



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

**AGENDA PACKET 03/19/2024**

*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, March 19, 2024, 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. Citizens Heard on Non-Agenda Items**
- 5. 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**

- 5.1 Approval of minutes of the Regular City Council Meeting for March 5, 2024

**Consent Agenda Part 2 – Requires a motion**

5.2 Acknowledge receipt of Payroll & Claims Report for February 2024

**6. Department Reports**

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

6.1 Planning/Community Development Report

6.2 Finance Officer Report

6.3 Police Department Report

6.4 Fire Department Report

6.5 Public Works Report

**7. 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.*

7.1 Advisory Board Animal Code Review

7.2 “If I Were Mayor” Poster Winner Announced

7.3 Request from Myrtle Creek Lion Club for donation to Hanging Flower Basket Project

**8. City Administrator Report**

**9. Mayor and Councilor – Committee Reports and Councilor Comments**

**10. 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:** March 5, 2024

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

**PRESIDING OFFICER:** Mayor Matthew Hald

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

**COUNCILORS ABSENT:**

A quorum was present throughout the meeting.

**STAFF IN ATTENDANCE:** City Administrator Lonnie Rainville, City Recorder Joanna Bilbrey

**CALL TO ORDER:** Mayor Matthew Hald called the March 5, 2024 meeting to order at  
5:30 PM

### PUBLIC PRESENTATION

Paul Hillyer – South Umpqua School District  
Not present

### CITIZEN COMMENT ON NON-AGENDA ITEM

Cathey Wragg -  
Mentioned she is grateful to have the public quarterly meetings. Asked about starting a volunteer beautification committee for downtown.

### CONSENT AGENDA

#### Part 1

Motion was made by Councilor Chaney and seconded by Councilor Larson to approve the Meeting Minutes for February 20, 2024, with corrections as noted. Discussion: none followed  
Vote: Motion passed unanimously.

### RESOLUTIONS

#### Resolution 24-05 – Number correction

City Recorder Joanna Bilbrey shared that this resolution was adopted with the number 24-04, which had previously been assigned. This resolution is just a number correction and no wording has been changed.

Motion was made by Councilor Larson to approve the change and approve Resolution 24-05 – A Resolution to approve a supplemental budget to adjust the water Construction Budget within the 2023-2024 Fiscal Budget. Motion was seconded by Councilor Burnett. Discussion: none  
Vote: Motion passed unanimously.

**Resolution 24-06** – A Resolution Authorizing the City of Myrtle Creek to Apply for a Local Government Grant from the Oregon Parks and Recreation Department for the Construction of a Pavilion and Delegating Authority to the City Administrator to Sign the Application.

City Recorder Joanna Bilbrey shared that the Local Government Grant application requires a Resolution to be passed by City Council authorizing the City to apply for the grant. Today's motion is only to apply for the grant, not to move forward with the project.

Motion was made by Councilor Larson to approve Resolution 24-06 – A resolution authorizing the City of Myrtle Creek to apply for a Local Government Grant from the Oregon Parks and Recreation Department for the construction of a park pavilion and delegating authority to the City Administrator to sign the application. Motion was seconded by Councilor Burnett. Discussion: none  
Vote: Motion passed unanimously.

**Resolution 24-07** – A Resolution Declaring City Owned Vehicle Surplus and Disposing of Same. City Recorder Joanna Bilbrey shared that the Myrtle Creek Fire Department has a 1981 Ford Pickup that they no longer have use for. A newly forming fire district has expressed interest in purchasing this vehicle.

Motion was made by Councilor Larson to approve Resolution 24-07 – A Resolution Declaring City Owned Vehicle Surplus and Disposing of Same. Motion was seconded by Councilor Harris. Discussion: none  
Vote: Motion passed unanimously.

## **REGULAR AGENDA**

### **Planning Commission Application**

Planning Commission application received from Cathey Wragg.

Motion was made by Councilor Harris to appoint Cathey Wragg to the Myrtle Creek Planning Commission. Motion was seconded by Councilor Larson. Discussion: none  
Vote: Motion passed unanimously.

### **2024 Council Goals**

Council was presented with four edits of the proposed 2024 Council Goals. The edits were made through suggestions from councilors.

Motion was made by Councilor Dillon to accept Edit #1 of the 2024 Council Goals. Motion was seconded by Councilor Chaney. Discussion: none  
Vote: Motion passed unanimously.

### **New Ordinance Discussion**

Councilor Dillon shared about the recent issues presented to City Council regarding animal nuisances and cruelty and the need to possibly make revisions to the Myrtle Creek Municipal Code.

It was determined that the way to do this would be to form a task force to review the current code, work with legal, and create suggested edits to the code.

Motion was made by Councilor Dillon to create an advisory board to review Myrtle Creek Municipal Code on animal cruelty. Councilor Larson seconded the motion. Discussion: none followed  
Vote: Motion passed unanimously.

Councilor Larson and Councilor Dillon were appointed to the newly formed task force.

### **CITY ADMINISTRATOR REPORT**

City Administrator Lonnie Rainville shared that the final touches are being made on the proposed budget. The first meeting of the budget committee will be a training session on April 8, 2024. The CIS Annual conference was attended by the City Administrator, Finance Officer, and City Recorder. During the CIS annual report we were informed that there will be a 16.9% increase in insurance rates. The City Administrator and Mayor attended a small session meeting with Senator Merkley. During the meeting the City Administrator requested continued support for our infrastructure. Our bill is going to be reviewed in the next couple weeks. Included in this bill is a \$3.4 million dollar request for water line improvements and adding a third pod at the water plant. The City currently has two bills in progress, one on the state level and one on the federal level. The City of Myrtle Creek was not selected for the park trails grant.

### **MAYOR AND COUNCILOR – COMMITTEE REPORTS AND COUNCILOR COMMENTS**

No updates made.

### **ADJOURNMENT**

Mayor Matthew Hald adjourned the regular meeting of the City Council for March 5, 2024 at 6:27 P.M.

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Matthew Hald, Mayor

Attest:

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Joanna Bilbrey  
City Recorder

**CITY OF MYRTLE CREEK  
PAYROLL AND CLAIMS  
FEBRUARY ~~ 2024**

<b>FUND #</b>	<b>FUND DESCRIPTION</b>	<b>BILLS</b>	<b>P/R</b>	<b>TOTAL</b>
100	GENERAL FUND	185,448.68	16,697.05	<b>202,145.73</b>
200	SEWER FUND	32,737.21	32,121.81	<b>64,859.02</b>
210	SEWER CONSTRUCTION	1,876.50	-	<b>1,876.50</b>
250	WATER FUND	30,404.17	28,097.25	<b>58,501.42</b>
255	METER DEPOSITS	-	-	-
260	WATER CONSTRUCTION	-	-	-
280	AIRPORT FUND	824.45	-	<b>824.45</b>
300	STREET FUND	4,799.26	8,911.30	<b>13,710.56</b>
420	SEWER EFFLUENT LOAN	-	-	-
430	WWTP REPAY FUND	-	-	-
450	WTP E RES DEBT FUND	-	-	-
500	PARK DEVELOPMENT	500.00	-	<b>500.00</b>
550	RV PARK	1,859.48	-	<b>1,859.48</b>
580	CAPITAL PROJECTS FUND	-	-	-
	<b>TOTAL ALL FUNDS</b>	<b>258,449.75</b>	<b>85,827.41</b>	<b>344,277.16</b>

# Accounts Payable

## Checks by Date - Detail by Check Date

User: lhiscocks  
Printed: 3/6/2024 8:29 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
48391	8677 1	ADAPT Police	02/02/2024	5,000.00
Total for Check Number 48391:				5,000.00
48392	1315 9655	CASCADE FIRE EQUIPMENT CO Fire	02/02/2024	502.66
Total for Check Number 48392:				502.66
48393	1103	EBS TRUST	02/02/2024	
		PR Batch 00003.01.2024 Medical/Vision Insurar	PR Batch 00003.01.2024 Mec	32,747.53
		PR Batch 00003.01.2024 Dental Premium 5%	PR Batch 00003.01.2024 Den	123.55
		PR Batch 00003.01.2024 CIS ACCIDENT COV	PR Batch 00003.01.2024 CIS	65.17
		PR Batch 00003.01.2024 Dental Insurance	PR Batch 00003.01.2024 Den	2,347.22
		PR Batch 00003.01.2024 Medical/Vision Premiu	PR Batch 00003.01.2024 Mec	1,723.61
Total for Check Number 48393:				37,007.08
48394	1583 1243565	FERGUSON WATERWORKS #3011 Streets	02/02/2024	200.00
Total for Check Number 48394:				200.00
48395	4558	I.B.E.W. LOCAL UNION 659	02/02/2024	
		PR Batch 00003.01.2024 Union Dues	PR Batch 00003.01.2024 Unio	241.76
		PR Batch 00003.01.2024 Union Dues	PR Batch 00003.01.2024 Unio	36.21
Total for Check Number 48395:				277.97
48396	1407 Reim C & K	M C VOLUNTEER FIRE DEPT Fire	02/02/2024	23.96
Total for Check Number 48396:				23.96
48397	8686 1084033	MISSION COMMUNICATIONS, LLC	02/02/2024	563.40
Total for Check Number 48397:				563.40
48398	1116 9251 9259 9265	MYRTLE CREEK AUTO SUPPLY Police Police Police	02/02/2024	3.49 359.69 15.24
Total for Check Number 48398:				378.42
48399	1089 78601332122 78601333871 78601341826	NAPA AUTO PARTS PW PW WWTP	02/02/2024	6.69 11.99 253.98

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	7860134525	WWTP		11.99
			Total for Check Number 48399:	284.65
48400	1228	OREGON DEPT OF JUSTICE PR Batch 00003.01.2024 Child Support	02/02/2024 PR Batch 00003.01.2024 Chil	225.00
			Total for Check Number 48400:	225.00
48401	1137 WQ24IND-0513 WQ24IND-0513	OREGON DEQ SB SB	02/02/2024	500.00 334.00
			Total for Check Number 48401:	834.00
48402	2867 AIE20053	OREGON GOVERNMENT ETHICS COM SS	02/02/2024	151.31
			Total for Check Number 48402:	151.31
48403	1283 Feb 2024	CITY OF ROSEBURG CONTRACTUAL SVCS-COURT	02/02/2024 Judge Services	1,287.50
			Total for Check Number 48403:	1,287.50
48404	2283 122133631SC	ROTO-ROOTER OF DOUGLAS COUNT Airport	02/02/2024	112.00
			Total for Check Number 48404:	112.00
48405	1341 Jan 2024 Jan 2024 Jan 2024 Jan 2024 Jan 2024 Jan 2024 Jan 2024 Jan 2024	SOUTH UMPQUA DISPOSAL Airport CC Fire PW WWTP RV WTP PB	02/02/2024	41.10 100.60 100.60 126.00 166.75 338.50 126.00 131.10
			Total for Check Number 48405:	1,130.65
48406	8832 12402 12402 12402 12402 12402 12429 12429	SYSTECH WWTP RV WTP PD SS Police SS	02/02/2024	141.98 50.00 141.97 63.75 1,634.22 204.99 524.98
			Total for Check Number 48406:	2,761.89
48407	1220	U S NATIONAL BANK PR Batch 00003.01.2024 Police Union Dues	02/02/2024 PR Batch 00003.01.2024 Poli	200.00
			Total for Check Number 48407:	200.00
48408	1200 M073504 M073565 M073574	UMPQUA RESEARCH COMPANY WTP WWTP WWTP	02/02/2024	106.00 1,022.00 2,489.20



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 48408:				3,617.20
Total for 2/2/2024:				54,557.69
88872829	8430 CL72829	SNIDER ENERGY / PACIFIC PRIDE POLICE	02/07/2024	299.95
Total for Check Number 88872829:				299.95
Total for 2/7/2024:				299.95
48426	2398 INV-1-40089	911 SUPPLY INC Police	02/09/2024	244.84
Total for Check Number 48426:				244.84
48427	1067 Jan 2024	ALL ROCK LLC WM	02/09/2024	160.54
Total for Check Number 48427:				160.54
48428	2137 Jan 2024	AVISTA UTILITIES GAS HEAT - FIRE	02/09/2024 269650	756.63
	Jan 2024	GAS HEAT - SEWER MT	270193	19.57
	Jan 2024	GAS HEAT - POOL	265671	19.57
	Jan 2024	GAS HEAT - COMM CTR	268180	302.46
	Jan 2024	GAS HEAT - WWTP	74666	3,117.16
	Jan 2024	GAS HEAT - PUB WORKS	269323	242.53
	Jan 2024	GAS HEAT - PUB BLDGS	264966	433.52
	Jan 2024	GAS HEAT - SEWER MT	269006	6.04
Total for Check Number 48428:				4,897.48
48429	1432 43363	BUNNELL'S OVERHEAD DOOR, INC. WTP	02/09/2024	445.00
Total for Check Number 48429:				445.00
48430	2288 1828424	C & K MARKET WWTP	02/09/2024	17.81
Total for Check Number 48430:				17.81
48431	1315 INV9846	CASCADE FIRE EQUIPMENT CO Fire	02/09/2024	380.00
Total for Check Number 48431:				380.00
48432	1431 176612301012124	CHARTER COMMUNICATIONS Fire	02/09/2024	243.53
	176612301012124	Fire		99.98
Total for Check Number 48432:				343.51
48433	5974 3S22430	CHERRY CITY ELECTRIC SM	02/09/2024	5,112.00
Total for Check Number 48433:				5,112.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
48434	1507 33453	COOPERS PEST CONTROL Library	02/09/2024	52.00
Total for Check Number 48434:				52.00
48435	7980 IN3948678	CTX - Copytronix - A Xerox Company SS	02/09/2024	48.73
Total for Check Number 48435:				48.73
48436	1448 Aug 2023 Dec 2023 Jan 2024 Nov 2023 Oct 2023	DOUGLAS CO MANAGEMENT & FINA Court Court Court Court Court	02/09/2024	496.81 79.00 186.80 275.46 128.00
Total for Check Number 48436:				1,166.07
48437	8688 1234340 1234340 287200 287200	DOUGLAS FAST NET WTP WWTP RV Airport	02/09/2024	332.46 332.46 114.99 126.53
Total for Check Number 48437:				906.44
48438	1583 1241514 1244294 1245250 1245251	FERGUSON WATERWORKS #3011 WM Streets WM WM	02/09/2024	17.19 161.00 76.36 251.24
Total for Check Number 48438:				505.79
48439	5701 CL92118 CL92118 CL92118 CL92118	HAYS OIL COMPANY PW Fire SS Parks	02/09/2024	356.84 102.86 34.82 146.12
Total for Check Number 48439:				640.64
48440	6590 786132191	HOME DEPOT PRO formerly Supply Wor SM	02/09/2024	165.28
Total for Check Number 48440:				165.28
48441	2011 2401011	JAVELINA TRADING COMPANY SM	02/09/2024	286.36
Total for Check Number 48441:				286.36
48442	2351 15535	LES SCHWAB Streets	02/09/2024	44.99
Total for Check Number 48442:				44.99
48443	1407 Reimb-Amazon Reimb-Amazon Reimb-Amazon	M C VOLUNTEER FIRE DEPT Fire Fire Fire	02/09/2024	22.99 149.99 117.78

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Reimb-Amazon	Fire		261.78
	Reimb-Costco	Fire		178.13
			Total for Check Number 48443:	730.67
48444	5460 1112	McCARLEY REPAIR SERVICE WWTP	02/09/2024	110.00
			Total for Check Number 48444:	110.00
48445	1039 600 85 85 85 85 85 85 85 85	MSK BUILDING SUPPLY Fire Library SM PB WM WWTP Parks Airport WM	02/09/2024	59.99 8.00 21.78 119.27 43.48 2.32 104.77 12.99 35.16
			Total for Check Number 48445:	407.76
48446	1119 348726 349622	MYRTLE CREEK SAW SHOP RV PW	02/09/2024	16.00 20.00
			Total for Check Number 48446:	36.00
48447	1140 Aug 2023 Dec 2023 Jan 2024 Nov 2023 Oct 2023	OR DEPT OF REVENUE Court Court Court Court Court	02/09/2024	2,288.95 602.50 613.20 1,286.84 490.00
			Total for Check Number 48447:	5,281.49
48448	2775 0165904-IN	OREGON CORRECTIONS ENTERPRISE Parks	02/09/2024	229.00
			Total for Check Number 48448:	229.00
48449	1251 Jan 2024 Jan 2024 Jan 2024 Jan 2024	OREGON LINEN PB Fire Police WWTP	02/09/2024	78.30 49.68 65.14 94.77
			Total for Check Number 48449:	287.89
48450	2283 122133631SC	ROTO-ROOTER OF DOUGLAS COUNT Airport	02/09/2024	112.00
			Total for Check Number 48450:	112.00
48451	4597 0053137-IN	SHANLEY PUMP & EQUIPMENT, INC WWTP	02/09/2024	13,321.00
			Total for Check Number 48451:	13,321.00
48452	1175	SHIRTCLIFF OIL COMPANY	02/09/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Jan 2024	Park		34.00
	Jan 2024	PW		56.00
	Jan 2024	WWTP		177.65
Total for Check Number 48452:				267.65
48453	2305	SPRINGBROOK HOLDING COMPANY I	02/09/2024	
	Jan 2024	Streets		24.42
	Jan 2024	Sewer Maint		447.70
	Jan 2024	Water Maint		341.88
Total for Check Number 48453:				814.00
48454	1276	SUNRISE ENTERPRISES of ROSEBURG	02/09/2024	
	INV0042292	PB		1,203.37
Total for Check Number 48454:				1,203.37
48455	1238	TRAFFIC SAFETY SUPPLY	02/09/2024	
	INV066897	Streets		2,108.73
Total for Check Number 48455:				2,108.73
48456	8650	UMPQUA VALLEY FINANCIAL, LLC	02/09/2024	
	7733	SS		9,000.00
Total for Check Number 48456:				9,000.00
48457	4598	UMPQUA VALLEY TRACTOR	02/09/2024	
	UVT-1040233	Parks		30.58
Total for Check Number 48457:				30.58
48458	3954	UPS	02/09/2024	
	7980VF034	Police		1.60
	7980VF054	Police		19.81
Total for Check Number 48458:				21.41
48459	7979	US BANK EQUIPMENT FINANCE	02/09/2024	
	520609199	SS		207.72
	520609199	Fire		69.25
Total for Check Number 48459:				276.97
48460	1648	USA BLUE BOOK	02/09/2024	
	INV00267376	WTP		763.83
Total for Check Number 48460:				763.83
Total for 2/9/2024:				50,419.83
99913124	1224	OREGON PERS	02/12/2024	
	99913124	Employer Amount		11,648.41
	99913124	Pickup Amount		3,502.01
Total for Check Number 99913124:				15,150.42
Total for 2/12/2024:				15,150.42

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
88821424	1832 021524	NATIONWIDE RETIREMENT SOLUTIO PR Employee 457B Plan	02/14/2024 25992001	1,350.00
Total for Check Number 88821424:				1,350.00
88874163	8430 cl74163	SNIDER ENERGY / PACIFIC PRIDE POLICE	02/14/2024	368.89
Total for Check Number 88874163:				368.89
94121524	050F 94121524 94121524 94121524	UMPQUA BANK-EFTPS (FED) FICA Taxes Federal WH Taxes Medicare Taxes	02/14/2024	7,381.76 5,322.88 1,726.36
Total for Check Number 94121524:				14,431.00
Total for 2/14/2024:				16,149.89
88821524	4529 88821524	HRA VEBA TRUST HRA/VEBA	02/15/2024 VEBA	3,975.00
Total for Check Number 88821524:				3,975.00
95021524	050S 95021524 95021524 95021524	UMPQUA BANK-EFTPS (STATE) STATE WH TAXES OREGON PAID LEAVE STATE TRANSIT TAXES	02/15/2024	3,901.69 582.29 58.22
Total for Check Number 95021524:				4,542.20
Total for 2/15/2024:				8,517.20
448427	1226	AFLAC INSURANCE PR Batch 00001.02.2024 AFLAC INS PR Batch 00001.02.2024 AFLAC INS (Pretax)	02/16/2024 PR Batch 00001.02.2024 AFL PR Batch 00001.02.2024 AFL	35.49 358.22
Total for Check Number 448427:				393.71
448428	8475 Yurt	RAYMOND F. BROWN Park Dev	02/16/2024	500.00
Total for Check Number 448428:				500.00
448429	1311 887561	CASCADE COLUMBIA DIST CO WTP	02/16/2024	5,710.16
Total for Check Number 448429:				5,710.16
448430	1315 INV9999	CASCADE FIRE EQUIPMENT CO Fire	02/16/2024	118.12
Total for Check Number 448430:				118.12
448431	099W Jan 2024 Jan 2024 Jan 2024 Jan 2024	CITY OF MC - WATER BILLS WATER & SEWER - COMM CTR WATER & SEWER - WWTP WATER & SEWER - LIBRARY WATER & SEWER - PUB BLDGS	02/16/2024 77 875, 875-001 502 2, 1	133.73 166.46 128.00 256.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Jan 2024	WATER & SEWER - PUB WORKS	871	128.00
	Jan 2024	WATER & SEWER - PARKS	PARKS	624.23
	Jan 2024	WATER & SEWER - FIRE	1135	136.25
	Jan 2024	WATER & SEWER - POOL	108	81.40
Total for Check Number 448431:				1,654.07
448432	1507	COOPERS PEST CONTROL	02/16/2024	
	33648	Fire		52.00
	33870	PB		52.00
Total for Check Number 448432:				104.00
448433	1494	THE DYER PARTNERSHIP ENGINEERS	02/16/2024	
	30044r	STREETS		150.00
	30762	Sewer Const		1,876.50
Total for Check Number 448433:				2,026.50
448434	1583	FERGUSON WATERWORKS #3011	02/16/2024	
	1234225	WM		33.89
	1235833-1	ARPA		12,852.00
	1240078-1	WM		122.00
	1241514-1	WM		33.90
Total for Check Number 448434:				13,041.79
448435	6872	FLOCK GROUP INC	02/16/2024	
	33341	POLICE		10,000.00
Total for Check Number 448435:				10,000.00
448436	4433	HELENA CHEMICAL COMPANY	02/16/2024	
	169544052	Streets		323.00
	169544052	Parks		220.00
	169544052	Airport		17.00
Total for Check Number 448436:				560.00
448437	4558	I.B.E.W. LOCAL UNION 659	02/16/2024	
		PR Batch 00001.02.2024 Union Dues	PR Batch 00001.02.2024 Unio	277.98
Total for Check Number 448437:				277.98
448438	2011	JAVELINA TRADING COMPANY	02/16/2024	
	2401030	WWTP		273.59
Total for Check Number 448438:				273.59
448439	7811	JOHNSON MARK LLC	02/16/2024	
		PR Batch 00001.02.2024 EMPLOYEE GARNIS	PR Batch 00001.02.2024 EMI	402.07
Total for Check Number 448439:				402.07
448440	4628	LOCAL GOVERNMENT LAW GROUP P	02/16/2024	
	Jan 20024	SS		611.00
Total for Check Number 448440:				611.00
448441	1407	M C VOLUNTEER FIRE DEPT	02/16/2024	
	Reimb-Michaels	Fire		80.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 448441:	80.00
448442	1228	OREGON DEPT OF JUSTICE PR Batch 00001.02.2024 Child Support	02/16/2024 PR Batch 00001.02.2024 Chil	225.00
			Total for Check Number 448442:	225.00
448443	1154 3318734995	PITNEY BOWES GLOBAL FINANCIAL SS	02/16/2024	164.55
			Total for Check Number 448443:	164.55
448444	2383 INV29597	SEA WESTERN FIRE EQUIP Fire	02/16/2024	1,136.00
			Total for Check Number 448444:	1,136.00
448445	0409 8073250562	STAPLES SS	02/16/2024	33.15
			Total for Check Number 448445:	33.15
448446	1220	U S NATIONAL BANK PR Batch 00001.02.2024 Police Union Dues	02/16/2024 PR Batch 00001.02.2024 Poli	200.00
			Total for Check Number 448446:	200.00
448447	1200 M073664	UMPQUA RESEARCH COMPANY WTP	02/16/2024	106.00
			Total for Check Number 448447:	106.00
448448	6595 INV-240047	US WEST CORPORATION WTP	02/16/2024	230.00
			Total for Check Number 448448:	230.00
			Total for 2/16/2024:	37,847.69
89631	2855	BMS TECHNOLOGIES	02/20/2024	
	89631	POSTAGE & ENVELOPES - WATER MT		377.97
	89631	POSTAGE & ENVELOPES - SEWER MT		494.97
	89631	POSTAGE & ENVELOPES - STREETS		27.00
			Total for Check Number 89631:	899.94
88822024	RV385 88822024	FIREFLY RESERVATIONS RV	02/20/2024	168.00
			Total for Check Number 88822024:	168.00
			Total for 2/20/2024:	1,067.94
75598	8430 CL75598	SNIDER ENERGY / PACIFIC PRIDE POLICE	02/22/2024	351.61
			Total for Check Number 75598:	351.61
288655	1195	STANDARD INSURANCE	02/22/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	619033	LIFE INSURANCE - SEWER MT		10.72
	619033	LIFE INSURANCE - COURT		7.69
	619033	LIFE INSURANCE - WWTP		18.33
	619033	LIFE INSURANCE - SUPP SVCS		27.57
	619033	LIFE INSURANCE - PARKS		22.97
	619033	LIFE INSURANCE - WATER MT		16.84
	619033	LIFE INSURANCE - PUB BLDGS		4.60
	619033	LIFE INSURANCE - POLICE		75.72
	619033	LIFE INSURANCE - WATER PLANT		18.42
	619033	LIFE INSURANCE - STREETS		9.21
	619033	LIFE INSURANCE - FIRE		273.28
Total for Check Number 288655:				485.35
Total for 2/22/2024:				836.96
448449	099C	CITY OF MC - PETTY CASH	02/26/2024	
	CC Refund	SS		100.00
	Forest Service	SS		45.00
	Handyman Hrdwr	Airport		11.15
	HDMI Ext	Police		10.00
	Planning refund	SS		75.00
	Rays	WTP		5.49
Total for Check Number 448449:				246.64
448450	099W	CITY OF MC - WATER BILLS	02/26/2024	
	Jan 2024	WATER & SEWER - FIRE	1135	136.25
	Jan 2024	WATER & SEWER - COMM CTR	77	132.75
	Jan 2024	WATER & SEWER - LIBRARY	502	128.00
	Jan 2024	WATER & SEWER - PUB WORKS	871	128.00
	Jan 2024	WATER & SEWER - PUB BLDGS	2, 1	256.00
	Jan 2024	WATER & SEWER - WWTP	875, 875-001	175.93
	Jan 2024	WATER & SEWER - PARKS	PARKS	623.97
	Jan 2024	WATER & SEWER - POOL	108	81.25
Total for Check Number 448450:				1,662.15
448451	1405	DIAMOND AUTO UPHOLSTERY	02/26/2024	
	Park Truck	Parks		250.00
Total for Check Number 448451:				250.00
448452	1125	DOLE COALWELL	02/26/2024	
	83750	Court		37.20
Total for Check Number 448452:				37.20
448453	1583	FERGUSON WATERWORKS #3011	02/26/2024	
	1236319-3	WM		516.34
	1245918	WM		52.16
Total for Check Number 448453:				568.50
448454	5701	HAYS OIL COMPANY	02/26/2024	
	CL92838	Parks		88.17
	CL92838	Fire		116.37
	CL92838	PW		341.78
	CL92838	SS		39.68



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 448454:				586.00
448455	8565 4845012324	i-Secure Information Security Court	02/26/2024	45.00
Total for Check Number 448455:				45.00
448456	2400 Membership 2024	M C-T C AREA CHAMBER OF COMMEI SS	02/26/2024	75.00
Total for Check Number 448456:				75.00
448457	8686 1084894	MISSION COMMUNICATIONS, LLC SM	02/26/2024	563.40
Total for Check Number 448457:				563.40
448458	2850 Pestici-K.Sharp	OR DEPT OF AGRICULTURE Parks	02/26/2024	50.00
Total for Check Number 448458:				50.00
448459	2951 903271	PACIFIC OFFICE AUTOMATION SS	02/26/2024	120.00
Total for Check Number 448459:				120.00
448460	1147 Feb 2024 Feb 2024 Feb 2024 Feb 2024 Feb 2024 Feb 2024 Feb 2024 Feb 2024 Feb 2024 Feb 2024 Feb 2024 Feb 2024 Feb 2024 Feb 2024	PACIFIC POWER & LIGHT ELECTRIC - AIRPORT ELECTRIC - SEWER MT ELECTRIC - SPRINGBROOK ELECTRIC - PUB BLDGS ELECTRIC - LIBRARY ELECTRIC - FIRE ELECTRIC - COMM CTR ELECTRIC - WWTP ELECTRIC - POOL ELECTRIC - PUB WORKS ELECTRIC - PARKS STREET LIGHTS RV Park ELECTRIC - WATER PLANT	02/26/2024	332.20 722.66 189.41 476.47 436.59 929.99 146.69 13,462.60 93.92 89.11 578.68 1,701.98 998.90 5,190.76
Total for Check Number 448460:				25,349.96
448461	1197 22237 22237	TUNE UP CENTER Police Police	02/26/2024	54.94 32.31
Total for Check Number 448461:				87.25
448462	1200 M073774	UMPQUA RESEARCH COMPANY WWTP	02/26/2024	156.00
Total for Check Number 448462:				156.00
448463	1687 Jan 2024 Jan 2024	ZIPLY FIBER Fire SB	02/26/2024	7.13 10.75
Total for Check Number 448463:				17.88

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
88822624	1097	AT&T MOBILITY	02/26/2024	
	01112024	POLICE		344.62
	01112024	PUBLIC WORKS		88.28
Total for Check Number 88822624:				432.90
Total for 2/26/2024:				30,247.88
88822724	1449	CARD MEMBER SERVICES	02/27/2024	
	88822724	PARKS		16.99
	88822724	POLICE		340.00
	88822724	PUBLIC WORKS		497.00
	88822724	PUBLIC WORKS		16.78
	88822724	PUBLIC BUILDINGS		61.98
	88822724	POLICE		39.98
	88822724	PARKS		69.98
	88822724	SUPPORT SERVICES		211.47
	88822724	SEWER MAINT		108.98
	88822724	SUPPORT SERVICES		218.52
	88822724	GENERAL EQUIPMENT		715.71
	88822724	WWTP		99.36
	88822724	COURT		279.99
	88822724	WWTP		429.00
	88822724	POLICE		182.55
	88822724	SUPPORT SERVICES		576.06
	88822724	FIRE		104.97
	88822724	SUPPORT SERVICES		20.00
	88822724	AIRPORT		59.48
	88822724	WWTP		598.00
	88822724	PARKS		170.78
	88822724	WATER MAINT		108.98
Total for Check Number 88822724:				4,926.56
94122924	050F	UMPQUA BANK-EFTPS (FED)	02/27/2024	
	94122924	Medicare Taxes		1,797.56
	94122924	FICA Taxes		7,686.08
	94122924	Federal WH Taxes		5,428.64
Total for Check Number 94122924:				14,912.28
99921524	1224	OREGON PERS	02/27/2024	
	99921524	Pickup Amount		3,563.37
	99921524	Employer Amount		11,839.93
Total for Check Number 99921524:				15,403.30
Total for 2/27/2024:				35,242.14
88822824	1832	NATIONWIDE RETIREMENT SOLUTIO	02/28/2024	
	Feb 29,24	PR Employee 457B Plan	25992001	1,350.00
Total for Check Number 88822824:				1,350.00
Total for 2/28/2024:				1,350.00
88822924	050V	UMPQUA BANK/VISA FEES	02/29/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		Feb 2024		154.67
		Feb 2024		173.09
		Feb 2024		48.93
		Feb 2024		897.01
		Feb 2024		684.99
		Feb 2024		154.67
			Total for Check Number 88822924:	2,113.36
95022924	050S	UMPQUA BANK-EFTPS (STATE)	02/29/2024	
	95022924	STATE WH TAXES		3,981.26
	95022924	Oregon Paid Leave		606.86
	95022924	STATE TRANSIT TAXES		60.68
			Total for Check Number 95022924:	4,648.80
			Total for 2/29/2024:	6,762.16
			Report Total (108 checks):	258,449.75



# Community Development Department Monthly Report

March 19, 2024

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## General Planning Statistics:

**2 Planning Clearances**

**2 Land Use Compatibility Statements**

**1 Minor Variance – Side yard variance for a horse barn. 20 feet instead of 25 feet.**

## Significant Planning Activities:

### **Klimback Subdivision**

Final plat map has been signed and submitted to Douglas County Surveyors Office for review and recording. Once Plat is accepted and filed the developer wants to start building homes immediately.

### **Residential Zoning Code Amendments**

Public Hearing for a zone change for a parcel addressed 186 NE Division is scheduled for the March 26<sup>th</sup> Planning Commission meeting. We are now accepting public comment on the Zone Change. Any received comments will be discussed at the March 26<sup>th</sup> Planning Commission meeting. If it is approved by Planning Commission it will come to City Council in April or May for final review and approval.

### **Holly/Leon Paving**

City has signed the Project Scope Contract with Dyer Partnership for the Project Administration for the paving of Holly and Leon Streets. They will start the preconstruction and bid document preparation this month. Once bids for the project are received they will be brought to City Council for review and contract award.

General Ledger

Budget Status

User: Ihiscocks  
Printed: 3/5/2024 - 1:40 PM  
Period: 8, 2024

Account Number		Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
Fund	100	GENERAL FUND						
Dept	100-0000							
R1								
		Revenue Sub Totals:	4.220.556.00	84.731.21	3.686.508.41	534.047.59	534.047.59	12.65
Dept	100-0100	FIRE DEPT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	53.600.00	3.802.04	38.025.10	15.574.90	15.574.90	29.06
06		MATERIALS & SERVICES						
		06 Sub Totals:	128.910.00	6.315.31	74.321.26	54.588.74	54.588.74	42.35
07		CAPITAL OUTLAY						
		07 Sub Totals:	5.500.00	0.00	1.522.00	3.978.00	3.978.00	72.33
09		MISCELLANEOUS						
		09 Sub Totals:	45.000.00	0.00	0.00	45.000.00	45.000.00	100.00
		Expense Sub Totals:	233.010.00	10.117.35	113.868.36	119.141.64	119.141.64	51.13
Dept	100-0200	MUNICIPAL COURT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	63.558.00	5.106.41	36.243.22	27.314.78	27.314.78	42.98
06		MATERIALS & SERVICES						
		06 Sub Totals:	87.400.00	8.251.92	43.116.95	44.283.05	44.283.05	50.67
		Expense Sub Totals:	150.958.00	13.358.33	79.360.17	71.597.83	71.597.83	47.43
		Dept 0200 Sub Totals:	150.958.00	13.358.33	79.360.17	71.597.83		
Dept	100-0300	LIBRARY DEPT						
06		MATERIALS & SERVICES						
		06 Sub Totals:	11.100.00	752.59	8.401.10	2.698.90	2.698.90	24.31
		Expense Sub Totals:	11.100.00	752.59	8.401.10	2.698.90	2.698.90	24.31
Dept	100-0500	PARKS DEPT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	164.356.00	10.117.84	92.318.43	72.037.57	72.037.57	43.83
06		MATERIALS & SERVICES						
		06 Sub Totals:	61.050.00	3.237.27	31.066.76	29.983.24	29.983.24	49.11
09		MISCELLANEOUS						
		09 Sub Totals:	5.000.00	0.00	0.00	5.000.00	5.000.00	100.00
		Expense Sub Totals:	230.406.00	13.355.11	123.385.19	107.020.81	107.020.81	46.45
Dept	100-0510	COMMUNITY CENTER						
06		MATERIALS & SERVICES						
		06 Sub Totals:	10.350.00	816.23	4.460.70	5.889.30	5.889.30	56.90
		Expense Sub Totals:	10.350.00	816.23	4.460.70	5.889.30	5.889.30	56.90
Dept	100-0550	GENERAL EQUIPMENT						
07		CAPITAL OUTLAY						
		07 Sub Totals:	5.000.00	715.71	1.543.06	3.456.94	3.456.94	69.14
		Expense Sub Totals:	5.000.00	715.71	1.543.06	3.456.94	3.456.94	69.14

## General Ledger

## Budget Status

User: Ihiscocks  
Printed: 3/5/2024 - 1:40 PM  
Period: 8, 2024

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
<b>Dept 100-0600</b>	<b>SWIM POOL</b>						
05	PERSONNEL SERVICES						
	05 Sub Totals:	66.940.00	0.00	45.844.98	21.095.02	21.095.02	31.51
06	MATERIALS & SERVICES						
	06 Sub Totals:	23.500.00	276.14	14.657.08	8.842.92	8.842.92	37.63
07	CAPITAL OUTLAY						
	07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	90.440.00	276.14	60.502.06	29.937.94	29.937.94	33.10
<b>Dept 100-0700</b>	<b>POLICE DEPT</b>						
05	PERSONNEL SERVICES						
	05 Sub Totals:	953.655.00	68.081.17	593.400.29	360.254.71	360.254.71	37.78
06	MATERIALS & SERVICES						
	06 Sub Totals:	160.040.00	17.624.98	89.203.02	70.836.98	70.836.98	44.26
07	CAPITAL OUTLAY						
	07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
09	MISCELLANEOUS						
	09 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	1.113.695.00	85.706.15	682.603.31	431.091.69	431.091.69	38.71
<b>Dept 100-0900</b>	<b>PUBLIC BUILDINGS</b>						
05	PERSONNEL SERVICES						
	05 Sub Totals:	56.093.00	4.195.26	36.637.05	19.455.95	19.455.95	34.69
06	MATERIALS & SERVICES						
	06 Sub Totals:	43.400.00	3.068.01	23.861.30	19.538.70	19.538.70	45.02
07	CAPITAL OUTLAY						
	07 Sub Totals:	3.000.00	0.00	0.00	3.000.00	3.000.00	100.00
	Expense Sub Totals:	102.493.00	7.263.27	60.498.35	41.994.65	41.994.65	40.97
<b>Dept 100-1000</b>	<b>PUBLIC WKS/SHOP</b>						
06	MATERIALS & SERVICES						
	06 Sub Totals:	35.500.00	2.109.00	22.557.51	12.942.49	12.942.49	36.46
	Expense Sub Totals:	35.500.00	2.109.00	22.557.51	12.942.49	12.942.49	36.46
<b>Dept 100-1100</b>	<b>SUPPORT SERVICES</b>						
05	PERSONNEL SERVICES						
	05 Sub Totals:	400.139.00	32.030.66	255.830.62	144.308.38	144.308.38	36.06
06	MATERIALS & SERVICES						
	06 Sub Totals:	219.046.00	13.870.88	171.081.07	47.964.93	47.964.93	21.90
07	CAPITAL OUTLAY						
	07 Sub Totals:	318.000.00	12.852.00	113.730.82	204.269.18	204.269.18	64.24
09	MISCELLANEOUS						

## General Ledger

## Budget Status

User: Ihiscocks  
 Printed: 3/5/2024 - 1:40 PM  
 Period: 8, 2024

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
	09 Sub Totals:	1.300.419.00	0.00	130.000.00	1.170.419.00	1.170.419.00	90.00
	Expense Sub Totals:	2.237.604.00	58.753.54	670.642.51	1.566.961.49	1.566.961.49	70.03
	<b>Fund Revenue Sub Totals:</b>	<b>4.220.556.00</b>	<b>84.731.21</b>	<b>3.686.508.41</b>	<b>534.047.59</b>	<b>534.047.59</b>	<b>12.65</b>
	<b>Fund Expense Sub Totals:</b>	<b>4.220.556.00</b>	<b>193.223.42</b>	<b>1.827.822.32</b>	<b>2.392.733.68</b>	<b>2.392.733.68</b>	<b>56.69</b>
	<b>Fund 100 Sub Totals:</b>	<b>0.00</b>	<b>108.492.21</b>	<b>-1.858.686.09</b>	<b>1.858.686.09</b>		

<b>Fund</b>	<b>150</b>	<b>PUBLIC SAFETY FEE</b>					
<b>Dept</b>	<b>150-0000</b>						
R1		Revenue Sub Totals:	77.544.00	6.358.74	44.739.43	32.804.57	42.30
<b>Dept</b>	<b>150-1500</b>						
06		MATERIALS & SERVICES					
		06 Sub Totals:	35.000.00	0.00	0.00	35.000.00	100.00
07		CAPITAL OUTLAY					
		07 Sub Totals:	7.544.00	0.00	741.75	6.802.25	90.17
09		MISCELLANEOUS					
		09 Sub Totals:	35.000.00	0.00	0.00	35.000.00	100.00
		Expense Sub Totals:	77.544.00	0.00	741.75	76.802.25	99.04
		<b>Fund Revenue Sub Totals:</b>	<b>77.544.00</b>	<b>6.358.74</b>	<b>44.739.43</b>	<b>32.804.57</b>	<b>42.30</b>
		<b>Fund Expense Sub Totals:</b>	<b>77.544.00</b>	<b>0.00</b>	<b>741.75</b>	<b>76.802.25</b>	<b>99.04</b>
		<b>Fund 150 Sub Totals:</b>	<b>0.00</b>	<b>-6.358.74</b>	<b>-43.997.68</b>	<b>43.997.68</b>	

<b>Fund</b>	<b>200</b>	<b>SEWER FUND</b>					
<b>Dept</b>	<b>200-0000</b>						
R1		Revenue Sub Totals:	2.348.850.00	141.537.37	1.771.933.23	576.916.77	24.56
<b>Dept</b>	<b>200-2000</b>	<b>SEWER MAINT</b>					
05		PERSONNEL SERVICES					
		05 Sub Totals:	194.931.00	14.512.52	126.751.30	68.179.70	34.98
06		MATERIALS & SERVICES					
		06 Sub Totals:	224.045.00	4.297.15	54.071.56	169.973.44	75.87
07		CAPITAL OUTLAY					
		07 Sub Totals:	30.000.00	5.112.00	17.242.99	12.757.01	42.52
		Expense Sub Totals:	448.976.00	23.921.67	198.065.85	250.910.15	55.88
<b>Dept</b>	<b>200-2100</b>	<b>SEWER PLANT</b>					
05		PERSONNEL SERVICES					
		05 Sub Totals:	340.896.00	27.111.13	206.348.33	134.547.67	39.47
06		MATERIALS & SERVICES					
		06 Sub Totals:	438.526.00	36.620.01	267.881.66	170.644.34	38.91
07		CAPITAL OUTLAY					
		07 Sub Totals:	170.000.00	0.00	66.683.69	103.316.31	60.77

General Ledger

Budget Status

User: Ihiscocks  
Printed: 3/5/2024 - 1:40 PM  
Period: 8, 2024

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
	Expense Sub Totals:	949.422.00	63.731.14	540.913.68	408.508.32	408.508.32	43.03
Dept 200-9000	MISCELLANEOUS						
09	MISCELLANEOUS						
	09 Sub Totals:	950.452.00	0.00	170.000.00	780.452.00	780.452.00	82.11
	Expense Sub Totals:	950.452.00	0.00	170.000.00	780.452.00	780.452.00	82.11
	Fund Revenue Sub Totals:	2.348.850.00	141.537.37	1.771.933.23	576.916.77	576.916.77	24.56
	Fund Expense Sub Totals:	2.348.850.00	87.652.81	908.979.53	1.439.870.47	1.439.870.47	61.30
	Fund 200 Sub Totals:	0.00	-53.884.56	-862.953.70	862.953.70		
Fund 210	SEWER CONSTRUCTION						
Dept 210-0000							
R1							
	Revenue Sub Totals:	1.940.554.00	10.710.00	1.335.747.74	604.806.26	604.806.26	31.17
Dept 210-2200	SEWER CONSTRUCTION						
07	CAPITAL OUTLAY						
	07 Sub Totals:	1.300.000.00	1.876.50	617.075.40	682.924.60	682.924.60	52.53
09	MISCELLANEOUS						
	09 Sub Totals:	640.554.00	0.00	0.00	640.554.00	640.554.00	100.00
	Expense Sub Totals:	1.940.554.00	1.876.50	617.075.40	1.323.478.60	1.323.478.60	68.20
	Fund Revenue Sub Totals:	1.940.554.00	10.710.00	1.335.747.74	604.806.26	604.806.26	31.17
	Fund Expense Sub Totals:	1.940.554.00	1.876.50	617.075.40	1.323.478.60	1.323.478.60	68.20
	Fund 210 Sub Totals:	0.00	-8.833.50	-718.672.34	718.672.34		
Fund 250	WATER FUND						
Dept 250-0000							
R1							
	Revenue Sub Totals:	1.981.500.00	83.318.53	1.614.162.09	367.337.91	367.337.91	18.54
Dept 250-2300	WATER MAINT						
05	PERSONNEL SERVICES						
	05 Sub Totals:	195.241.00	14.627.74	124.248.45	70.992.55	70.992.55	36.36
06	MATERIALS & SERVICES						
	06 Sub Totals:	217.938.00	2.856.08	55.822.31	162.115.69	162.115.69	74.39
07	CAPITAL OUTLAY						
	07 Sub Totals:	35.000.00	0.00	10.333.75	24.666.25	24.666.25	70.48
	Expense Sub Totals:	448.179.00	17.483.82	190.404.51	257.774.49	257.774.49	57.52
Dept 250-2500	WATER PLANT						
05	PERSONNEL SERVICES						
	05 Sub Totals:	185.584.00	13.504.77	108.143.63	77.440.37	77.440.37	41.73
06	MATERIALS & SERVICES						
	06 Sub Totals:	215.149.00	13.157.67	136.773.39	78.375.61	78.375.61	36.43



General Ledger

Budget Status

User: Ihiscocks  
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Period: 8, 2024

Account Number		Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
07		CAPITAL OUTLAY						
		07 Sub Totals:	38.000.00	0.00	23.244.74	14.755.26	14.755.26	38.83
		Expense Sub Totals:	438.733.00	26.662.44	268.161.76	170.571.24	170.571.24	38.88
Dept 06	250-2550	SPRINGBROOK PLANT MATERIALS & SERVICES						
		06 Sub Totals:	3.875.00	1.034.16	3.782.84	92.16	92.16	2.38
07		CAPITAL OUTLAY						
		07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
		Expense Sub Totals:	3.875.00	1.034.16	3.782.84	92.16	92.16	2.38
Dept 09	250-9000	MISCELLANEOUS						
		09 Sub Totals:	1.090.713.00	175.000.00	482.775.00	607.938.00	607.938.00	55.74
		Expense Sub Totals:	1.090.713.00	175.000.00	482.775.00	607.938.00	607.938.00	55.74
Fund Revenue Sub Totals:			1.981.500.00	83.318.53	1.614.162.09	367.337.91	367.337.91	18.54
Fund Expense Sub Totals:			1.981.500.00	220.180.42	945.124.11	1.036.375.89	1.036.375.89	52.30
Fund 250 Sub Totals:			0.00	136.861.89	-669.037.98	669.037.98		
Fund Dept R1	255	WATER METER DEPOSITS						
	255-0000							
		Revenue Sub Totals:	0.00	-375.00	-575.00	575.00	575.00	0.00
Dept 06	255-2400	MATERIALS & SERVICES						
		06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
		Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
Fund Revenue Sub Totals:			0.00	-375.00	-575.00	575.00	575.00	0.00
Fund Expense Sub Totals:			0.00	0.00	0.00	0.00	0.00	0.00
Fund 255 Sub Totals:			0.00	375.00	575.00	-575.00		
Fund Dept R1	260	WATER CONSTRUCTION						
	260-0000							
		Revenue Sub Totals:	2.543.422.00	193.771.00	2.554.725.10	-11.303.10	-11.303.10	0.00
Dept 06	260-2600	WATER CONSTRUCTION MATERIALS & SERVICES						
		06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
07		CAPITAL OUTLAY						
		07 Sub Totals:	2.543.422.00	0.00	43.728.04	2.499.693.96	2.499.693.96	98.28
09		MISCELLANEOUS						
		09 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
		Expense Sub Totals:	2.543.422.00	0.00	43.728.04	2.499.693.96	2.499.693.96	98.28

## General Ledger

## Budget Status

User: Ihiscocks

Printed: 3/5/2024 - 1:40 PM

Period: 8, 2024

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
<b>Fund Revenue Sub Totals:</b>		<b>2,543.422.00</b>	<b>193.771.00</b>	<b>2,554.725.10</b>	<b>-11.303.10</b>	<b>-11.303.10</b>	<b>0.00</b>
<b>Fund Expense Sub Totals:</b>		<b>2,543.422.00</b>	<b>0.00</b>	<b>43.728.04</b>	<b>2,499.693.96</b>	<b>2,499.693.96</b>	<b>98.28</b>
<b>Fund 260 Sub Totals:</b>		<b>0.00</b>	<b>-193.771.00</b>	<b>-2,510.997.06</b>	<b>2,510.997.06</b>		
<b>Fund 280</b>	<b>AIRPORT FUND</b>						
Dept 280-0000							
R1							
	Revenue Sub Totals:	111.253.00	0.00	97.383.77	13.869.23	13.869.23	12.47
<b>Dept 280-2800</b>	<b>AIRPORT DEPT</b>						
06	MATERIALS & SERVICES						
	06 Sub Totals:	24.100.00	824.45	6.732.59	17.367.41	17.367.41	72.06
07	CAPITAL OUTLAY						
	07 Sub Totals:	20.000.00	0.00	6.236.00	13.764.00	13.764.00	68.82
09	MISCELLANEOUS						
	09 Sub Totals:	67.153.00	0.00	0.00	67.153.00	67.153.00	100.00
	Expense Sub Totals:	111.253.00	824.45	12.968.59	98.284.41	98.284.41	88.34
<b>Fund Revenue Sub Totals:</b>		<b>111.253.00</b>	<b>0.00</b>	<b>97.383.77</b>	<b>13.869.23</b>	<b>13.869.23</b>	<b>12.47</b>
<b>Fund Expense Sub Totals:</b>		<b>111.253.00</b>	<b>824.45</b>	<b>12.968.59</b>	<b>98.284.41</b>	<b>98.284.41</b>	<b>88.34</b>
<b>Fund 280 Sub Totals:</b>		<b>0.00</b>	<b>824.45</b>	<b>-84.415.18</b>	<b>84.415.18</b>		
<b>Fund 300</b>	<b>STREET FUND</b>						
Dept 300-0000							
R1							
	Revenue Sub Totals:	1,474.924.00	31,021.52	1,131,558.53	343,365.47	343,365.47	23.28
<b>Dept 300-3000</b>	<b>STREET DEPT</b>						
05	PERSONNEL SERVICES						
	05 Sub Totals:	125.808.00	8,920.51	81,169.47	44,638.53	44,638.53	35.48
06	MATERIALS & SERVICES						
	06 Sub Totals:	172.612.00	4,640.05	56,211.35	116,400.65	116,400.65	67.43
07	CAPITAL OUTLAY						
	07 Sub Totals:	365,000.00	150.00	46,686.00	318,314.00	318,314.00	87.21
09	MISCELLANEOUS						
	09 Sub Totals:	811,504.00	0.00	0.00	811,504.00	811,504.00	100.00
	Expense Sub Totals:	1,474.924.00	13,710.56	184,066.82	1,290,857.18	1,290,857.18	87.52
<b>Fund Revenue Sub Totals:</b>		<b>1,474.924.00</b>	<b>31,021.52</b>	<b>1,131,558.53</b>	<b>343,365.47</b>	<b>343,365.47</b>	<b>23.28</b>
<b>Fund Expense Sub Totals:</b>		<b>1,474.924.00</b>	<b>13,710.56</b>	<b>184,066.82</b>	<b>1,290,857.18</b>	<b>1,290,857.18</b>	<b>87.52</b>
<b>Fund 300 Sub Totals:</b>		<b>0.00</b>	<b>-17,310.96</b>	<b>-947,491.71</b>	<b>947,491.71</b>		
<b>Fund 330</b>	<b>STORM WATER FUND</b>						
Dept 330-0000							
R1							
	Revenue Sub Totals:	52.432.00	0.00	813.81	51,618.19	51,618.19	98.45

General Ledger

Budget Status

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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
Dept 330-3300	STORM WATER DEPARTMENT						
06	MATERIALS & SERVICES						
	06 Sub Totals:	13.750.00	0.00	810.85	12.939.15	12.939.15	94.10
07	CAPITAL OUTLAY						
	07 Sub Totals:	10.000.00	0.00	0.00	10.000.00	10.000.00	100.00
09	MISCELLANEOUS						
	09 Sub Totals:	28.682.00	0.00	0.00	28.682.00	28.682.00	100.00
	Expense Sub Totals:	52.432.00	0.00	810.85	51.621.15	51.621.15	98.45
	Fund Revenue Sub Totals:	52.432.00	0.00	813.81	51.618.19	51.618.19	98.45
	Fund Expense Sub Totals:	52.432.00	0.00	810.85	51.621.15	51.621.15	98.45
	Fund 330 Sub Totals:	0.00	0.00	-2.96	2.96		
Fund 430	WWTP CONSTRUCTION DEBT REPAY						
Dept 430-0000							
R1	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
Dept 430-4400	WWTP CONST REPAY						
08	DEBT SERVICE						
	08 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
Dept 430-9000	MISCELLANEOUS						
09	MISCELLANEOUS						
	09 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 430 Sub Totals:	0.00	0.00	0.00	0.00		
Fund 450	WTP CONSTRUCTION DEBT REPAY						
Dept 450-0000							
R1	Revenue Sub Totals:	557.409.00	0.00	568.917.71	-11.508.71	-11.508.71	0.00
Dept 450-4550	WTP CONSTRUCT REPAY						
08	DEBT SERVICE						
	08 Sub Totals:	307.774.00	0.00	307.775.32	-1.32	-1.32	0.00
	Expense Sub Totals:	307.774.00	0.00	307.775.32	-1.32	-1.32	0.00
Dept 450-9000	MISCELLANEOUS						
09	MISCELLANEOUS						
	09 Sub Totals:	249.635.00	0.00	0.00	249.635.00	249.635.00	100.00
	Expense Sub Totals:	249.635.00	0.00	0.00	249.635.00	249.635.00	100.00

General Ledger

Budget Status

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Period: 8, 2024

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
Fund Revenue Sub Totals:		557,409.00	0.00	568,917.71	-11,508.71	-11,508.71	0.00
Fund Expense Sub Totals:		557,409.00	0.00	307,775.32	249,633.68	249,633.68	44.78
Fund 450 Sub Totals:		0.00	0.00	-261,142.39	261,142.39		
Fund 500	PARK DEVELOPMENT FUND						
Dept 500-0000							
R1	Revenue Sub Totals:	250,508.00	30.00	317,646.74	-67,138.74	-67,138.74	0.00
Dept 500-4500	PARK DEVELOPMENT						
06	MATERIALS & SERVICES						
	06 Sub Totals:	6,000.00	500.00	947.34	5,052.66	5,052.66	84.21
07	CAPITAL OUTLAY						
	07 Sub Totals:	10,000.00	0.00	3,364.57	6,635.43	6,635.43	66.35
09	MISCELLANEOUS						
	09 Sub Totals:	234,508.00	0.00	0.00	234,508.00	234,508.00	100.00
	Expense Sub Totals:	250,508.00	500.00	4,311.91	246,196.09	246,196.09	98.28
Fund Revenue Sub Totals:		250,508.00	30.00	317,646.74	-67,138.74	-67,138.74	0.00
Fund Expense Sub Totals:		250,508.00	500.00	4,311.91	246,196.09	246,196.09	98.28
Fund 500 Sub Totals:		0.00	470.00	-313,334.83	313,334.83		
Fund 550	RV PARK FUND						
Dept 550-0000							
R1	Revenue Sub Totals:	108,500.00	409.25	102,096.39	6,403.61	6,403.61	5.90
Dept 550-5500	RV PARK FUND						
06	MATERIALS & SERVICES						
	06 Sub Totals:	30,000.00	1,859.48	16,330.61	13,669.39	13,669.39	45.56
09	MISCELLANEOUS						
	09 Sub Totals:	78,500.00	0.00	0.00	78,500.00	78,500.00	100.00
	Expense Sub Totals:	108,500.00	1,859.48	16,330.61	92,169.39	92,169.39	84.95
Fund Revenue Sub Totals:		108,500.00	409.25	102,096.39	6,403.61	6,403.61	5.90
Fund Expense Sub Totals:		108,500.00	1,859.48	16,330.61	92,169.39	92,169.39	84.95
Fund 550 Sub Totals:		0.00	1,450.23	-85,765.78	85,765.78		
Fund 580	CAPITAL PROJECTS FUND						
Dept 580-0000							
R1	Revenue Sub Totals:	1,048,908.00	0.00	984,649.79	64,258.21	64,258.21	6.13
Dept 580-5800	CAPITAL PROJECTS						
07	CAPITAL OUTLAY						
	07 Sub Totals:	60,000.00	0.00	62,578.75	-2,578.75	-2,578.75	0.00
09	MISCELLANEOUS						
	09 Sub Totals:	988,908.00	0.00	0.00	988,908.00	988,908.00	100.00

General Ledger

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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
	Expense Sub Totals:	1,048,908.00	0.00	62,578.75	986,329.25	986,329.25	94.03
	Fund Revenue Sub Totals:	1,048,908.00	0.00	984,649.79	64,258.21	64,258.21	6.13
	Fund Expense Sub Totals:	1,048,908.00	0.00	62,578.75	986,329.25	986,329.25	94.03
	Fund 580 Sub Totals:	0.00	0.00	-922,071.04	922,071.04		
	Revenue Totals:	16,716,360.00	551,512.62	14,210,307.74	2,506,052.26	2,506,052.26	14.99
	Expense Totals:	16,716,360.00	519,827.64	4,932,314.00	11,784,046.00	11,784,046.00	70.49
	Report Totals:	0.00	-31,684.98	-9,277,993.74	9,277,993.74		



# 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

## **Department Report February 2024**

### **Training**

Officers from the department attended part one of a three-part active shooter training. This training was hosted by the Sutherlin Police Department at the Sutherlin Community Center.

### **Training**

The Myrtle Creek Police Department hosted yearly Taser recertification training at the Myrtle Creek Fire Department. Sutherlin, Winston, and Cow Creek Tribal Police Department attended the training as well.

### **Officer Of The Year Award**

Several staff from the police department attended the Roseburg Optimist Clubs 48<sup>th</sup> Annual Respect For Law Enforcement event on February 23<sup>rd</sup> at the Douglas County Fairgrounds. The police department did not select an officer of the year for 2023, but the Optimist Club recognized the department as a whole and gave the department an appreciation award for the distinguished and dedicated service we provide to our community. I gave a short speech and recognized several officers and staff from the police department for the outstanding work they did in 2023.

### **Portable Radar Signs.**

The police department was able to purchase two portable radar signs that display passing vehicle speeds and they arrived towards the end of February. The units were going to first be placed on Division Street in the school zone, but the poles at that location are round poles and additional hardware was needed to be purchased. The signs were placed on Riverside Drive and during the first week, the signs did not display speeds as motorists were driving by.

This was done to collect data to see if the signs displaying motorist's speeds decrease the overall speed in a particular area. In the future these radar speed signs will be placed at several different locations in the city.

### **Calls for Service**

The department took 243 calls for service for the month of February, 2024, issued 23 traffic citations, gave 63 traffic warnings, and made 21 arrests.

Respectfully submitted,

Chief Jonathan Brewster  
Myrtle Creek Police

## 2024 MCFD Call Responses

Call Type	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
MVA-Non Injury	3												3
MVA - UTL	1												1
MVA - Injury	2	2											4
MVA - Fatal													0
MVA - Cancelled	1	2											3
Medical Aid	16	10											26
Medical Aid - Cancelled	2	1											3
Public Assist													0
Public Assist-Lift Assist	14	7											21
Public Safety		2											2
Unattended Death													0
Fire/Carb Alarm	1	1											2
False Alarm Activation													0
Alarm Testing													0
Flue Fire													0
Fire - Vehicle	1												1
Fire													0
Fire - Illegal Burn	2	2											4
Fire - Controlled Burn													0
Fire - UTL	1	1											2
Fire-Nat Cover													0
Fire - Cancelled													0
Structure Fire	2	1											3
Structure Fire - Cancelled	5	2											7
Structure Fire -Commercial	1	1											2
Over Bank Rescue													0
Water Rescue													0
Water/Over Bank-Cancelled													0
Dispatched in Error/Test Page	2	2											4
<b>TOTAL</b>	<b>54</b>	<b>34</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>88</b>



# Public Works and Parks

## Activities Report for March 19, 2024

### City Council Meeting

- **Streets**
  - 19 Utility Locates in the month of January
  - Weekly downtown garbage collection
  - Regular street sweeping
  - Inspected and cleaned storm drains
  - Installed new street name signs
  - Pothole repairs
- **Sewer**
  - Weekly lift station maintenance
  - Sewer Jet lines on Vine Maple St
  - Sewer Jet lines on Leon St
  - Installed Sewer Line Extension on Simpson Lane for three new homes
- **Water**
  - 11 delinquent water turnoffs
  - Monthly meter reads
  - Service line repair
    - 535 Dole Rd
    - 1056 Lisa Way
    - 874 Johnson
    - 596 Riverside Dr
    - 417 Broadway
  - Installed new Radio meters
- **Public Works Misc.**
  - Riverside fire hydrant repair
  - Budgets
- **Parks and Public Building Department**
  - Monthly park maintenance
  - Started flooring install in police station
  - Budgets

- **Water Treatment**

- Routine labs and testing
- Skid A has a cracked pipe. A temporary patch has been installed. We have the parts to repair. Waiting on Laskey Clifton to come install parts.
- South Umpqua River Plant produced 15.250 (MG) - 29 days of operation
- Plant running at 900 GPM
- Budgets

- **Wastewater Treatment**

- Routine labs, testing, and maintenance
- Total effluent flow to the South Umpqua River = 45.371 M.G.
- Total Effluent flow to the M.C. Golf Course = 0 M.G.
- Myrtle Creek influent flow = 21.010 M.G.
- Tri-City Influent Flow = 24.535 M.G.
- Total Effluent = 45.371 M.G.
- Budgets

# Scope Document

## Review and Amendment of Animal Code

### Summary:

On March 5, 2024, Myrtle Creek City Council approved the creation of a formal review board to review the current animal code and make recommendations for revisions that will broaden the code to include domestic animals as well as livestock. The revised code will also address the humane treatment of animals.

### Tentative Schedule for Board Selection and First Meeting Scheduling

March 19– Present project scope to City Council

April 2– Present Board Member Application and process for City Council approval

April 3 – May 3 – Post and solicit applicants for review board

May 7 – City Council Review of applications and selection of board members

May 8 – 10 – Notify applicants of City Council selection of board members

May 11-15 Establish and Confirm date for Kickoff Meeting to be scheduled the week of June 1<sup>st</sup>.

June 1 – 4 – Kickoff Meeting with subsequent meetings dates set and timelines established

### Alternate Schedule to allow for work session to discuss matter with City Attorney

March 19– Present project scope to City Council

April 2– Work session with City Attorney to discuss Animal Codes

April 16 - Present board member application and process for City Council approval

April 17 – May 17 – Post and solicit applicants for review board

June 4 – City Council Review of applications and selection of board members

June 5 -7 – Notify applicants of City Council selection of board members

June 10 -14 Establish and Confirm date for Kickoff Meeting to be scheduled the week of June 17.

June 17-21 – Kickoff Meeting with subsequent meetings dates set and timelines established

### Animal Code Review Board Makeup

The Animal Code Review Board will have seven (7) members. Two positions on the board will be held by City Councilors. The other five positions will be filled by community members living within the city limits of Myrtle Creek. The five community member held positions will have voting power while conducting review board business. The two positions held by Councilors will not be voting positions but will provide input during board discussion.

The City Administrator, Chief of Police, and City Recorder will attend board meetings. Their participation will be limited to providing input on the issues being addressed and to provide the pros, cons, and impacts of potential amendments.

At the first meeting of the Animal Code Review Board a presiding Chairperson and Vice Chairperson will be elected from the two City Councilors on the Board. The Chairperson will be responsible for running the meeting. The Vice Chairperson will be responsible for running the meeting in the absence of the Chairperson.

Meetings will be run using the Roberts Rules of Order basic framework. Decisions will be made by way of a motion, second, and then a vote. A simple majority will determine if a motion passes. In the event of a tie vote the motion will fail.

### Public Meeting Law

Legislative taskforces fall under the requirements of the Oregon Public Meeting Laws (ORS 192.610-192.690). Because the Animal Code Review Board is a formal board appointed by the City Council, to review and make recommendations for City code amendments it meets the definition of a legislative taskforce. Therefore, meetings will be subject to public meeting laws. All meetings will be posted and open to the public. Minutes will be taken and posted on the City website. The City Recorder will be responsible for ensuring all public meeting laws are adhered to.

### Legal Review

Once the Animal Code Review Board has finalized a draft of the new animal code it will be sent to the City Attorney for review. The review will ensure there is no contradiction with state law or create any unintended consequences for the City.

Attorney comments will be presented to the Board so amendments to the proposed can be made.

This review process will continue until the City Attorney approves the draft of the new code to be presented to City Council for review and approval.

# Myrtle Creek - City Council Agenda Report

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## Agenda item: If I Were Mayor Contest Winner

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Meeting Date: 3/19/2024

Primary Staff Contact: Joanna Bilbrey

Department: Administration

E-Mail: [jbilbrey@myrtlecreek.org](mailto:jbilbrey@myrtlecreek.org)

Secondary Dept.:

Secondary Contact:

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### Issue before the Council:

The Oregon Mayor's Association is currently holding the 2024 "If I Were Mayor" contest. The Mayor and City Recorder presented the contest to the 4<sup>th</sup> and 5<sup>th</sup> grade classes at Myrtle Creek Elementary.

The Contest winner for Myrtle Creek is Ruby LeFever. The City will be sending Rudy's drawing onto the Oregon Mayor's Association where it will be entered into the statewide contest.

Congratulations Ruby!

# IF I WERE MAYOR...

I would put in recycling bins on each corner to promote recycling in Myrtle Creek.



I would create a community garden, where people could enjoy

could enjoy  
fresh food  
and beautiful  
plants and flowers



**I would make a soup kitchen and shelter for the homeless in Myrtle Creek.**





February 27, 2024

Dear Friends,

Spring is just around the corner and preparations have started for the beautiful hanging flower baskets that line our city streets each year. We want to recognize Littleriver Greenhouse in Glide for such a wonderful job on the baskets last year and thank them for agreeing to provide our flowers this year.

The hanging flower basket program is accomplished solely through donations from generous supporters like yourself. Each year the Myrtle Creek Lions Club collects donations to order flower baskets and arranges for their watering and care as a way to give back to the community.

This is a volunteer program, sponsored by the Myrtle Creek Lions Club. All funds raised go to the purchase of the flower baskets, delivery fees, and to hire someone to water and fertilize the baskets throughout the season.

Last year we set a goal of raising \$6,500 to purchase and care for 69 flower baskets. We were amazed by everyone's generosity, and we reached that goal. Unfortunately, with the rising costs of fertilizer and the increase in our summer temperatures requiring increased watering it did not cover the total for the project. This year we have set a goal of \$8,000.

If you would like to partner with us, please make your check **payable to: Myrtle Creek Lions Club** and mail to Myrtle Creek Lions Club, Attn: Flower Baskets, PO Box 595, Myrtle Creek, OR 97457 by June 1, 2022. If you have any questions, please feel free to contact me at [jbilbrey@myrtlecreek.org](mailto:jbilbrey@myrtlecreek.org).

Thank you for your support and donations. This wonderful project only continues through donations from generous donors like you.

Sincerely,

Joanna Bilbrey  
Fundraising Chair  
Myrtle Creek Lions Club

