATER TREATMENT	06/16/2023	150.00 150.00
Total for Check Number 47581:				300.00
47582	3405 657261	SAN DIEGO POLICE EQUIPMENT CO POLICE	06/16/2023	410.82
Total for Check Number 47582:				410.82
47583	2305 INV-013475	SPRINGBROOK HOLDING COMPANY J OPERATING SUPPLIES - WATER MT	06/16/2023 Online Bill Pay	312.06

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	INV-013475	OPERATING SUPPLIES - STREETS	Online Bill Pay	22.29
	INV-013475	OPERATING SUPPLIES - SEWER MT	Online Bill Pay	408.65
Total for Check Number 47583:				743.00
47584	1276 MAY 2023	SUNRISE ENTERPRISES of ROSEBURG CONTRACTUAL SERVICES - PUB BLD	06/16/2023	1,203.37
Total for Check Number 47584:				1,203.37
47585	1238 060010	TRAFFIC SAFETY SUPPLY SUPPORT SERVICES	06/16/2023	126.87
Total for Check Number 47585:				126.87
47586	1197 21709	TUNE UP CENTER STREETS	06/16/2023	326.01
Total for Check Number 47586:				326.01
47587	1220	U S NATIONAL BANK PR Batch 00001.06.2023 Police Union Dues	06/16/2023 PR Batch 00001.06.2023 Poli	200.00
Total for Check Number 47587:				200.00
47588	1200 M070792 M070833 M070835	UMPQUA RESEARCH COMPANY WASTE WATER TREATMENT PLANT WASTE WATER TREATMENT PLANT WATER TREATMENT PLANT	06/16/2023	55.80 55.80 96.00
Total for Check Number 47588:				207.60
47589	4598 1037553	UMPQUA VALLEY TRACTOR PARKS	06/16/2023	25.11
Total for Check Number 47589:				25.11
47590	8432 1292	UNDERGROUND TECH INC SEWER MAINT	06/16/2023	21,405.00
Total for Check Number 47590:				21,405.00
47591	4532 3556C76432 3556C77102	XYLEM WATER SOLUTIONS USA INC, WASTE WATER TREATMENT WASTE WATER TREATMENT	06/16/2023	2,026.80 5,560.70
Total for Check Number 47591:				7,587.50
47592	1687 031677 080187	ZIPLY FIBER springbrook fire	06/16/2023	21.50 14.26
Total for Check Number 47592:				35.76
88861623	RV385 8886162023	FIREFLY RESERVATIONS RV PARK	06/16/2023	385.00
Total for Check Number 88861623:				385.00
95061523	050S 95061523 95061523 95061523	UMPQUA BANK-EFTPS (STATE) STATE WH TAXES STATE TRANSIT TAXES OREGON PAID LEAVE	06/16/2023	3,586.90 54.22 542.09

Check No	Vendor No	Vendor Name	Check Date	Check Amount
Invoice No	Description	Reference		
Total for Check Number 95061523:				4,183.21
95061623	050S	UMPQUA BANK-EFTPS (STATE)	06/16/2023	
	99962123	STATE WH TAXES		1,109.53
Total for Check Number 95061623:				1,109.53
Total for 6/16/2023:				88,276.10
888623	2273	LOWE'S BUSINESS ACCOUNT	06/20/2023	
	8886202023	PUBLIC BUILDINGS		405.70
Total for Check Number 888623:				405.70
88862023	2855	BMS TECHNOLOGIES	06/20/2023	
	JUNE 2023	POSTAGE & ENVELOPES - STREETS		25.37
	JUNE 2023	POSTAGE & ENVELOPES - WATER MT		355.19
	JUNE 2023	POSTAGE & ENVELOPES - SEWER MT		465.14
Total for Check Number 88862023:				845.70
Total for 6/20/2023:				1,251.40
88862623	1097	AT&T MOBILITY	06/26/2023	
	112023	POLICE		344.29
	112023	WASTE WATER TREATMENT PLANT		37.30
	112023	PUBLIC WORKS		37.30
Total for Check Number 88862623:				418.89
Total for 6/26/2023:				418.89
88862723	1543	ELAN FINANCIAL SERVICES	06/27/2023	
	88862823	WASTE WATER TREATMENT PLANT		792.98
	88862823	SUPPORT SERVICES		297.09
	88862823	PARKS		84.98
	88862823	POLICE		200.00
	88862823	WASTE WATER TREATMENT PLANT		954.49
	88862823	SUPPORT SERVICES		1,491.20
	88862823	RV PARK		206.44
	88862823	POOL		760.22
	88862823	WASTE WATER TREATMENT PLANT		79.99
	88862823	WASTE WATER TREATMENT PLANT		45.98
	88862823	SUPPORT SERVICES		232.00
	88862823	SUPPORT SERVICES		15.95
	88862823	SUPPORT SERVICES		17.78
	88862823	RV DEVELOPMENT		67.92
	88862823	POLICE		74.75
	88862823	PARKS		10.00
	88862823	POLICE		273.56
	88862823	POOL		142.71
	88862823	SUPPORT SERVICES		113.89
Total for Check Number 88862723:				5,861.93

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for 6/27/2023:				5,861.93
8886023	2273	LOWE'S BUSINESS ACCOUNT	06/28/2023	
	88862823	POOL		506.59
	88862823	PUBLIC BUILDINGS		10.91
Total for Check Number 8886023:				517.50
88862823	4529	HRA VEBA TRUST	06/28/2023	
	131037			3,825.00
Total for Check Number 88862823:				3,825.00
Total for 6/28/2023:				4,342.50
47648	4561	ADVANTAGE SECURITY LLC	06/30/2023	
	7790273	WATER TREATMENT PLANT		44.05
	7790273	WASTE WATER TREATMENT PLANT		44.05
Total for Check Number 47648:				88.10
47649	3030	AQUA PRODUCTS K.C	06/30/2023	
	29877	POOL		218.81
Total for Check Number 47649:				218.81
47650	6700	ATLAS COPCO COMPRESSORS LLC	06/30/2023	
	1123065940	WTP		5,091.05
Total for Check Number 47650:				5,091.05
47651	8555	BIG GAME INK	06/30/2023	
	3747	FIRE		688.00
Total for Check Number 47651:				688.00
47652	1818	C & S FIRE SAFE SERVICES	06/30/2023	
	12468627	FIRE		39.25
	12468895	PUBLIC BUILDINGS		1,173.00
Total for Check Number 47652:				1,212.25
47653	1315	CASCADE FIRE EQUIPMENT CO	06/30/2023	
	4015	FIRE		1,522.00
Total for Check Number 47653:				1,522.00
47654	099C	CITY OF MC - PETTY CASH	06/30/2023	
	32923	COURT		25.94
	32923	COURT		36.99
	4423	SUPPORT SERVICES		6.00
	52723	POLICE		20.00
	5423	POLICE		10.00
	6123	AIRPORT		11.52
	6723	RV PARK		11.44
Total for Check Number 47654:				121.89
47655	099W	CITY OF MC - WATER BILLS	06/30/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	MAY 2023	FIRE		134.23
	MAY 2023	SEWER		129.27
	MAY 2023	PARKS		1,230.54
	MAY 2023	COMMUNITY CENTER		129.76
	MAY 2023	CITY SHOPS		124.00
	MAY 2023	PUBLIC BUILDINGS		248.00
	MAY 2023	POOL		75.44
	MAY 2023	LIBRARY		129.05
			Total for Check Number 47655:	2,200.29
47656	2164 GC0011109	CODE PUBLISHING, INC SUPPORT SERVICES	06/30/2023	164.50
			Total for Check Number 47656:	164.50
47658	7980 IN3512655 IN3512655 IN3512655 IN3512655 IN3512655 IN3512655 IN3512655	CTX - Copytronix - A Xerox Company PW WM SS Park Dev Court PB Pool	06/30/2023	1.75 1.98 75.30 1.28 2.98 15.42 17.34
			Total for Check Number 47658:	116.05
47659	1442 231535	DOUGLAS EDUCATION SERVICE DIST SUPPORT SERVICES	06/30/2023	188.49
			Total for Check Number 47659:	188.49
47661	1103	EBS TRUST PR Batch 00002.06.2023 Dental Insurance PR Batch 00002.06.2023 Medical/Vision Insuranc PR Batch 00002.06.2023 Medical/Vision Premi PR Batch 00002.06.2023 Dental Premium 5%	06/30/2023 PR Batch 00002.06.2023 Den PR Batch 00002.06.2023 Mec PR Batch 00002.06.2023 Mec PR Batch 00002.06.2023 Den	2,245.58 29,967.21 1,577.18 118.06
			Total for Check Number 47661:	33,908.03
47664	UB*00325	FAMILY FELLOWSHIP Refund Check 004019-000, 330 NW SECOND / Refund Check 004019-000, 330 NW SECOND / Refund Check 004019-000, 330 NW SECOND /	06/30/2023	52.01 68.01 4.00
			Total for Check Number 47664:	124.02
47665	2073 6923	GOSSELIN CONSTRUCTION STREETS	06/30/2023	4,731.00
			Total for Check Number 47665:	4,731.00
47666	5701 CL81092 CL81092 CL81092 CL81092	HAYS OIL COMPANY FIRE SEWER TREATMENT PARKS PUBLIC WORKS	06/30/2023	212.28 84.22 179.40 350.31
			Total for Check Number 47666:	826.21
47667	6590 749602306	HOME DEPOT PRO formerly Supply Wor PUBLIC BUILDINGS	06/30/2023	57.96

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47667:				57.96
47668	4558	I.B.E.W. LOCAL UNION 659	06/30/2023	
		PR Batch 00002.06.2023 Union Dues	PR Batch 00002.06.2023 Union Dues	36.21
		PR Batch 00002.06.2023 Union Dues	PR Batch 00002.06.2023 Union Dues	283.83
Total for Check Number 47668:				320.04
47669	4543	ICONIX WATERWORKS (US) INC.	06/30/2023	
	U2316024461	PARKS		318.62
	U2316025709	PARKS		204.37
Total for Check Number 47669:				522.99
47670	1110	LEAGUE OF OREGON CITIES	06/30/2023	
	11856	POLICE		679.66
	2023-200324	SUPPORT SERVICES		3,506.00
Total for Check Number 47670:				4,185.66
47671	8855	MAX AARON LINCECUM	06/30/2023	
	2023	PUBLIC WORKS		127.97
Total for Check Number 47671:				127.97
47672	1407	M C VOLUNTEER FIRE DEPT	06/30/2023	
	2422	FIRE		23.97
	2423	FIRE		15.98
	2424	FIRE		1,875.00
	2425	FIRE		24.99
	2645	FIRE		484.02
	41323	FIRE		685.35
	62923	FIRE		101.74
Total for Check Number 47672:				3,211.05
47673	2400	M C-T C AREA CHAMBER OF COMMERCE	06/30/2023	
	Membership 2023	SS		75.00
Total for Check Number 47673:				75.00
47674	UB*00326	ESTATE OF VIRGINIA MALLORY	06/30/2023	
		Refund Check 001083-000, 175 SE WILDWOOD		84.92
		Refund Check 001083-000, 175 SE WILDWOOD		64.94
		Refund Check 001083-000, 175 SE WILDWOOD		5.00
Total for Check Number 47674:				154.86
47675	0712	MICHAEL ROKUS BUILDING & PLUMBING	06/30/2023	
	1580	PARKS		785.00
Total for Check Number 47675:				785.00
47676	1116	MYRTLE CREEK AUTO SUPPLY	06/30/2023	
	5972	POLICE		9.95
	6078	PUBLIC WORKS		3.36
Total for Check Number 47676:				13.31
47677	6852	OREGON BUSINESS FORMS, INC.	06/30/2023	
	73805	SUPPORT SERVICES		291.52

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 47677:	291.52
47678	1228	OREGON DEPT OF JUSTICE PR Batch 00002.06.2023 Child Support	06/30/2023 PR Batch 00002.06.2023 Chil	225.00
			Total for Check Number 47678:	225.00
47682	UB*00324	SHANNON SOLINGER Refund Check 005532-000, 149 NE JOHNSON Refund Check 005532-000, 149 NE JOHNSON Refund Check 005532-000, 149 NE JOHNSON	06/30/2023	21.56 1.49 25.31
			Total for Check Number 47682:	48.36
47685	1471 111755	TRAVEL INFORMATION COUNCIL SUPPORT SERVICES	06/30/2023	788.00
			Total for Check Number 47685:	788.00
47686	1220	U S NATIONAL BANK PR Batch 00002.06.2023 Police Union Dues	06/30/2023 PR Batch 00002.06.2023 Poli	200.00
			Total for Check Number 47686:	200.00
47687	1200 M070921 M070962	UMPQUA RESEARCH COMPANY WASTE WATER TREATMENT PLANT WASTE WATER TREATMENT PLANT	06/30/2023	55.80 148.00
			Total for Check Number 47687:	203.80
47688	1849 144834	UMPQUA SAND & GRAVEL PARK DEVELOPMENT	06/30/2023	90.19
			Total for Check Number 47688:	90.19
47689	4598 UVT-1038018	UMPQUA VALLEY TRACTOR PARKS	06/30/2023	110.50
			Total for Check Number 47689:	110.50
47690	7979 504210303 504210303	US BANK EQUIPMENT FINANCE FIRE SUPPORT SERVICES	06/30/2023	69.25 207.72
			Total for Check Number 47690:	276.97
47691	0205 0585654618	US CELLULAR SUPPORT SERVICES	06/30/2023	91.02
			Total for Check Number 47691:	91.02
47695	8040 62523	DANIEL WALTON PUBLIC WORKS	06/30/2023	143.99
			Total for Check Number 47695:	143.99
47697	4146 39851	WESTERN SYSTEMS SEWER MAINT	06/30/2023	1,143.73
			Total for Check Number 47697:	1,143.73
47698	4532	XYLEM WATER SOLUTIONS USA INC,	06/30/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	3556C77686	WASTE WATER TREATMENT PLANT		143.80
			Total for Check Number 47698:	143.80
47700	1687 051799	ZIPLY FIBER SUPPORT SERVICES	06/30/2023	91.59
			Total for Check Number 47700:	91.59
47701	5924 OR37250	COLE INDUSTRIAL, INC WWTP	06/30/2023	824.04
			Total for Check Number 47701:	824.04
47702	0409 8070719500	STAPLES SS	06/30/2023	36.10
			Total for Check Number 47702:	36.10
47703	1648 INV00050621	USA BLUE BOOK WWTP	06/30/2023	490.42
			Total for Check Number 47703:	490.42
47704	4045 9937177562	VERIZON WIRELESS Fire	06/30/2023	80.67
			Total for Check Number 47704:	80.67
8863023	8430 CL30954	SNIDER ENERGY / PACIFIC PRIDE POLICE	06/30/2023	604.59
			Total for Check Number 8863023:	604.59
88863023	050V JUNE 23 JUNE 23 JUNE 23 JUNE 23 JUNE 23 JUNE 23	UMPQUA BANK/VISA FEES COURT	06/30/2023	604.21 173.45 173.44 791.23 420.33 43.16
			Total for Check Number 88863023:	2,205.82
94163023	050F 94163023 94163023 94163023	UMPQUA BANK-EFTPS (FED) Medicare Taxes FICA Taxes Federal WH Taxes	06/30/2023	1,979.52 8,464.28 5,344.36
			Total for Check Number 94163023:	15,788.16
999619033	1195 619033 619033 619033 619033 619033 619033 619033 619033 619033 619033	STANDARD INSURANCE LIFE INSURANCE - PUB BLDGS LIFE INSURANCE - WATER PLANT LIFE INSURANCE - FIRE LIFE INSURANCE - COURT LIFE INSURANCE - STREETS LIFE INSURANCE - WATER MT LIFE INSURANCE - PARKS LIFE INSURANCE - WWTP LIFE INSURANCE - POLICE LIFE INSURANCE - SUPP SVCS	06/30/2023	4.60 18.42 236.52 9.20 9.20 19.92 13.78 18.33 81.52 27.57

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	619033	LIFE INSURANCE - SEWER MT		16.84
			Total for Check Number 999619033:	455.90
			Total for 6/30/2023:	84,988.70
			Report Total (179 checks):	537,980.39



Community Development Department Monthly Report

July 18, 2023

January General Planning Statistics:

1 Fence Permit

2 Planning Clearances

Solar installation

Remodel

Significant Planning Activities:

Derelict Hospital Building

Owner did not make payment within the required time period. We have completed the lien and recorded it with the County Clerks Office. There is nothing else at this time that the City needs to do.

Klimback Ln. Sub-Division

Pacific Power has completed their engineering plan for the power build out and are in the scheduling phase to complete construction of the power build out in the subdivision. The contractor is starting storm water upgrades along Klimback.

Tessia's Hill Estates Sub-Division

Knife River continues to make significant progress on the excavation work for the new sub-division. Phase 1 of the stormwater connection is complete. Phase 2 will be put in when the streets are put in. They excavated to rough in the street and cul-de-sac. Sewer line work will be starting next week. They are continuing with cut and fill of the property.



City of Myrtle Creek
 207 NW Pleasant, P.O. Box 940, Myrtle Creek, OR 97457
 Phone 541-863-3171, Fax 541-863-6851

FINANCIAL REPORT

2022-2023 Balances as of 06/30/2023 - 100% of Fiscal Year

Comparison - Actual to Budgeted

		Carryover 7/1/2022	Add Revenues	Total Revenue & Carryover	Minus Expenses		
						%	%
BUDGETED AMOUNT	FUND	ESTIMATED CARRYOVER	REVENUE	YR TO DATE REVENUES	YR TO DATE EXPENSES	Revenue	Expend
4,160,995	100 GENERAL FUND	1,409,490	4,193,999	5,603,489	4,194,024	134.7%	100.8%
2,064,985	200 SEWER FUND	339,728	2,191,078	2,530,806	2,189,770	122.6%	106.0%
2,286,871	210 SEWER CONSTRUCTION	2,094,635	2,208,817	4,303,452	951,296	188.2%	41.6%
1,852,049	250 WATER FUND	564,484	1,848,360	2,412,844	1,847,124	130.3%	99.7%
2,287,672	260 WATER CONSTRUCTION	2,085,158	2,316,452	4,401,610	26,317	192.4%	1.2%
113,559	280 AIRPORT FUND	85,309	101,213	186,522	101,213	164.3%	89.1%
1,381,809	300 STREET FUND	879,539	1,250,766	2,130,305	1,250,690	154.2%	90.5%
45,160	330 STORMWATER FUND	30,060	45,377	75,437	111	167.0%	0.2%
1,247,600	430 WWTP REPAYMENT	253,967	1,404,842	1,658,809	1,246,214	133.0%	99.9%
555,190	450 WTP REPAYMENT	246,415	561,322	807,737	561,322	145.5%	101.1%
379,481	500 PARK DEVELOPMENT	333,281	399,386	732,667	399,386	193.1%	105.2%
118,500	550 RV PARK	0	92,210	92,210	92,210	77.8%	77.8%
1,114,672	580 CAPITAL PROJECTS	914,132	1,182,934	2,097,066	1,182,934	188.1%	106.1%
17,608,543	TOTALS	9,236,198	17,796,755	27,032,953	14,042,612	153.5%	79.7%

This chart shows our revenue and expenses for the month of June. As you might notice the revenue amounts have gone way up, this is because we have transferred all available funds from End fund balance into networking capitol which makes it appear as revenue.

Lesley Hiscocks, Finance Officer



CITY OF MYRTLE CREEK POLICE DEPARTMENT

P.O. BOX 940 / 215 NW PLEASANT ST
MYRTLE CREEK, OR 97457
BUSINESS: 541-863-5222 FAX: 541-863-6690

JUNE 2023 REPORT

Rodeo

The police department led the parade for the South Douglas Rodeo and also provided security at the event. The rodeo drew large crowds each day with no issues that law enforcement had to address during the two-day event.

Training

Officers did the third and final phase of the pursuit and high-risk traffic stop training at the fairgrounds. Officers were engaged in mock vehicle pursuits where spike strips were deployed, and high-risk traffic stops were performed. This is very important training for officers to do periodically as this is something officers are not being tasked with every day but do get involved in these situations a few times each year.

Community Event

The police department participated in the community event near the library that was sponsored by ADAPT. Officer Michael Oneslager put on a bike rodeo for the kids at the event. The kids were able to go through a course on their bikes learning how to hand signal, properly stop, and look both ways before proceeding. After the course, kids were given stickers and safety pamphlets on how to properly fit a bicycle helmet. Officer Oneslager did an outstanding job organizing the bike rodeo. Below is a picture of Officer Oneslager at the bike event.



Calls for Service

Officers from the Myrtle Creek Police Department responded to 235 calls for service and made 24 arrests during June of 2023.

Respectfully submitted,

Chief Jonathan Brewster
Myrtle Creek Police

2023 MCFD Call Responses

Call Type	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
MVA-Non Injury	3	1	1	2	2	2							11
MVA - UTL			1			1							2
MVA - Injury				2	1	1							4
MVA - Fatal	1	1											2
MVA - Cancelled	1	1	3	4	2								11
Medical Aid	5	7	3	6	11	6							38
Medical Aid - Cancelled	1	1	1										3
Public Assist				1		1							2
Public Assist-Lift Assist	9	7	10	10	4	10							50
Public Safety	1	2	2	1	1								7
Unattended Death	1			1									2
Fire/Carb Alarm	1			1		1							3
False Alarm Activation	1												1
Alarm Testing					1								1
Flue Fire	1												1
Fire - Vehicle				1	1	1							3
Fire				1		1							2
Fire - Illegal Burn		1		2	4	2							9
Fire - Controlled Burn		2			3	1							6
Fire - UTL	1	1	1	1	3	6							13
Fire-Nat Cover			1			2							3
Fire - Cancelled			1	2		2							5
Structure Fire	2	4	1	2	1	3							13
Structure Fire - Cancelled	2	2	4		2	2							12
Structure Fire -Commercial	2	2		1		1							6
Over Bank Rescue													0
Water Rescue													0
Water/Over Bank-Cancelled	1												1
TOTAL	33	32	29	38	36	43	0	0	0	0	0	0	211

Public Works and Parks

July 18, 2023 Activities Report

- Streets
 - 15 Utility Locates in the month of June
 - Weekly downtown garbage collection
 - Regular street sweeping
 - Continued weekly street maintenance focusing on pothole repairs
 - Vegetation removal in Right of ways
- Sewer
 - Weekly lift station maintenance
 - Underground Tech continued Manhole maintenance to address the City's I&I
 - Right-of-way Mowing and Clearing
- Water
 - 22 delinquent water turnoffs in June
 - Monthly meter reads
 - 4 service line repair
 - 214 Sandy Terrace
 - Leon Ct
 - 206 Division St
 - 450 SW Hurst St
- Parks and Public Building Department
 - Monthly park maintenance
 - Finished irrigation work for the food truck court seating area
 - Conducted backflow inspections at City owned properties
 - Daily chemical check at the pool
- Water Treatment
 - South Umpqua River Plant produced 27.414 (MG) - 30 days of operation
 - Continue to run at a production rate of 900 GPM

- Wastewater Treatment
 - Total effluent flow to the South Umpqua River = 0 M.G.
 - Total Effluent flow to the M.C. Golf Course = 16.272 M.G.
 - Myrtle Creek influent flow = 7.071 M.G.
 - Tri-City Influent Flow = 8.163 M.G.
 - Total Effluent = 16.272 M.G.

Myrtle Creek - City Council Agenda Report

Agenda item: RV On Street Parking

Meeting Date:	July 18, 2023	Primary Staff Contact:	Lonnie Rainville
Department:	Police	E-Mail:	lrainville@myrtlecreek.org
Secondary Dept.:		Secondary Contact:	

Issue before the Council:

How to address RV on street parking for extended periods of time.

Staff Recommendation:

It is the staff's recommendation to proactively address the RVs that are parked along roadways for extended periods of time.

Background:

There has been discussion about the number of RV's that are parked along city streets that appear to have been parked for an extended period of time. In the past, these RV's have been addressed only when there is a complaint filed. The discussion with council will be to get direction on taking a more proactive approach to addressing RV's that have been parked on city rights-of-way for an extended period of time.

Fiscal Impact:

No cost at this time.

Council Options:

City Council can support staff in taking a more proactive approach to addressing RVs parked along rights-of way within the city.

City Council can direct staff to continue to address RVs based on community complaint.

Potential Motion:

NA

Myrtle Creek - City Council Agenda Report

Agenda item: Modified Cash Accounting

Meeting Date:	July 18, 2023	Primary Staff Contact:	Lonnie Rainville
Department:	Finance	E-Mail:	lrainville@myrtlecreek.org
Secondary Dept.:		Secondary Contact:	

Issue before the Council:

Approval to move to Modified Cash form of Accounting.

Staff Recommendation:

It is the recommendation of staff to move to a Modified Cash form of Accounting from Modified Accrual.

Background:

See attached report from the City Finance

Fiscal Impact:

Undetermined cost saving

Council Options:

City Council can approve to move to modified cash form of accounting.

City Council can take no action resulting in the city continuing to use the Modified Accrual form of accounting.

Potential Motion:

I make the motion to approve the city to move from a modified accrual basis of accounting to modified cash accounting.



CITY OF MYRTLE CREEK

P.O. BOX 940, 207 NW PLEASANT ST., MYRTLE CREEK OR 97457

(541) 863-3171 FAX (541) 863-6851

www.cityofmyrtlecreek.com

Honorable Mayor and City Council,

The Government Accounting Standard Board (GASB) has issued a new standard for accounting practices for entities that use an accrual-based accounting system. The new standard will require all subscription-based IT products to be compiled and their value measured for the subscription term. Amortization of the subscription's liability would then have to be reported during each fiscal year. The City of Myrtle Creek currently uses an accrual-based accounting system.

We have met with our auditing team at Umpqua Valley Financial to review what this process will look like for the City of Myrtle Creek and for their recommendations for moving forward. The recommendation from Umpqua Valley Financial is for the City to move to a modified cash-based accounting system to avoid the new requirements.

Before we make a decision on switching our accounting practices, the auditor suggested that we reach out to a company called Debtbook that compiles the information required by GASB 96 and review with them what the new requirements for accrual-based accounting would be for the City if we were to remain with our current accounting system. During our meeting with Debtbook we were informed that the cost of their services would run a minimum of \$10,000. Our audit team would also require more time to compile and review the information provided to them by Debtbook, which would increase our audit costs.

We did speak with Umpqua Valley Financial about what it would look like for the City if we switched to a modified cash-based accounting system. They informed us that they do work with other cities who use this accounting system and there have not been any issues. We also reached out to Business Oregon to verify that the City's ability to receive a loan, if needed, would not be affected negatively if we were to switch to a modified cash-based accounting system. Business Oregon could not see any reason that future loans would be affected by switching the accounting system used.

The options presented include staying with the accrual-based accounting system that the City currently uses and either contracting with Debtbook to compile the data needed or uses staff resources to compile the information in house, or to switch the City accounting to a modified cash-based accounting system. If the City were to stay with the accrual-based accounting system, there would additional costs to the City both from Debtbook and from the auditing process.

From the information gathered and the time spent speaking with the auditor I feel confident in following Umpqua Valley Financials' recommendation to move the City to a modified cash-based accounting system. This option will save a substantial amount of money and staff time. I believe that with working with the auditor and staff we can make this a seamless change.

Respectfully submitted,

A handwritten signature in dark ink, reading "Lesley Hiscocks". The signature is written in a cursive style with a large, looped initial "L".

Lesley Hiscocks
Finance Officer

Myrtle Creek - City Council Agenda Report

Agenda item: Memorial Items in Parks

Meeting Date:	July 18, 2023	Primary Staff Contact:	Lonnie Rainville
Department:	Parks	E-Mail:	lrainville@myrtlecreek.org
Secondary Dept.:		Secondary Contact:	

Issue before the Council:

Approval of policy to allow donated memorial items to be placed in City parks.

Staff Recommendation:

It is city staff's recommendation to approve the attached policy, exhibit A, a policy allowing for the placement of donated memorial items in City parks.

Background:

At the May 9, 2023, Parks Commission meeting it was discussed to potentially change the city policy that allow donated memorial items in City parks. At the June 13, 2023, Parks Commission meeting staff presented a draft of a potential policy for donated memorial items for the Commission to review. At the July 11, 2023, Parks Commission meeting the policy was discussed and approved to move to City Council with the recommendation for the policy to be approved.

Fiscal Impact:

No cost

Council Options:

City Council can approve the policy as drafted.

City Council can approve the policy with edits.

City Council can take no action resulting in the policy not being changed and continue to not allow in memorials in parks.

Potential Motion:

I make the motion to allow donated memorial items to be placed in city parks in accordance with the presented policy.



City of Myrtle Creek

207 NW Pleasant St, PO Box 940, Myrtle Creek OR 97457

Phone: (541)-863-3171 ext. 242

Placement of Donated Items/Memorials on City Property Policy

Summary:

This policy shall outline the procedure for donated items and memorial to be placed on City owned property. The policy shall also outline the responsibilities, obligations and responsibilities the City will have regarding donated property and memorials.

City Consideration or request:

The city will consider on a case-by-case basis requests from a person or group to place a donated item on city property. Donated property will only be considered if the approved procedure is followed, and the donated property meets the standards for construction or species in the case of tree or shrub.

Benches shall be made of wood and shall be contoured or flat style pedestal outdoor bench. Alternative bench material may be approved on a case-by-case basis by the city parks commission.

Trees or shrubs to be planted in City facilities must be approved by the Parks and Building Coordinator as well as the Parks Commission. Trees or shrubs must fit in with the existing landscape scheme of facilities.

Other decorative art features or equipment may also be considered on a case-by-case basis and must be approved by the Parks Commission.

Plaques may be placed with the donated items and not as a free stand-alone feature. Plaques set in a feature may be no larger than 8 ½ x 11 inches. Plaques affixed to benches may not exceed 2 ½ x 6 inches. Plaque design must be approved by the Parks commission.

No Guarantee of Approval:

Consideration of an application by the City does not guarantee approval. The City reserves the right to approve or deny any application for placement of donated items.

Additional Agency Approval:

The Parks Commission and City Administrator will determine any additional agencies, if any must review an application grant approval for placement of items.

Disposition of Donated Items:

The Parks Commission shall determine the useful life of a donated item and shall determine the disposition of the items if the item is damaged or reaches its end of life span.

No Guarantee or Obligation:

The City cannot guarantee the security of items donated and placed on public property. Placement on public property does not obligate the City to repair or replace items.

Removal of Items:

The Parks Commission or City Council has the authority to approve the permanent removal of donated items. The City Administration has the authority to temporarily remove donated items.

Donor repair or Replacement of Items:

If the City elects to not repair or replace damaged items, the City may attempt to contact the original donor to be given the opportunity to repair or remove the item. Repair or replacement of an items does not obligate the city to placement of an item.

Damaged items:

Damaged items which are not repaired, replaced or recovered by donors within the determined time period given by the City Administrator may be discarded at the discretion of the Parks Commission.

Procedures:

- Application for Placement of Donate Item on Public Property is completed and submitted to the City Administrator.
- City Administrator reviews for completeness
- City Administrator discusses application with Parks and Buildings Coordinator to get sign off on donated item and location of placement.
- Application is presented to the Parks Commission at the next regularly scheduled Parks Commission meeting.
- If the Parks Commission approves any other agencies identified as needing to give approval will be sent application materials with request for approval.
- If all outside agencies, if any, approve the application the Parks and Buildings Coordinator will be notified to work with the donor on obtaining the donating item and placing it in the approved location.
- All information pertaining to the donated item will be retained by the Parks and Building Coordinator with copies given to the City Recorder.

Myrtle Creek - City Council Agenda Report

Agenda item: Evergreen Park Tennis and Pickleball Pavilion

Meeting Date:	July 18, 2023	Primary Staff Contact:	Lonnie Rainville
Department:	Parks	E-Mail:	lrainville@myrtlecreek.org
Secondary Dept.:		Secondary Contact:	

Issue before the Council:

Approval of concept and to begin design and cost analysis for Evergreen Park tennis and pickleball pavilion.

Staff Recommendation:

Staff recommends the approval of the concept to construct a pavilion to cover the tennis and pickleball court(s) at evergreen park and to begin design work, develop project cost, and identify potential funding which would include City funds as well as potential grants.

Background:

At the June 13, 2023 Parks Commission meeting Commissioner Linda Connell brought forward the concept of constructing a cover over the Evergreen Park tennis and pickleball courts. This would allow for year-round play on the court(s). The Commission approved to move the concept of the pavilion to City Council with the recommendation to approve design and cost analysis for the building and to begin looking for potential grant funding to assist with construction costs.

Fiscal Impact:

None for this phase of the project.

Council Options:

The council can approve to move forward with design and cost development for a tennis and pickleball court pavilion to be constructed at Evergreen Park.

The council can take no action and the project will not move forward.

Potential Motion:

I make the motion to approve the initial concept of the Evergreen Park tennis and pickleball court(s) pavilion and allow city staff and the Park Commission to begin design work and develop cost estimates for the project.

Myrtle Creek - City Council Agenda Report

Agenda item: Millsite Park Nature Trail

Meeting Date:	July 18, 2023	Primary Staff Contact:	Lonnie Rainville
Department:	Parks	E-Mail:	lrainville@myrtlecreek.org
Secondary Dept.:		Secondary Contact:	

Issue before the Council:

Approval of concept and to begin design and cost analysis for Millsite Park walking paths.

Staff Recommendation:

Staff recommends the approval of the concept to expand the Millsite Park walking paths and allow staff to begin design work and develop project cost and identify potential funding which would include City funds as well as potential grants.

Background:

There is currently a .7 mile trail that runs along the perimeter of Millsite field. City Parks staff have been removing blackberries along the bank west of the RV Park and have opened up areas that would allow for the expansion of pedestrian trails along Myrtle Creek. The trail would cross under the railroad tracks at the south end of the disc golf course and parallel the South Umpqua River to the bridge entering town. It would then circle back, cross back under the railroad tracks on the north end of the disc golf course, and then connect back into the existing trail. This would add approximately half a mile of new trail. Attachment A is an aerial map depicting the existing trail and the potential new trail.

The proposal was presented to the Parks Commission on June 13, 2023. The Commission voted to move the issue to City Council with the recommendation for Council to approve moving the project forward.

Fiscal Impact:

Engineering costs estimated at no more than \$5,000.

Council Options:

Council can approve to move forward with design and cost development for the new Millsite Park walking paths.

Council can take no action and the project will not move forward.

Potential Motion:

I make the motion to approve the initial concept of the Millsite Park walking path expansion project and allow city staff to begin design work and develop cost estimates for the project.

Millsite Park Public Trail Expansion Concept

