



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

**AGENDA PACKET 10/17/2023**

*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, October 17, 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. 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 October 3, 2023

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

5.2 Acknowledge receipt of Payroll & Claims Report for September 2023

**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.*

**8. Ordinances and Resolutions**

*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.*

8.1 **Ordinance 854** – SECOND READ – An Ordinance Amending the Myrtle Creek Municipal Code Chapter 3.05 Public Contracting and Repealing Ordinances 11-005 and 739.

**9. City Administrator Report**

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

**11. 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.*

**12. Adjournment**



# CITY OF MYRTLE CREEK

## REGULAR MEETING OF THE CITY COUNCIL

**DATE:** October 3, 2023

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

**PRESIDING OFFICER:** Mayor Matthew Hald

**COUNCILORS PRESENT:** Councilors: 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, Police Chief Jonathan Brewster

**CALL TO ORDER:** Mayor Matthew Hald called the October 3, 2023 meeting to order at 5:30 PM

### PUBLIC PRESENTATION

No public presentations

### CITIZEN COMMENT ON NON-AGENDA ITEM

No citizens comments.

### CONSENT AGENDA

Motion was made by Councilor Burnett and seconded by Councilor Dillon to approve the Meeting Minutes for September 19, 2023, as presented. Discussion: none followed

Vote: Motion passed unanimously.

### REGULAR AGENDA

#### Council Discussion – South Douglas Rodeo

Council conducted a follow-up discussion on the South Douglas Rodeo Rabbit Scramble.

**Jamie McElmurry** - representative of the South Douglas Rodeo. She shared that the Rodeo Board does not meet again until January 2024.

**Julie Sproul** – community representative against rabbit scramble.

## **ORDINANCES & RESOLUTIONS**

### **Resolution 23-13 – A Resolution amending the City of Myrtle Creek Handbook of Fees and Charges**

City Administrator Lonnie Rainville reviewed each of the Handbook of Fees and Charges categories with Council and the suggested changes. Council suggested to amend the Peddler/Solicitor license to match that of the Business License. There was a suggestion to keep the pool at \$1.00 entry, but an understanding that the costs are going up for maintenance.

Motion was made by Councilor Burnett to approve the suggested changes to the Handbook of Fees and Charges with the additional change to the suggested Peddler License. Motion was seconded by Councilor Dillon. Discussion: none  
Vote: Motion passed unanimously.

Motion was made by Councilor Burnett to approve Resolution 23-13 – A Resolution Amending the City of Myrtle Creek Handbook of Fees and Charges. Motion was seconded by Councilor Dillon. Discussion: none  
Vote: Motion passed unanimously.

### **Ordinance 854 – FIRST READ – An Ordinance Amending the Myrtle Creek Municipal Code Chapter 3.05 Public Contracting and Repealing Ordinances No. 11-005 and 739**

City Administrator Lonnie Rainville shared changes to the Public Procurement Code by Senate Bill 1047. It was suggested to also change the City Administrator procurement power to match the state low level procurement amount as listed in SB 1047,

Motion was made by Councilor Chaney to approve the First Read of Ordinance 854 An Ordinance Amending the Myrtle Creek Municipal Code Chapter 3.05 Public Contracting and Repealing Ordinances No. 11-005 and 739. Motion was seconded by Councilor Larson. Discussion: Clarification on the changes to the procurment levels and the City Administrator limit. A comparison was given of other Oregon cities and the administrative limits.

Vote: Motion passed unanimously.

## **CITY ADMINISTRATOR REPORT**

Stevenson Street is getting ready to be paved. Public Works Foreman Daniel Walton has resigned and will be moving to the Winston Dillard Water District. The City of Myrtle Creek, Canyonville, and Riddle have been working with the Oregon Main Street Association to become a group member of the rural tier grouped together with a themed partnership. The LOC Annual Conference is next week.

Police Chief Jonathan Brewster shared about a program called Meet your Local First Responders. The event will be held at South Umpqua High School on October 4, 2023 beginning at 5:00 PM.

The owner of the Rose Motel has filed a Planning Clearance Worksheet and appears to be working with the County to make the required improvements.

The cost estimate came back for adding lighting to the bridge coming into town. It is recommended to not do any more research as the initial estimate came in at \$200,000 to \$300,000.

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

Councilor Chaney shared that the Friends of the Myrtle Creek Library will be hosting their Silent Disco on the 14<sup>th</sup>. The Elks Golf Tournament is this Saturday, October 7<sup>th</sup>. Councilor Dillon shared that he has received his CPA. Councilor Harris shared the Happy Donut provided the donuts for the Southern Oregon Trade & Career.

#### **ADJOURNMENT**

Mayor Matthew Hald adjourned the regular meeting of the City Council for October 3, 2023 at 6:45 P.M.

---

Matthew Hald, Mayor

Attest:

---

Joanna Bilbrey  
City Recorder

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

<b>FUND #</b>	<b>FUND DESCRIPTION</b>	<b>BILLS</b>	<b>P/R</b>	<b>TOTAL</b>
100	GENERAL FUND	232,865.90	10,800.83	<b>243,666.73</b>
150	PUBLIC SAFETY	17.72	-	<b>17.72</b>
200	SEWER FUND	57,971.18	17,615.43	<b>75,586.61</b>
210	SEWER CONSTRUCTION	144,712.80	-	<b>144,712.80</b>
250	WATER FUND	57,813.65	12,156.46	<b>69,970.11</b>
255	METER DEPOSITS	-	-	<b>-</b>
260	WATER CONSTRUCTION	6,405.00	-	<b>6,405.00</b>
280	AIRPORT FUND	696.34	-	<b>696.34</b>
300	STREET FUND	17,249.81	3,976.61	<b>21,226.42</b>
430	WWTP REPAY FUND	-	-	<b>-</b>
450	WTP E RES DEBT FUND	-	-	<b>-</b>
500	PARK DEVELOPMENT	332.72	-	<b>332.72</b>
550	RV PARK FUND	2,468.39	-	<b>2,468.39</b>
580	CAPITAL PROJECTS FUND	-	-	<b>-</b>
<b>TOTAL ALL FUNDS</b>		<b>520,533.51</b>	<b>44,549.33</b>	<b>565,082.84</b>

# Accounts Payable

## Checks by Date - Detail by Check Date

User: lhiscocks  
Printed: 10/3/2023 10:39 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
47862	4561	ADVANTAGE SECURITY LLC	09/01/2023	
	7871851	WATER TREATMENT PLANT		68.25
	7871851	WASTE WATER TREATMENT PLANT		59.85
Total for Check Number 47862:				128.10
47863	1315	CASCADE FIRE EQUIPMENT CO	09/01/2023	
	6786	FIRE		175.12
	6946	FIRE		841.02
Total for Check Number 47863:				1,016.14
47864	099W	CITY OF MC - WATER BILLS	09/01/2023	
	JULY 23	WATER & SEWER - LIBRARY	502	137.14
	JULY 23	WATER & SEWER - POOL	108	82.09
	JULY 23	WATER & SEWER - PUB WORKS	871	128.00
	JULY 23	WATER & SEWER - PARKS	PARKS	1,468.58
	JULY 23	WATER & SEWER - WWTP	875, 875-001	129.50
	JULY 23	WATER & SEWER - COMM CTR	77	133.72
	JULY 23	WATER & SEWER - FIRE	1135	138.28
	JULY 23	WATER & SEWER - PUB BLDGS	2, 1	256.00
Total for Check Number 47864:				2,473.31
47865	1901	COASTAL PAPER & SUPPLY	09/01/2023	
	624550	POOL		98.28
	624550	SUPPORT SERVICES		230.34
Total for Check Number 47865:				328.62
47866	1507	COOPERS PEST CONTROL	09/01/2023	
	26655	FIRE		52.00
	26708	PUBLIC BUILDINGS		52.00
Total for Check Number 47866:				104.00
47867	7980	CTX - Copytronix - A Xerox Company	09/01/2023	
	JULY23	COPY EXPENSE - PUBLIC BUILDINGS		26.42
	JULY23	COPY EXPENSE - WATER MAINT		2.45
	JULY23	COPY EXPENSE - PARK DEVELOPMENT		1.69
	JULY23	COPY EXPENSE - POLICE		0.41
	JULY23	COPY EXPENSE - COURT		0.04
	JULY23	COPY EXPENSE - SUPPORT SERVICE		97.23
	JULY23	COPY EXPENSE - PUB WORKS		3.19
	JULY23	COPY EXPENSE - SPRINGBROOK		1.09
	JULY23	COPY EXPENSE - POOL		9.73
	JULY23	COPY EXPENSE - FIRE		0.16
Total for Check Number 47867:				142.41
47868	1103	EBS TRUST	09/01/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		PR Batch 00002.08.2023 Medical/Vision Premiu	PR Batch 00002.08.2023 Mec	1,702.09
		PR Batch 00002.08.2023 Dental Premium 5%	PR Batch 00002.08.2023 Den	129.14
		PR Batch 00002.08.2023 Medical/Vision Insurar	PR Batch 00002.08.2023 Mec	32,340.44
		PR Batch 00002.08.2023 Dental Insurance	PR Batch 00002.08.2023 Den	2,456.20
			Total for Check Number 47868:	36,627.87
47869	1544 623931-1	EMERALD POOL & PATIO POOL	09/01/2023	206.48
			Total for Check Number 47869:	206.48
47870	1583 1216219-1	FERGUSON WATERWORKS #3011 WATER MAINT	09/01/2023	31.59
			Total for Check Number 47870:	31.59
47871	2073 8232023	GOSSELIN CONSTRUCTION STREETS	09/01/2023	4,351.00
			Total for Check Number 47871:	4,351.00
47872	6752 20488	HAPPY HILLS TREE SERVICE, LLC PARKS	09/01/2023	125.00
			Total for Check Number 47872:	125.00
47873	5701 CL84033 CL84033 CL84033 CL84033	HAYS OIL COMPANY FIRE SUPPORT SERVICES PUBLIC WORKS PARKS	09/01/2023	184.54 50.47 963.56 225.59
			Total for Check Number 47873:	1,424.16
47874	6590 51607138 51607138 51607138 51607138 51607138	HOME DEPOT PRO formerly Supply Wor RV PARK PUBLIC BUILDINGS PUBLIC WORKS POOL PARK	09/01/2023	27.60 28.98 27.14 83.87 27.14
			Total for Check Number 47874:	194.73
47875	4558	I.B.E.W. LOCAL UNION 659 PR Batch 00002.08.2023 Union Dues PR Batch 00002.08.2023 Union Dues	09/01/2023 PR Batch 00002.08.2023 Unio PR Batch 00002.08.2023 Unio	283.83 36.21
			Total for Check Number 47875:	320.04
47876	4543 U2316035414	ICONIX WATERWORKS (US) INC. PARKS	09/01/2023	285.15
			Total for Check Number 47876:	285.15
47877	2015 3135561422	IDEXX LABORATORIES, INC WWTP	09/01/2023	416.67
			Total for Check Number 47877:	416.67
47878	2109 702755	KNIFE RIVER WM	09/01/2023	595.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 47878:	595.00
47879	2351 76500236440	LES SCHWAB PUBLIC WORKS	09/01/2023	602.96
			Total for Check Number 47879:	602.96
47880	8760 116949	LEXIPOL POLICE	09/01/2023	815.76
			Total for Check Number 47880:	815.76
47881	1407 IamResponding	M C VOLUNTEER FIRE DEPT FIRE	09/01/2023	810.00
			Total for Check Number 47881:	810.00
47882	4424 00563231	MOTION INDUSTRIES, INC. WASTE WATER TREATMENT PLANT	09/01/2023	9,012.17
			Total for Check Number 47882:	9,012.17
47883	1116 7030	MYRTLE CREEK AUTO SUPPLY police	09/01/2023	10.08
			Total for Check Number 47883:	10.08
47884	1228	OREGON DEPT OF JUSTICE PR Batch 00002.08.2023 Child Support	09/01/2023 PR Batch 00002.08.2023 Chil	225.00
			Total for Check Number 47884:	225.00
47885	8820 5081	PURE WATER AQUATICS Pool	09/01/2023	223.89
			Total for Check Number 47885:	223.89
47886	1669 OR LIC 091 EMV OR LIC 734 JGT	RIDDLE TOWING & RECOVERY Police Police	09/01/2023	297.00 297.00
			Total for Check Number 47886:	594.00
47887	3450 1380	SHARP IMPRESSIONS FIRE	09/01/2023	180.00
			Total for Check Number 47887:	180.00
47888	0409 8071421082	STAPLES SUPPORT SERVICE	09/01/2023	104.43
			Total for Check Number 47888:	104.43
47889	3530 9982555975	STAPLES WATER TREATMENT PLANT	09/01/2023	51.78
			Total for Check Number 47889:	51.78
47890	1845 251538	THE STEEL OUTLET, INC PARK DEVELOPMENT	09/01/2023	263.76

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 47890:	263.76
47891	1220	U S NATIONAL BANK PR Batch 00002.08.2023 Police Union Dues	09/01/2023 PR Batch 00002.08.2023 Poli	200.00
			Total for Check Number 47891:	200.00
47892	1200 M071645 M071658 M071745	UMPQUA RESEARCH COMPANY WASTE WATER TREATMENT PLANT WASTE WATER TREATMENT PLANT WASTE WATER TREATMENT PLANT	09/01/2023	55.80 148.00 55.80
			Total for Check Number 47892:	259.60
47893	6595 230247	US WEST CORPORATION WTP	09/01/2023	287.50
			Total for Check Number 47893:	287.50
47894	1648 INV00115693	USA BLUE BOOK WTP	09/01/2023	477.82
			Total for Check Number 47894:	477.82
47895	1205 0093986	VALLEY TIRE CENTER POINT S PARKS	09/01/2023	25.99
			Total for Check Number 47895:	25.99
47896	1687 082023	ZIPLY FIBER SUPPORT SERVICES	09/01/2023	90.92
			Total for Check Number 47896:	90.92
			Total for 9/1/2023:	63,005.93
95083023	050S 95083023 95083023 95083023	UMPQUA BANK-EFTPS (STATE) STATE WH TAXES OREGON PAID LEAVE TAX STATE TRANSIT TAXES	09/02/2023	5,297.22 710.54 80.78
			Total for Check Number 95083023:	6,088.54
			Total for 9/2/2023:	6,088.54
88844420	8430 CL44420	SNIDER ENERGY / PACIFIC PRIDE POLICE	09/07/2023	667.82
			Total for Check Number 88844420:	667.82
			Total for 9/7/2023:	667.82
47897	2137 Aug 2023 Aug 2023 Aug 2023 Aug 2023	AVISTA UTILITIES GAS HEAT - PUB BLDGS GAS HEAT - SEWER MT GAS HEAT - COMM CTR GAS HEAT - WWTP	09/08/2023 264966 269006 268180 74666	27.72 17.51 30.64 2,150.49

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Aug 2023	GAS HEAT - SEWER MT	270193	17.51
	Aug 2023	GAS HEAT - FIRE	269650	30.64
	Aug 2023	GAS HEAT - PUB WORKS	269323	17.51
	Aug 2023	GAS HEAT - POOL	265671	765.79
				<hr/>
Total for Check Number 47897:				3,057.81
47898	2288 1828295	C & K MARKET WWTP	09/08/2023	15.48
				<hr/>
Total for Check Number 47898:				15.48
47899	1431 176612301082223 176612301082223	CHARTER COMMUNICATIONS Fire Fire	09/08/2023	99.98 243.55
				<hr/>
Total for Check Number 47899:				343.53
47900	2164 GC0011770	CODE PUBLISHING, INC SS	09/08/2023	399.50
				<hr/>
Total for Check Number 47900:				399.50
47901	1940 DCSO-FY24-02 MC	DOUGLAS CO SHERIFF'S OFFICE Police	09/08/2023	1,245.96
				<hr/>
Total for Check Number 47901:				1,245.96
47902	8688 1234340 1234340 287200 287200	DOUGLAS FAST NET WWTP WTP RV Park Airport	09/08/2023	318.04 318.05 112.49 122.18
				<hr/>
Total for Check Number 47902:				870.76
47903	4558 7142023	I.B.E.W. LOCAL UNION 659	09/08/2023	320.05
				<hr/>
Total for Check Number 47903:				320.05
47904	2205 22-10-0089	LASKEY-CLIFTON CORPORATION Sewer Construction	09/08/2023	117,719.75
				<hr/>
Total for Check Number 47904:				117,719.75
47905	1407 1356981	M C VOLUNTEER FIRE DEPT Fire	09/08/2023	635.00
				<hr/>
Total for Check Number 47905:				635.00
47906	1116 7219	MYRTLE CREEK AUTO SUPPLY Police	09/08/2023	72.74
				<hr/>
Total for Check Number 47906:				72.74
47907	1089 860-1235335 860-1243834 860-1247395 860-1251343	NAPA AUTO PARTS Fire PW WWTP WWTP	09/08/2023	383.98 15.29 142.00 26.49

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47907:				567.76
47909	1833	ONE CALL CONCEPTS, INC	09/08/2023	
	3080435	WM		11.20
	3080435	SM		11.20
Total for Check Number 47909:				22.40
47910	1251	OREGON LINEN	09/08/2023	
	Aug 2023	Police		32.57
	Aug 2023	Fire		49.68
	Aug 2023	PB		71.91
	Aug 2023	WWTP		19.18
Total for Check Number 47910:				173.34
47911	5422	PAR WEST TURF SERVICE, INC	09/08/2023	
	INV-PW201233	Parks		1,484.18
Total for Check Number 47911:				1,484.18
47912	4000	PITNEY BOWES - Purchase Power	09/08/2023	
	9090-0579-7910	SS		500.00
Total for Check Number 47912:				500.00
47913	1154	PITNEY BOWES GLOBAL FINANCIAL	09/08/2023	
	3317948202	SS		164.55
Total for Check Number 47913:				164.55
47914	1283	CITY OF ROSEBURG	09/08/2023	
	September	CONTRACTUAL SVCS-COURT	Judge Services	1,287.50
Total for Check Number 47914:				1,287.50
47915	1341	SOUTH UMPQUA DISPOSAL	09/08/2023	
	Aug 2023	WTP		126.00
	Aug 2023	WWTP		166.75
	Aug 2023	CC		100.60
	Aug 2023	Airport		41.10
	Aug 2023	PB		131.10
	Aug 2023	RV Park		338.50
	Aug 2023	PW		126.00
	Aug 2023	Fire		100.60
Total for Check Number 47915:				1,130.65
47916	2305	SPRINGBROOK HOLDING COMPANY I	09/08/2023	
	INV-014431	OPERATING SUPPLIES - STREETS	Online Bill Pay	23.22
	INV-014431	OPERATING SUPPLIES - SEWER MT	Online Bill Pay	425.70
	INV-014431	OPERATING SUPPLIES - WATER MT	Online Bill Pay	325.08
Total for Check Number 47916:				774.00
47917	8832	SYSTECH	09/08/2023	
	9775	ARPA		1,909.55
	9775	WWTP		312.75
	9775	SS		2,617.65
	9775	RV Park		50.00
	9802	SS		524.98

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9802	Police		204.99
			Total for Check Number 47917:	5,619.92
47918	1200	UMPQUA RESEARCH COMPANY	09/08/2023	
	M071767	WTP		648.00
	M071802	WWTP		55.80
	M071880	WWTP		55.80
			Total for Check Number 47918:	759.60
47919	8650	UMPQUA VALLEY FINANCIAL, LLC	09/08/2023	
	7274	SS		3,000.00
			Total for Check Number 47919:	3,000.00
47920	7979	US BANK EQUIPMENT FINANCE	09/08/2023	
	Aug 2023	COPIER EXPENSE - FIRE		69.25
	Aug 2023	COPIER EXPENSE - SUPP SVCS		207.72
			Total for Check Number 47920:	276.97
8889823	1195	STANDARD INSURANCE	09/08/2023	
	9619033	LIFE INSURANCE - SUPP SVCS		27.57
	9619033	LIFE INSURANCE - STREETS		9.20
	9619033	LIFE INSURANCE - PUB BLDGS		4.60
	9619033	LIFE INSURANCE - FIRE		254.90
	9619033	LIFE INSURANCE - COURT		9.20
	9619033	LIFE INSURANCE - WATER PLANT		18.42
	9619033	LIFE INSURANCE - WWTP		18.33
	9619033	LIFE INSURANCE - SEWER MT		16.84
	9619033	LIFE INSURANCE - POLICE		81.52
	9619033	LIFE INSURANCE - WATER MT		19.92
	9619033	LIFE INSURANCE - PARKS		22.97
			Total for Check Number 8889823:	483.47
			Total for 9/8/2023:	140,924.92
99983123	1224	OREGON PERS	09/12/2023	
	99983123	Employer Amount		11,270.48
	99983123	Pickup Amount		3,413.44
			Total for Check Number 99983123:	14,683.92
			Total for 9/12/2023:	14,683.92
88845854	8430	SNIDER ENERGY / PACIFIC PRIDE	09/14/2023	
	CL45854	POLICE		384.90
			Total for Check Number 88845854:	384.90
			Total for 9/14/2023:	384.90
47921	1226	AFLAC INSURANCE	09/15/2023	
		PR Batch 00001.09.2023 AFLAC INS	PR Batch 00001.09.2023 AFL	35.49
		PR Batch 00001.09.2023 AFLAC INS (Pretax)	PR Batch 00001.09.2023 AFL	381.86

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 47921:	417.35
47922	1067 8302023	ALL ROCK LLC STREETS	09/15/2023	157.90
			Total for Check Number 47922:	157.90
47923	1181 13581 13674 14119 14405	ALLEN RENTAL PARK DEV STREETS	09/15/2023	65.74 321.55
			Total for Check Number 47923:	387.29
47924	1758 S097128	Complete Wireless Solutions ARPA police portable radios	09/15/2023	10,375.90
			Total for Check Number 47924:	10,375.90
47925	1507 27535 27860	COOPERS PEST CONTROL PUBLIC BUILDINGS PUBLIC BUILDINGS	09/15/2023	50.00 52.00
			Total for Check Number 47925:	102.00
47926	1125 82422	DOLE COALWELL COURTS	09/15/2023	1,264.80
			Total for Check Number 47926:	1,264.80
47927	1045 28905	DOUGLAS COUNTY FARMERS CO-OP PARKS	09/15/2023	12.95
			Total for Check Number 47927:	12.95
47928	7778 82023	FRIENDS OF MYRTLE CREEK LIBRAR SUPPORT SERVICES	09/15/2023	100.00
			Total for Check Number 47928:	100.00
47929	5701 CL84757 CL84757 CL84757	HAYS OIL COMPANY PARKS FIRE PUBLIC WORKS	09/15/2023	206.09 222.24 807.21
			Total for Check Number 47929:	1,235.54
47930	6590 760117648 760117648 761563113 761563113 762742856 762967859 762967859	HOME DEPOT PRO formerly Supply Wor PARKS RV PARKS parks PUBLIC WORKS PARKS RV PARKS PARKS	09/15/2023	29.28 14.64 57.96 103.41 28.77 29.39 58.77
			Total for Check Number 47930:	322.22
47931	4558	I.B.E.W. LOCAL UNION 659 PR Batch 00001.09.2023 Union Dues	09/15/2023 PR Batch 00001.09.2023 Unio	320.05
			Total for Check Number 47931:	320.05

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
47932	4543 U2316037648	ICONIX WATERWORKS (US) INC. PARKS	09/15/2023	355.06
Total for Check Number 47932:				355.06
47933	2721 UTV-0	KUBOTA TRACTOR CORPORATION ARPA- PW & Parks Pallet forks	09/15/2023	1,525.00
Total for Check Number 47933:				1,525.00
47934	UB*00328	KISSTY LANE Refund Check 005407-000, 731 NE JENNY LA Refund Check 005407-000, 731 NE JENNY LA Refund Check 005407-000, 731 NE JENNY LA Refund Check 005407-000, 731 NE JENNY LA	09/15/2023	2.58 43.79 33.84 2.14
Total for Check Number 47934:				82.35
47935	4628 67323	LOCAL GOVERNMENT LAW GROUP P SUPPORT SERVICES	09/15/2023	64.50
Total for Check Number 47935:				64.50
47936	0740 6313	MARY HOISINGTON, LMFT LLC POLICE	09/15/2023	640.00
Total for Check Number 47936:				640.00
47937	1039 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023 AUG 2023	MSK BUILDING SUPPLY RV PARK SUPPORT SERVICES STREETS STREETS WATER TREATMENT PLANT WATER MAINT WATER TREATMENT PLANT PUBLIC WORKS POLICE PUBLIC WORKS PARK WATER TREATMENT PLANT PARK POOL PARK AIRPORT PUBLIC BUILDINGS	09/15/2023	40.31 24.99 7.49 74.49 18.99 6.58 18.99 11.36 28.97 2.00 22.96 12.62 3.79 22.86 142.63 29.89 55.63
Total for Check Number 47937:				524.55
47938	1116 7214	MYRTLE CREEK AUTO SUPPLY POLICE	09/15/2023	10.08
Total for Check Number 47938:				10.08
47939	1119 345253 345434 347186 5512 5692 7157	MYRTLE CREEK SAW SHOP PARKS WASTE WATER TREATMENT PLANT FIRE PARKS	09/15/2023	138.50 66.00 125.75 36.98
Total for Check Number 47939:				367.23

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
47940	1228	OREGON DEPT OF JUSTICE PR Batch 00001.09.2023 Child Support	09/15/2023 PR Batch 00001.09.2023 Chil	225.00
			Total for Check Number 47940:	225.00
47941	1260 407	PATTON MACHINE SHOP WASTE WATER TREATMENT PLANT	09/15/2023	160.00
			Total for Check Number 47941:	160.00
47942	1283 July 23	CITY OF ROSEBURG CONTRACTUAL SVCS-COURT	09/15/2023 Judge Services	37.50
			Total for Check Number 47942:	37.50
47943	1175 AUG 2023 AUG 2023 AUG 2023	SHIRTCLIFF OIL COMPANY PARKS WASTE WATER TREATMENT PLANT PUBLIC WORKS	09/15/2023	466.70 48.40 106.00
			Total for Check Number 47943:	621.10
47944	1276 0041885	SUNRISE ENTERPRISES of ROSEBURG CONTRACTUAL SERVICES - PUB BLD	09/15/2023	1,203.37
			Total for Check Number 47944:	1,203.37
47945	1220	U S NATIONAL BANK PR Batch 00001.09.2023 Police Union Dues	09/15/2023 PR Batch 00001.09.2023 Poli	200.00
			Total for Check Number 47945:	200.00
47946	1200 M071008 M071773	UMPQUA RESEARCH COMPANY WASTE WATER TREATMENT PLANT WATER TREATMENT PLANT	09/15/2023	55.80 96.00
			Total for Check Number 47946:	151.80
47947	4598 1038891	UMPQUA VALLEY TRACTOR PARKS	09/15/2023	76.46
			Total for Check Number 47947:	76.46
47948	6595 230256	US WEST CORPORATION WATER TREATMENT PLANT	09/15/2023	1,219.85
			Total for Check Number 47948:	1,219.85
88891523	1832 9.15.23	NATIONWIDE RETIREMENT SOLUTIO PR Employee 457B Plan	09/15/2023 25992001	1,275.00
			Total for Check Number 88891523:	1,275.00
94191523	050F 94191523 94191523 94191523	UMPQUA BANK-EFTPS (FED) Federal WH Taxes Medicare Taxes FICA Taxes	09/15/2023	5,202.58 1,764.88 7,546.42
			Total for Check Number 94191523:	14,513.88
			Total for 9/15/2023:	37,948.73



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
88891823	RV385 88809182023	FIREFLY RESERVATIONS RV PARK	09/18/2023	339.00
Total for Check Number 88891823:				339.00
95091523	050S SEPT1523 SEPT1523 SEPT1523	UMPQUA BANK-EFTPS (STATE) STATE WH TAXES OREGON PAID LEAVE STATE TRANSIT TAXES	09/18/2023	3,977.66 596.32 59.64
Total for Check Number 95091523:				4,633.62
888891823	4529 135914	HRA VEBA TRUST HRA/VEBA	09/18/2023 VEBA	4,125.00
Total for Check Number 888891823:				4,125.00
Total for 9/18/2023:				9,097.62
87619	2855 9.2023 9.2023 9.2023	BMS TECHNOLOGIES POSTAGE & ENVELOPES - WATER MT POSTAGE & ENVELOPES - STREETS POSTAGE & ENVELOPES - SEWER MT	09/20/2023	443.93 31.71 581.33
Total for Check Number 87619:				1,056.97
Total for 9/20/2023:				1,056.97
88892623	1097 09112023 09112023	AT&T MOBILITY PUBLIC WORKS POLICE	09/26/2023	132.06 300.24
Total for Check Number 88892623:				432.30
Total for 9/26/2023:				432.30
99991523	1224 99991523 99991523	OREGON PERS Pickup Amount Employer Amount	09/27/2023	3,436.67 12,326.72
Total for Check Number 99991523:				15,763.39
Total for 9/27/2023:				15,763.39
47949	4561 7908503 7908503	ADVANTAGE SECURITY LLC WASTE WATER TREATMENT PLANT WATER TREATMENT PLANT	09/29/2023	59.85 68.25
Total for Check Number 47949:				128.10
47950	1311 876426 877122 877122	CASCADE COLUMBIA DIST CO WATER TREATMENT PLANT WATER TREATMENT PLANT WASTE WATER TREATMENT PLANT	09/29/2023	5,630.77 9,508.00 5,148.57

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47950:				20,287.34
47951	1315	CASCADE FIRE EQUIPMENT CO	09/29/2023	
	5089	FIRE		1,522.00
	5144	FIRE		320.00
	INV7542	FIRE		1,556.00
Total for Check Number 47951:				3,398.00
47952	099W	CITY OF MC - WATER BILLS	09/29/2023	
	Aug 2023	WATER & SEWER - POOL	108	164.61
	Aug 2023	WATER & SEWER - COMM CTR	77	133.95
	Aug 2023	WATER & SEWER - PARKS	PARKS	1,349.03
	Aug 2023	WATER & SEWER - LIBRARY	502	140.44
	Aug 2023	WATER & SEWER - PUB BLDGS	2, 1	256.00
	Aug 2023	WATER & SEWER - FIRE	1135	138.30
	Aug 2023	WATER & SEWER - WWTP	875, 875-001	154.80
	Aug 2023	WATER & SEWER - PUB WORKS	871	128.00
Total for Check Number 47952:				2,465.13
47953	1507	COOPERS PEST CONTROL	09/29/2023	
	25544	WASTE WATER TREATMENT PLANT		200.00
	27779	FIRE		52.00
Total for Check Number 47953:				252.00
47954	7980	CTX - Copytronix - A Xerox Company	09/29/2023	
	IN3687653	WTP		2.94
	IN3687653	SS		77.75
	IN3687653	PB		21.19
	IN3687653	Court		1.81
	IN3687653	Park Dev		1.53
	IN3687653	PW		5.53
	IN3687653	Pool		4.47
	IN3687653	CC		0.02
	IN3687653	WWTP		0.69
Total for Check Number 47954:				115.93
47955	1940	DOUGLAS CO SHERIFF'S OFFICE	09/29/2023	
	DCSO-2024-01	FIRE		5,500.00
Total for Check Number 47955:				5,500.00
47956	1494	THE DYER PARTNERSHIP ENGINEERS	09/29/2023	
	30397	SEWER CONSTRUCTION		8,479.11
	30398	WATER CONSTRUCTION		6,405.00
Total for Check Number 47956:				14,884.11
47957	1103	EBS TRUST	09/29/2023	
		PR Batch 00002.09.2023 Medical/Vision Insuranc	PR Batch 00002.09.2023 Mec	32,340.44
		PR Batch 00002.09.2023 Dental Insurance	PR Batch 00002.09.2023 Den	2,456.20
		PR Batch 00002.09.2023 Medical/Vision Premiu	PR Batch 00002.09.2023 Mec	1,702.09
		PR Batch 00002.09.2023 Dental Premium 5%	PR Batch 00002.09.2023 Den	129.14
Total for Check Number 47957:				36,627.87
47958	1583	FERGUSON WATERWORKS #3011	09/29/2023	
	1195638	WATER MAINT		4,800.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1209135	WATER MAINT		88.89
	1221877	WATER MAINT		345.47
	1221905	WATER MAINT		2,635.05
				<hr/>
Total for Check Number 47958:				7,869.41
47959	2073	GOSSELIN CONSTRUCTION	09/29/2023	
	91823	STREETS		4,921.00
				<hr/>
Total for Check Number 47959:				4,921.00
47960	5701	HAYS OIL COMPANY	09/29/2023	
	CL85512	PARKS		74.10
	CL85512	SUPPORT SERVICES		107.01
	CL85512	FIRE		160.10
	CL85512	PUBLIC WORKS		418.75
				<hr/>
Total for Check Number 47960:				759.96
47961	4558	I.B.E.W. LOCAL UNION 659	09/29/2023	
		PR Batch 00002.09.2023 Union Dues	PR Batch 00002.09.2023 Un	283.83
		PR Batch 00002.09.2023 Union Dues	PR Batch 00002.09.2023 Un	36.21
				<hr/>
Total for Check Number 47961:				320.04
47962	4543	ICONIX WATERWORKS (US) INC.	09/29/2023	
	U2316039329	PARKS		38.97
	U2316040778	Water Maint		303.35
	U2316041291	Water Maint		37.40
	U2316041608	Water Maint		63.00
				<hr/>
Total for Check Number 47962:				442.72
47963	UB*00332	MARQUES JOHNSON	09/29/2023	
		Refund Check 005914-000, 147 SE PETE'S AV		131.60
		Refund Check 005914-000, 147 SE PETE'S AV		10.12
		Refund Check 005914-000, 147 SE PETE'S AV		172.10
		Refund Check 005914-000, 147 SE PETE'S AV		10.13
				<hr/>
Total for Check Number 47963:				323.95
47964	1407	M C VOLUNTEER FIRE DEPT	09/29/2023	
	2436	FIRE		500.00
	2437	FIRE		40.00
	2439	FIRE		500.00
				<hr/>
Total for Check Number 47964:				1,040.00
47965	0712	MICHAEL ROKUS BUILDING & PLUM	09/29/2023	
	1613	RV PARK		499.00
				<hr/>
Total for Check Number 47965:				499.00
47966	UB*00331	LYNN MILLER	09/29/2023	
		Refund Check 003986-000, 1878 * SOUTH MY		10.40
				<hr/>
Total for Check Number 47966:				10.40
47967	1039	MSK BUILDING SUPPLY	09/29/2023	
	Aug 2023	FIRE		136.42
				<hr/>
Total for Check Number 47967:				136.42

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
47968	2167 992023	MYRTLE CREEK BODY SHOP POLICE	09/29/2023	303.00
Total for Check Number 47968:				303.00
47969	2650 492877	NORTH CENTRAL LABORATORIES WWTP	09/29/2023	81.95
Total for Check Number 47969:				81.95
47970	2716 22927	OCCU HEALTH PARKS	09/29/2023	40.00
Total for Check Number 47970:				40.00
47971	1228	OREGON DEPT OF JUSTICE PR Batch 00002.09.2023 Child Support	09/29/2023 PR Batch 00002.09.2023 Chil	225.00
Total for Check Number 47971:				225.00
47972	2111 122221	OVERHEAD DOOR COMPANY Fire	09/29/2023	897.00
Total for Check Number 47972:				897.00
47973	1147	PACIFIC POWER & LIGHT	09/29/2023	
	SEPT 2023	ELECTRIC - PARKS		476.61
	SEPT 2023	ELECTRIC - AIRPORT		503.17
	SEPT 2023	ELECTRIC - PUB WORKS		90.79
	SEPT 2023	ELECTRIC - LIBRARY		291.38
	SEPT 2023	ELECTRIC - WATER PLANT		6,973.19
	SEPT 2023	ELECTRIC - COMM CTR		221.75
	SEPT 2023	RV PARK		647.84
	SEPT 2023	ELECTRIC - SEWER MT		288.21
	SEPT 2023	ELECTRIC - SPRINGBROOK		149.29
	SEPT 2023	ELECTRIC - PUB BLDGS		702.93
	SEPT 2023	ELECTRIC - POOL		708.39
	SEPT 2023	ELECTRIC - WWTP		11,449.89
	SEPT 2023	STREET LIGHTS		1,599.26
	SEPT 2023	ELECTRIC - FIRE		870.85
Total for Check Number 47973:				24,973.55
47974	UB*00329	PREMIER HOMES	09/29/2023	
		Refund Check 004281-006, 953 SE FAIRWAY I		4.13
		Refund Check 004281-006, 953 SE FAIRWAY I		53.72
		Refund Check 004281-006, 953 SE FAIRWAY I		4.14
Total for Check Number 47974:				61.99
47975	UB*00330	JAMES SMITH	09/29/2023	
		Refund Check 005778-000, 961 NE BROADWA		22.61
		Refund Check 005778-000, 961 NE BROADWA		1.33
		Refund Check 005778-000, 961 NE BROADWA		17.92
		Refund Check 005778-000, 961 NE BROADWA		1.33
Total for Check Number 47975:				43.19
47976	3770 200/15427	TROJAN UV WATER TREATMENT PLANT	09/29/2023	4,764.86

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47976:				4,764.86
47977	1197 21850	TUNE UP CENTER PUBLIC WORKS (BLUE WATER TRUCK)	09/29/2023	570.23
Total for Check Number 47977:				570.23
47978	1220	U S NATIONAL BANK PR Batch 00002.09.2023 Police Union Dues	09/29/2023 PR Batch 00002.09.2023 Poli	200.00
Total for Check Number 47978:				200.00
47979	1200 M071997 M072002 M072036 M072086 M072120	UMPQUA RESEARCH COMPANY WWTP WTP WWTP WWTP WWTP	09/29/2023	55.80 96.00 55.80 55.80 148.00
Total for Check Number 47979:				411.40
47980	8650 7390	UMPQUA VALLEY FINANCIAL, LLC SUPPORT SERVICES	09/29/2023	3,000.00
Total for Check Number 47980:				3,000.00
47981	7979 511375925 511375925	US BANK EQUIPMENT FINANCE FIRE SUPPORT SERVICES	09/29/2023	69.25 207.72
Total for Check Number 47981:				276.97
47982	0205 0603896673	US CELLULAR SUPPORT SERVICES	09/29/2023	136.53
Total for Check Number 47982:				136.53
47983	1648 00135521	USA BLUE BOOK WASTE WATER TREATMENT PLANT	09/29/2023	630.89
Total for Check Number 47983:				630.89
47984	4532 3556C89984	XYLEM WATER SOLUTIONS USA INC, Sewer Const.	09/29/2023	18,513.94
Total for Check Number 47984:				18,513.94
47985	1687 Sept 2023 Sept 2023 Sept 2023	ZIPLY FIBER FIRE SPRINGBROOK SUPPORT SERVICES	09/29/2023	7.13 10.75 90.92
Total for Check Number 47985:				108.80
88892823	1449 9.2023 9.2023 9.2023 9.2023 9.2023 9.2023	CARD MEMBER SERVICES POLICE SEWER MAINT WATER MAINT STREETS SUPPORT SERVICES FIRE	09/29/2023	169.97 37.50 37.50 102.92 26.25 30.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9.2023	WASTE WATER TREATMENT PLANT		304.26
	9.2023	SUPPORT SERVICES		63.48
	9.2023	POLICE		455.92
	9.2023	PARKS		52.93
	9.2023	STREETS		59.50
	9.2023	RV PARKS		46.70
	9.2023	GENERAL FUND		279.88
	9.2023	WASTE WATER TREATMENT PLANT		129.95
	9.2023	PUBLIC BUILDINGS		97.58
	9.2023	WATER MAINT		59.50
	9.2023	SUPPORT SERVICES		1,341.55
	9.2023	PARKS		161.44
	9.2023	SUPPORT SERVICES		43.24
	9.2023	PUBLIC WORKS		93.18
	9.2023	SEWER MAINT		59.50
	9.2023	PARKS		186.36
Total for Check Number 88892823:				3,839.11
88892923	1832 SEPT 2023	NATIONWIDE RETIREMENT SOLUTIO PR Employee 457B Plan	09/29/2023 25992001	1,275.00
Total for Check Number 88892923:				1,275.00
94193023	050F	UMPQUA BANK-EFTPS (FED)	09/29/2023	
	941936023	Medicare Taxes		2,064.34
	941936023	Federal WH Taxes		6,042.49
	941936023	FICA Taxes		8,826.78
Total for Check Number 94193023:				16,933.61
888092923	050V	UMPQUA BANK/VISA FEES	09/29/2023	
	Sept 23			206.62
	Sept 23			664.78
	Sept 23			322.92
	Sept 23			870.54
	Sept 23			47.48
	Sept 23			206.62
Total for Check Number 888092923:				2,318.96
Total for 9/29/2023:				179,587.36
Report Total (140 checks):				469,642.40



# Community Development Department Monthly Report

October 17, 2023

---

## General Planning Statistics:

**6 Planning Clearance**

**2 Placement of Manufactured Homes**

**1 Remodel**

**1 Code Violation Remediation**

**1 Lot Line Adjustment**

## Significant Planning Activities:

### **Klimback Ln Sub-Division**

Utilities are being installed in the Klimback Subdivision. Electric conduit has been installed, Avista installed gas lines, low voltage conduit has been installed. The developer is hoping to fully cover the end of the month and begin asphalt patching. Once asphalt work is complete sidewalks will be installed.

### **Tessia's Hill Estates Sub-Division**

Storm line has been installed in phase one section of the subdivision. Waterline is currently being installed. Work has been slowed due to the weather.

### **Millsite Park Walking Path Grant**

Staff are currently working on the grant application for the Millsite walking path. The application requires review by State Dept of Lands, DEQ and ODFW. Documents have been submitted to each agency and we are awaiting response and approval. Application is due by November 15<sup>th</sup>.

Budget Status

User: Ihiscocks  
Printed: 10/3/2023 - 9:01 AM  
Period: 3, 2024

			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	45,654.37	235,516.17	3,985,039.83	3,985,039.83	94.42
		Dept 0000 Sub Totals:	-4,220,556.00	-45,654.37	-235,516.17	-3,985,039.83		
Dept	100-0100	FIRE DEPT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	53,600.00	12,441.49	15,167.25	38,432.75	38,432.75	71.70
06		MATERIALS & SERVICES						
		06 Sub Totals:	128,910.00	15,118.84	21,363.79	107,546.21	107,546.21	83.43
07		CAPITAL OUTLAY						
		07 Sub Totals:	5,500.00	1,522.00	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	29,082.33	38,053.04	194,956.96	194,956.96	83.67
		Dept 0100 Sub Totals:	233,010.00	29,082.33	38,053.04	194,956.96		
Dept	100-0200	MUNICIPAL COURT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	63,558.00	4,490.51	12,478.23	51,079.77	51,079.77	80.37
06		MATERIALS & SERVICES						
		06 Sub Totals:	87,400.00	2,798.27	15,312.27	72,087.73	72,087.73	82.48
		Expense Sub Totals:	150,958.00	7,288.78	27,790.50	123,167.50	123,167.50	81.59
		Dept 0200 Sub Totals:	150,958.00	7,288.78	27,790.50	123,167.50		
Dept	100-0300	LIBRARY DEPT						
06		MATERIALS & SERVICES						
		06 Sub Totals:	11,100.00	568.96	5,525.35	5,574.65	5,574.65	50.22
		Expense Sub Totals:	11,100.00	568.96	5,525.35	5,574.65	5,574.65	50.22
		Dept 0300 Sub Totals:	11,100.00	568.96	5,525.35	5,574.65		
Dept	100-0500	PARKS DEPT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	164,356.00	11,610.67	34,587.55	129,768.45	129,768.45	78.96
06		MATERIALS & SERVICES						
		06 Sub Totals:	61,050.00	7,657.97	15,809.38	45,240.62	45,240.62	74.10
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	19,268.64	50,396.93	180,009.07	180,009.07	78.13
		Dept 0500 Sub Totals:	230,406.00	19,268.64	50,396.93	180,009.07		
Dept	100-0510	COMMUNITY CENTER						
06		MATERIALS & SERVICES						
		06 Sub Totals:	10,350.00	620.68	1,354.14	8,995.86	8,995.86	86.92



			Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
Expense Sub Totals:			10,350.00	620.68	1,354.14	8,995.86	8,995.86	86.92
Dept 0510 Sub Totals:			10,350.00	620.68	1,354.14	8,995.86		
Dept 07	100-0550	GENERAL EQUIPMENT						
		CAPITAL OUTLAY						
		07 Sub Totals:	5,000.00	279.88	279.88	4,720.12	4,720.12	94.40
		Expense Sub Totals:	5,000.00	279.88	279.88	4,720.12	4,720.12	94.40
		Dept 0550 Sub Totals:	5,000.00	279.88	279.88	4,720.12		
Dept 05	100-0600	SWIM POOL						
		PERSONNEL SERVICES						
		05 Sub Totals:	66,940.00	0.00	44,645.36	22,294.64	22,294.64	33.31
06		MATERIALS & SERVICES						
		06 Sub Totals:	23,500.00	2,370.46	13,047.67	10,452.33	10,452.33	44.48
07		CAPITAL OUTLAY						
		07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
		Expense Sub Totals:	90,440.00	2,370.46	57,693.03	32,746.97	32,746.97	36.21
		Dept 0600 Sub Totals:	90,440.00	2,370.46	57,693.03	32,746.97		
Dept 05	100-0700	POLICE DEPT						
		PERSONNEL SERVICES						
		05 Sub Totals:	953,655.00	69,762.09	205,615.38	748,039.62	748,039.62	78.44
06		MATERIALS & SERVICES						
		06 Sub Totals:	160,040.00	5,937.41	19,001.99	141,038.01	141,038.01	88.13
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	75,699.50	224,617.37	889,077.63	889,077.63	79.83
		Dept 0700 Sub Totals:	1,113,695.00	75,699.50	224,617.37	889,077.63		
Dept 05	100-0900	PUBLIC BUILDINGS						
		PERSONNEL SERVICES						
		05 Sub Totals:	56,093.00	4,619.41	13,853.63	42,239.37	42,239.37	75.30
06		MATERIALS & SERVICES						
		06 Sub Totals:	43,400.00	3,032.83	7,931.48	35,468.52	35,468.52	81.72
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	7,652.24	21,785.11	80,707.89	80,707.89	78.74
		Dept 0900 Sub Totals:	102,493.00	7,652.24	21,785.11	80,707.89		
Dept 06	100-1000	PUBLIC WKS/SHOP						
		MATERIALS & SERVICES						
		06 Sub Totals:	35,500.00	4,352.17	10,350.03	25,149.97	25,149.97	70.84
		Expense Sub Totals:	35,500.00	4,352.17	10,350.03	25,149.97	25,149.97	70.84
		Dept 1000 Sub Totals:	35,500.00	4,352.17	10,350.03	25,149.97		
Dept 05	100-1100	SUPPORT SERVICES						
		PERSONNEL SERVICES						
		05 Sub Totals:	400,139.00	31,804.30	95,751.92	304,387.08	304,387.08	76.07
06		MATERIALS & SERVICES						

			Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
		06 Sub Totals:	219,046.00	12,136.80	116,676.54	102,369.46	102,369.46	46.73
07		CAPITAL OUTLAY						
		07 Sub Totals:	318,000.00	15,152.00	15,152.00	302,848.00	302,848.00	95.24
09		MISCELLANEOUS						
		09 Sub Totals:	1,300,419.00	0.00	0.00	1,300,419.00	1,300,419.00	100.00
		Expense Sub Totals:	2,237,604.00	59,093.10	227,580.46	2,010,023.54	2,010,023.54	89.83
		Dept 1100 Sub Totals:	2,237,604.00	59,093.10	227,580.46	2,010,023.54		
		<b>Fund Revenue Sub Totals:</b>	<b>4,220,556.00</b>	<b>45,654.37</b>	<b>235,516.17</b>	<b>3,985,039.83</b>	<b>3,985,039.83</b>	<b>94.42</b>
		<b>Fund Expense Sub Totals:</b>	<b>4,220,556.00</b>	<b>206,276.74</b>	<b>665,425.84</b>	<b>3,555,130.16</b>	<b>3,555,130.16</b>	<b>84.23</b>
		<b>Fund 100 Sub Totals:</b>	<b>0.00</b>	<b>160,622.37</b>	<b>429,909.67</b>	<b>-429,909.67</b>		
Fund	150	PUBLIC SAFETY FEE						
Dept	150-0000							
R1								
		Revenue Sub Totals:	77,544.00	6,302.21	12,059.58	65,484.42	65,484.42	84.45
		Dept 0000 Sub Totals:	-77,544.00	-6,302.21	-12,059.58	-65,484.42		
Dept	150-1500							
06		MATERIALS & SERVICES						
		06 Sub Totals:	35,000.00	0.00	0.00	35,000.00	35,000.00	100.00
07		CAPITAL OUTLAY						
		07 Sub Totals:	7,544.00	0.00	0.00	7,544.00	7,544.00	100.00
09		MISCELLANEOUS						
		09 Sub Totals:	35,000.00	0.00	0.00	35,000.00	35,000.00	100.00
		Expense Sub Totals:	77,544.00	0.00	0.00	77,544.00	77,544.00	100.00
		Dept 1500 Sub Totals:	77,544.00	0.00	0.00	77,544.00		
		<b>Fund Revenue Sub Totals:</b>	<b>77,544.00</b>	<b>6,302.21</b>	<b>12,059.58</b>	<b>65,484.42</b>	<b>65,484.42</b>	<b>84.45</b>
		<b>Fund Expense Sub Totals:</b>	<b>77,544.00</b>	<b>0.00</b>	<b>0.00</b>	<b>77,544.00</b>	<b>77,544.00</b>	<b>100.00</b>
		<b>Fund 150 Sub Totals:</b>	<b>0.00</b>	<b>-6,302.21</b>	<b>-12,059.58</b>	<b>12,059.58</b>		
Fund	200	SEWER FUND						
Dept	200-0000							
R1								
		R1 Sub Totals:	2,348,850.00	143,190.50	459,812.76	1,889,037.24	1,889,037.24	80.42
		Revenue Sub Totals:	2,348,850.00	143,190.50	459,812.76	1,889,037.24	1,889,037.24	80.42
		Dept 0000 Sub Totals:	-2,348,850.00	-143,190.50	-459,812.76	-1,889,037.24		
Dept	200-2000	SEWER MAINT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	194,931.00	13,980.61	45,277.15	149,653.85	149,653.85	76.77
06		MATERIALS & SERVICES						
		06 Sub Totals:	224,045.00	2,309.00	28,453.01	195,591.99	195,591.99	87.30
07		CAPITAL OUTLAY						
		07 Sub Totals:	30,000.00	0.00	0.00	30,000.00	30,000.00	100.00
		Expense Sub Totals:	448,976.00	16,289.61	73,730.16	375,245.84	375,245.84	83.58
		Dept 2000 Sub Totals:	448,976.00	16,289.61	73,730.16	375,245.84		
Dept	200-2100	SEWER PLANT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	340,896.00	27,036.48	79,306.39	261,589.61	261,589.61	76.74
06		MATERIALS & SERVICES						
		06 Sub Totals:	438,526.00	22,934.85	134,757.36	303,768.64	303,768.64	69.27
07		CAPITAL OUTLAY						

		Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
	07 Sub Totals:	170,000.00	9,012.17	35,845.97	134,154.03	134,154.03	78.91
	Expense Sub Totals:	949,422.00	58,983.50	249,909.72	699,512.28	699,512.28	73.68
	Dept 2100 Sub Totals:	949,422.00	58,983.50	249,909.72	699,512.28		
Dept 09	200-9000 MISCELLANEOUS						
	MISCELLANEOUS						
	09 Sub Totals:	950,452.00	0.00	0.00	950,452.00	950,452.00	100.00
	Expense Sub Totals:	950,452.00	0.00	0.00	950,452.00	950,452.00	100.00
	Dept 9000 Sub Totals:	950,452.00	0.00	0.00	950,452.00		
	<b>Fund Revenue Sub Totals:</b>	<b>2,348,850.00</b>	<b>143,190.50</b>	<b>459,812.76</b>	<b>1,889,037.24</b>	<b>1,889,037.24</b>	<b>80.42</b>
	<b>Fund Expense Sub Totals:</b>	<b>2,348,850.00</b>	<b>75,273.11</b>	<b>323,639.88</b>	<b>2,025,210.12</b>	<b>2,025,210.12</b>	<b>86.22</b>
	<b>Fund 200 Sub Totals:</b>	<b>0.00</b>	<b>-67,917.39</b>	<b>-136,172.88</b>	<b>136,172.88</b>		
Fund 210	210-0000 SEWER CONSTRUCTION						
Dept R1							
	R1 Sub Totals:	1,940,554.00	8,085.67	33,172.42	1,907,381.58	1,907,381.58	98.29
	Revenue Sub Totals:	1,940,554.00	8,085.67	33,172.42	1,907,381.58	1,907,381.58	98.29
	Dept 0000 Sub Totals:	-1,940,554.00	-8,085.67	-33,172.42	-1,907,381.58		
Dept 07	210-2200 SEWER CONSTRUCTION						
	CAPITAL OUTLAY						
	07 Sub Totals:	1,300,000.00	144,712.80	335,554.39	964,445.61	964,445.61	74.19
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	144,712.80	335,554.39	1,604,999.61	1,604,999.61	82.71
	Dept 2200 Sub Totals:	1,940,554.00	144,712.80	335,554.39	1,604,999.61		
	<b>Fund Revenue Sub Totals:</b>	<b>1,940,554.00</b>	<b>8,085.67</b>	<b>33,172.42</b>	<b>1,907,381.58</b>	<b>1,907,381.58</b>	<b>98.29</b>
	<b>Fund Expense Sub Totals:</b>	<b>1,940,554.00</b>	<b>144,712.80</b>	<b>335,554.39</b>	<b>1,604,999.61</b>	<b>1,604,999.61</b>	<b>82.71</b>
	<b>Fund 210 Sub Totals:</b>	<b>0.00</b>	<b>136,627.13</b>	<b>302,381.97</b>	<b>-302,381.97</b>		
Fund 250	250-0000 WATER FUND						
Dept R1							
	R1 Sub Totals:	1,981,500.00	110,420.80	333,133.05	1,648,366.95	1,648,366.95	83.19
	Revenue Sub Totals:	1,981,500.00	110,420.80	333,133.05	1,648,366.95	1,648,366.95	83.19
	Dept 0000 Sub Totals:	-1,981,500.00	-110,420.80	-333,133.05	-1,648,366.95		
Dept 05	250-2300 WATER MAINT						
	PERSONNEL SERVICES						
	05 Sub Totals:	195,241.00	15,151.04	46,098.89	149,142.11	149,142.11	76.39
06	MATERIALS & SERVICES						
	06 Sub Totals:	217,938.00	5,249.96	23,750.43	194,187.57	194,187.57	89.10
07	CAPITAL OUTLAY						
	07 Sub Totals:	35,000.00	5,203.75	10,333.75	24,666.25	24,666.25	70.48
	Expense Sub Totals:	448,179.00	25,604.75	80,183.07	367,995.93	367,995.93	82.11
	Dept 2300 Sub Totals:	448,179.00	25,604.75	80,183.07	367,995.93		
Dept 05	250-2500 WATER PLANT						
	PERSONNEL SERVICES						
	05 Sub Totals:	185,584.00	13,571.83	39,541.31	146,042.69	146,042.69	78.69
06	MATERIALS & SERVICES						
	06 Sub Totals:	215,149.00	25,620.06	71,237.13	143,911.87	143,911.87	66.89
07	CAPITAL OUTLAY						
	07 Sub Totals:	38,000.00	4,764.86	19,558.41	18,441.59	18,441.59	48.53

			Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
Expense Sub Totals:			438,733.00	43,956.75	130,336.85	308,396.15	308,396.15	70.29
Dept 2500 Sub Totals:			438,733.00	43,956.75	130,336.85	308,396.15		
Dept 06	250-2550	SPRINGBROOK PLANT MATERIALS & SERVICES						
		06 Sub Totals:	3,875.00	161.13	456.43	3,418.57	3,418.57	88.22
07		CAPITAL OUTLAY						
		07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
Expense Sub Totals:			3,875.00	161.13	456.43	3,418.57	3,418.57	88.22
Dept 2550 Sub Totals:			3,875.00	161.13	456.43	3,418.57		
Dept 09	250-9000	MISCELLANEOUS						
		MISCELLANEOUS						
		09 Sub Totals:	1,090,713.00	0.00	0.00	1,090,713.00	1,090,713.00	100.00
Expense Sub Totals:			1,090,713.00	0.00	0.00	1,090,713.00	1,090,713.00	100.00
Dept 9000 Sub Totals:			1,090,713.00	0.00	0.00	1,090,713.00		
<b>Fund Revenue Sub Totals:</b>			<b>1,981,500.00</b>	<b>110,420.80</b>	<b>333,133.05</b>	<b>1,648,366.95</b>	<b>1,648,366.95</b>	<b>83.19</b>
<b>Fund Expense Sub Totals:</b>			<b>1,981,500.00</b>	<b>69,722.63</b>	<b>210,976.35</b>	<b>1,770,523.65</b>	<b>1,770,523.65</b>	<b>89.35</b>
<b>Fund 250 Sub Totals:</b>			<b>0.00</b>	<b>-40,698.17</b>	<b>-122,156.70</b>	<b>122,156.70</b>		
Fund Dept R1	255	WATER METER DEPOSITS						
	255-0000							
		R1 Sub Totals:	0.00	-250.00	175.00	-175.00	-175.00	0.00
		Revenue Sub Totals:	0.00	-250.00	175.00	-175.00	-175.00	0.00
		Dept 0000 Sub Totals:	0.00	250.00	-175.00	175.00		
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
Dept 2400 Sub Totals:			0.00	0.00	0.00	0.00		
<b>Fund Revenue Sub Totals:</b>			<b>0.00</b>	<b>-250.00</b>	<b>175.00</b>	<b>-175.00</b>	<b>-175.00</b>	<b>0.00</b>
<b>Fund Expense Sub Totals:</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund 255 Sub Totals:</b>			<b>0.00</b>	<b>250.00</b>	<b>-175.00</b>	<b>175.00</b>		
Fund Dept R1	260	WATER CONSTRUCTION						
	260-0000							
		R1 Sub Totals:	2,368,860.00	8,018.29	36,761.09	2,332,098.91	2,332,098.91	98.45
		Revenue Sub Totals:	2,368,860.00	8,018.29	36,761.09	2,332,098.91	2,332,098.91	98.45
		Dept 0000 Sub Totals:	-2,368,860.00	-8,018.29	-36,761.09	-2,332,098.91		
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:	2,368,860.00	6,405.00	7,155.00	2,361,705.00	2,361,705.00	99.70
09		MISCELLANEOUS						
		09 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
Expense Sub Totals:			2,368,860.00	6,405.00	7,155.00	2,361,705.00	2,361,705.00	99.70
Dept 2600 Sub Totals:			2,368,860.00	6,405.00	7,155.00	2,361,705.00		
<b>Fund Revenue Sub Totals:</b>			<b>2,368,860.00</b>	<b>8,018.29</b>	<b>36,761.09</b>	<b>2,332,098.91</b>	<b>2,332,098.91</b>	<b>98.45</b>
<b>Fund Expense Sub Totals:</b>			<b>2,368,860.00</b>	<b>6,405.00</b>	<b>7,155.00</b>	<b>2,361,705.00</b>	<b>2,361,705.00</b>	<b>99.70</b>

			Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
<b>Fund 260 Sub Totals:</b>			<b>0.00</b>	<b>-1.613.29</b>	<b>-29.606.09</b>	<b>29.606.09</b>		
<b>Fund</b>	<b>280</b>	<b>AIRPORT FUND</b>						
<b>Dept</b>	<b>280-0000</b>							
<b>R1</b>								
		R1 Sub Totals:	111,253.00	726.90	11,957.44	99,295.56	99,295.56	89.25
		Revenue Sub Totals:	111,253.00	726.90	11,957.44	99,295.56	99,295.56	89.25
		Dept 0000 Sub Totals:	-111,253.00	-726.90	-11,957.44	-99,295.56		
<b>Dept</b>	<b>280-2800</b>	<b>AIRPORT DEPT</b>						
<b>06</b>		<b>MATERIALS &amp; SERVICES</b>						
		06 Sub Totals:	24,100.00	696.34	2,442.39	21,657.61	21,657.61	89.87
<b>07</b>		<b>CAPITAL OUTLAY</b>						
		07 Sub Totals:	20,000.00	0.00	6,236.00	13,764.00	13,764.00	68.82
<b>09</b>		<b>MISCELLANEOUS</b>						
		09 Sub Totals:	67,153.00	0.00	0.00	67,153.00	67,153.00	100.00
		Expense Sub Totals:	111,253.00	696.34	8,678.39	102,574.61	102,574.61	92.20
		Dept 2800 Sub Totals:	111,253.00	696.34	8,678.39	102,574.61		
<b>Fund Revenue Sub Totals:</b>			<b>111,253.00</b>	<b>726.90</b>	<b>11,957.44</b>	<b>99,295.56</b>	<b>99,295.56</b>	<b>89.25</b>
<b>Fund Expense Sub Totals:</b>			<b>111,253.00</b>	<b>696.34</b>	<b>8,678.39</b>	<b>102,574.61</b>	<b>102,574.61</b>	<b>92.20</b>
<b>Fund 280 Sub Totals:</b>			<b>0.00</b>	<b>-30.56</b>	<b>-3,279.05</b>	<b>3,279.05</b>		
<b>Fund</b>	<b>300</b>	<b>STREET FUND</b>						
<b>Dept</b>	<b>300-0000</b>							
<b>R1</b>								
		R1 Sub Totals:	1,474,924.00	33,617.33	100,550.09	1,374,373.91	1,374,373.91	93.18
		Revenue Sub Totals:	1,474,924.00	33,617.33	100,550.09	1,374,373.91	1,374,373.91	93.18
		Dept 0000 Sub Totals:	-1,474,924.00	-33,617.33	-100,550.09	-1,374,373.91		
<b>Dept</b>	<b>300-3000</b>	<b>STREET DEPT</b>						
<b>05</b>		<b>PERSONNEL SERVICES</b>						
		05 Sub Totals:	125,808.00	9,510.72	31,132.15	94,675.85	94,675.85	75.25
<b>06</b>		<b>MATERIALS &amp; SERVICES</b>						
		06 Sub Totals:	172,612.00	11,697.52	34,912.60	137,699.40	137,699.40	79.77
<b>07</b>		<b>CAPITAL OUTLAY</b>						
		07 Sub Totals:	365,000.00	0.00	21,512.00	343,488.00	343,488.00	94.11
<b>09</b>		<b>MISCELLANEOUS</b>						
		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	21,208.24	87,556.75	1,387,367.25	1,387,367.25	94.06
		Dept 3000 Sub Totals:	1,474,924.00	21,208.24	87,556.75	1,387,367.25		
<b>Fund Revenue Sub Totals:</b>			<b>1,474,924.00</b>	<b>33,617.33</b>	<b>100,550.09</b>	<b>1,374,373.91</b>	<b>1,374,373.91</b>	<b>93.18</b>
<b>Fund Expense Sub Totals:</b>			<b>1,474,924.00</b>	<b>21,208.24</b>	<b>87,556.75</b>	<b>1,387,367.25</b>	<b>1,387,367.25</b>	<b>94.06</b>
<b>Fund 300 Sub Totals:</b>			<b>0.00</b>	<b>-12,409.09</b>	<b>-12,993.34</b>	<b>12,993.34</b>		
<b>Fund</b>	<b>330</b>	<b>STORM WATER FUND</b>						
<b>Dept</b>	<b>330-0000</b>							
<b>R1</b>								
		R1 Sub Totals:	52,432.00	101.07	384.51	52,047.49	52,047.49	99.27
		Revenue Sub Totals:	52,432.00	101.07	384.51	52,047.49	52,047.49	99.27
		Dept 0000 Sub Totals:	-52,432.00	-101.07	-384.51	-52,047.49		
<b>Dept</b>	<b>330-3300</b>	<b>STORM WATER DEPARTMENT</b>						
<b>06</b>		<b>MATERIALS &amp; SERVICES</b>						
		06 Sub Totals:	13,750.00	0.00	0.00	13,750.00	13,750.00	100.00
<b>07</b>		<b>CAPITAL OUTLAY</b>						

			Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
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	0.00	52,432.00	52,432.00	100.00
	Dept 3300 Sub Totals:		52,432.00	0.00	0.00	52,432.00		
Fund Revenue Sub Totals:			52,432.00	101.07	384.51	52,047.49	52,047.49	99.27
Fund Expense Sub Totals:			52,432.00	0.00	0.00	52,432.00	52,432.00	100.00
Fund 330 Sub Totals:			0.00	-101.07	-384.51	384.51		
Fund	430	WWTP CONSTRUCTION DEBT REPAY						
Dept	430-0000							
R1								
	R1 Sub Totals:		0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:		0.00	0.00	0.00	0.00	0.00	0.00
	Dept 0000 Sub Totals:		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 4400 Sub Totals:		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
	Dept 9000 Sub Totals:		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								
	R1 Sub Totals:		557,409.00	943.33	3,588.71	553,820.29	553,820.29	99.36
	Revenue Sub Totals:		557,409.00	943.33	3,588.71	553,820.29	553,820.29	99.36
	Dept 0000 Sub Totals:		-557,409.00	-943.33	-3,588.71	-553,820.29		
Dept	450-4550	WTP CONSTRUCT REPAY						
08	DEBT SERVICE							
	08 Sub Totals:		307,774.00	0.00	0.00	307,774.00	307,774.00	100.00
	Expense Sub Totals:		307,774.00	0.00	0.00	307,774.00	307,774.00	100.00
	Dept 4550 Sub Totals:		307,774.00	0.00	0.00	307,774.00		
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
	Dept 9000 Sub Totals:		249,635.00	0.00	0.00	249,635.00		
Fund Revenue Sub Totals:			557,409.00	943.33	3,588.71	553,820.29	553,820.29	99.36
Fund Expense Sub Totals:			557,409.00	0.00	0.00	557,409.00	557,409.00	100.00
Fund 450 Sub Totals:			0.00	-943.33	-3,588.71	3,588.71		
Fund	500	PARK DEVELOPMENT FUND						
Dept	500-0000							
R1								
	R1 Sub Totals:		250,508.00	1,725.47	6,457.72	244,050.28	244,050.28	97.42

Page 30 of 43

		Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
		Revenue Sub Totals:	250,508.00	1,725.47	6,457.72	244,050.28	97.42
		Dept 0000 Sub Totals:	-250,508.00	-1,725.47	-6,457.72	-244,050.28	
Dept	500-4500	PARK DEVELOPMENT					
06		MATERIALS & SERVICES					
		06 Sub Totals:	6,000.00	3.22	447.09	5,552.91	92.55
07		CAPITAL OUTLAY					
		07 Sub Totals:	10,000.00	329.50	3,364.57	6,635.43	66.35
09		MISCELLANEOUS					
		09 Sub Totals:	234,508.00	0.00	0.00	234,508.00	100.00
		Expense Sub Totals:	250,508.00	332.72	3,811.66	246,696.34	98.48
		Dept 4500 Sub Totals:	250,508.00	332.72	3,811.66	246,696.34	
		<b>Fund Revenue Sub Totals:</b>	<b>250,508.00</b>	<b>1,725.47</b>	<b>6,457.72</b>	<b>244,050.28</b>	<b>97.42</b>
		<b>Fund Expense Sub Totals:</b>	<b>250,508.00</b>	<b>332.72</b>	<b>3,811.66</b>	<b>246,696.34</b>	<b>98.48</b>
		<b>Fund 500 Sub Totals:</b>	<b>0.00</b>	<b>-1,392.75</b>	<b>-2,646.06</b>	<b>2,646.06</b>	
Fund	550	RV PARK FUND					
Dept	550-0000						
R1							
		R1 Sub Totals:	108,500.00	6,243.25	24,294.80	84,205.20	77.61
		Revenue Sub Totals:	108,500.00	6,243.25	24,294.80	84,205.20	77.61
		Dept 0000 Sub Totals:	-108,500.00	-6,243.25	-24,294.80	-84,205.20	
Dept	550-5500						
06		MATERIALS & SERVICES					
		06 Sub Totals:	30,000.00	2,468.39	7,103.93	22,896.07	76.32
09		MISCELLANEOUS					
		09 Sub Totals:	78,500.00	0.00	0.00	78,500.00	100.00
		Expense Sub Totals:	108,500.00	2,468.39	7,103.93	101,396.07	93.45
		<b>Fund Revenue Sub Totals:</b>	<b>108,500.00</b>	<b>6,243.25</b>	<b>24,294.80</b>	<b>84,205.20</b>	<b>77.61</b>
		<b>Fund Expense Sub Totals:</b>	<b>108,500.00</b>	<b>2,468.39</b>	<b>7,103.93</b>	<b>101,396.07</b>	<b>93.45</b>
		<b>Fund 550 Sub Totals:</b>	<b>0.00</b>	<b>-3,774.86</b>	<b>-17,190.87</b>	<b>17,190.87</b>	
Fund	580	CAPITAL PROJECTS FUND					
Dept	580-0000						
R1							
		R1 Sub Totals:	1,048,908.00	2,695.23	10,253.48	1,038,654.52	99.02
		Revenue Sub Totals:	1,048,908.00	2,695.23	10,253.48	1,038,654.52	99.02
		Dept 0000 Sub Totals:	-1,048,908.00	-2,695.23	-10,253.48	-1,038,654.52	
Dept	580-5800	CAPITAL PROJECTS					
07		CAPITAL OUTLAY					
		07 Sub Totals:	60,000.00	0.00	0.00	60,000.00	100.00
09		MISCELLANEOUS					
		09 Sub Totals:	988,908.00	0.00	0.00	988,908.00	100.00
		Expense Sub Totals:	1,048,908.00	0.00	0.00	1,048,908.00	100.00
		Dept 5800 Sub Totals:	1,048,908.00	0.00	0.00	1,048,908.00	
		<b>Fund Revenue Sub Totals:</b>	<b>1,048,908.00</b>	<b>2,695.23</b>	<b>10,253.48</b>	<b>1,038,654.52</b>	<b>99.02</b>
		<b>Fund Expense Sub Totals:</b>	<b>1,048,908.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,048,908.00</b>	<b>100.00</b>
		<b>Fund 580 Sub Totals:</b>	<b>0.00</b>	<b>-2,695.23</b>	<b>-10,253.48</b>	<b>10,253.48</b>	
		Revenue Totals:	16,541,798.00	367,474.42	1,268,116.82	15,273,681.18	92.33
		Expense Totals:	16,541,798.00	527,095.97	1,649,902.19	14,891,895.81	90.03
		Report Totals:	0.00	159,621.55	381,785.37	-381,785.37	





## **Department Report September 2023**

### **Assault Case**

The police department investigated an assault case that took place near the Trestle. A 62-year old male was arrested after he ran over a female with his vehicle during a disturbance. The female was transported to the hospital where she had a large laceration to her head and other minor injuries. The male was lodged at the Douglas County Jail for assault in the second degree, unlawful use of a weapon, and reckless endangering. Several other criminal charges were later added.

### **Online Sex Case**

Detective Taggart with other members of the department arrested a 31-year-old male after he attempted to meet a 15-year-old female at Evergreen Park for sex. The male was lodged at the Douglas County Jail for online sexual corruption of a minor in the first and second degree and also for luring a minor. The Douglas County Sheriff's Office also assisted with the arrest.

### **Challenge of the Heroes**

The department participated in the Challenge of the Heroes event at the Taphouse to earn tips for child abuse prevention projects in Douglas County. Officers served patrons their food and cleaned tables. Officer Chance Johnson, Nick Murtha, and Michael Oneslager all participated and said the event was a lot of fun.

### **Calls For Service**

Officers from the police department responded to 197 calls for service and made 17 arrests, wrote 32 traffic citations, and gave 48 traffic warnings during the month of September.

Respectfully Submitted,  
Chief Jonathan Brewster

## 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	6	5	2				24
MVA - UTL			1			1	1	2					5
MVA - Injury				2	1	1	3	1	4				12
MVA - Fatal	1	1											2
MVA - Cancelled	1	1	3	4	2		1						12
Medical Aid	5	7	3	6	11	6	7	9	12				66
Medical Aid - Cancelled	1	1	1				2	4	2				11
Public Assist				1		1	2	2					6
Public Assist-Lift Assist	9	7	10	10	4	11	3	9	7				70
Public Safety	1	2	2	1	1		10	6	1				24
Unattended Death	1			1			1						3
Fire/Carb Alarm	1			1		1	1	1					5
False Alarm Activation	1						2	1					4
Alarm Testing					1				1				2
Flue Fire	1												1
Fire - Vehicle				1	1	1	2						5
Fire				1		1	1						3
Fire - Illegal Burn		1		2	4	3		1	6				17
Fire - Controlled Burn		2			3	1							6
Fire - UTL	1	1	1	1	3	6	4	4	1				22
Fire-Nat Cover			1			2	2	2	3				10
Fire - Cancelled			1	2		2	1	3					9
Structure Fire	2	4	1	2	1	4	2	2	2				20
Structure Fire - Cancelled	2	2	4		2	2	1						13
Structure Fire -Commercial	2	2		1		1	1	1					8
Over Bank Rescue													0
Water Rescue													0
Water/Over Bank-Cancelled	1												1
TOTAL	33	32	29	38	36	46	53	53	41	0	0	0	361

# Public Works and Parks

## October 17, 2023 Activities Report

- **Streets**
  - 30 Utility Locates in the month of September
  - Weekly downtown garbage collection
  - Regular street sweeping
  - Repair of Stevenson Street this wraps up our Street repair season
  - Ditch repair on Morrison
- **Sewer**
  - Weekly lift station maintenance
  - Tied in Riverside lift station to sewer system
  - Sewer line maintenance 219 SE Neal
  - N. Myrtle lift station repair, chewed wired by rodent
- **Water**
  - 19 delinquent water turnoffs in September
  - Monthly meter reads
  - Continued Lead Copper Survey to complete pipe inventory required by DEQ
  - service line repair
    - 825 NE Douglas
- **Public Works Misc.**
  - Resignation of Public Forman Daniel Walton, Last day was October 6<sup>th</sup>.
  - Daniels replacement, Zack Potter, is set to start October 30<sup>th</sup>.
  - Took down flower baskets
  - Abatement of 974 Bond St
- **Parks and Public Building Department**
  - Monthly park maintenance
  - Winterized Pool
  - Blackberry removal at RV Park
  - Leak repairs in Millsite Park
  - Repaint Millsite Park Sign (sawblade)

- **Water Treatment**

- Routine labs and testing
- South Umpqua River Plant produced 24.453 (MG) - 31 days of operation
- Continued at a production rate of 1100 GPM

- **Wastewater Treatment**

- Replaced barring ox ditch gearbox
- Replaced pump for three water system
- Total effluent flow to the South Umpqua River = 0 M.G.
- Total Effluent flow to the M.C. Golf Course = 16.453 M.G.
- Myrtle Creek influent flow = 6.860 M.G.
- Tri-City Influent Flow = 8.266 M.G.
- Total Effluent = 16.453 M.G.

**MYRTLE CREEK  
OREGON  
ORDINANCE NO. 854**

<b>AN ORDINANCE AMENDING THE MYRTLE CREEK MUNICIPAL CODE CHAPTER 3.05 PUBLIC CONTRACTING AND REPEALING ORDINANCES NO. 11-005 AND 739</b>
--

**WHEREAS**, the 2003 Oregon Legislature adopted HB 2341 and in accordance with HB 2341, the Attorney General adopted Model Rules (“the Model Rules”) to implement the Public Contracting Code. The Public Contracting Code allows the City to adopt contracting rules in areas not covered by the Public Contracting Code or the Model Rules; and

**WHEREAS**, the 2023 Oregon Legislature adopted SB 1047 which amends contracting policy in ORS 279B.065, 279B.070, and 279C.335 that directly affects MCMC Chapter 3.05 Public Contracting; and

**WHEREAS**, it is necessary to update the Myrtle Creek Municipal Code to reflect the amendments to SB 1047 and in doing so repealing Ordinances No 11-005 and 739; and

**NOW, THEREFORE, the City of Myrtle Creek ordains as follows:**

**CHAPTER 3.05 SECTION 1. Adoption of Rules.**

The following (hereinafter “these rules”) shall be public contracting rules for the city of Myrtle Creek. Except as provided within these rules, public contracting by the city shall be governed by the public contracting code and the model rules. The Myrtle Creek city council is the city’s contract review board (board). Except as otherwise provided in these rules, the powers and duties of the contract review board will be exercised by the city council and the powers and duties given or assigned to contracting agencies will be exercised by the city council. The city council may, through formal action, from time to time delegate its powers to conduct certain procurements to various members of its staff.

The city administrator is authorized to contract for personal, professional and consulting services and to purchase goods and services pursuant to this chapter without prior approval of the city council when the amount of the contract is less than ~~\$10,000~~ \$25,000.

**CHAPTER 3.05 SECTION 2. Definitions.**

As used herein, the following phrases have the following meanings. (All words and phrases not defined herein shall have the meanings ascribed to them in the public contracting code or in the model rules.)

“Contracting Agency” means the city and includes any person authorized by the city council to conduct a procurement on behalf of the city.

“Personal Services Contract” means a contract for services that require specialized technical, artistic, creative, professional or communication skills or talent, unique and specialized knowledge, or the exercise of discretionary judgment skills, and for which the service depends on attributes that are unique to the service provider, other than contracts for an architect, engineer, land surveyor or provider of related services as defined in ORS [279C.100](#). Contracts for personal services include but are not limited to the following contracts or classes of contracts:

- (1) Accountants and auditors;
- (2) Appraisers;
- (3) Computer consultants;
- (4) Lawyers;
- (5) Insurance consultants;
- (6) Training consultants;
- (7) Investigators;
- (8) Management system consultants.

### **CHAPTER 3.05 SECTION 3. Exemptions from Competitive Procurement.**

The following contracts and classes of contracts are exempt from the competitive procurement requirements of the public contracting code and the model rules and may be awarded as provided herein, or otherwise in any manner which the contracting agency deems appropriate including by direct appointment or purchase:

(1) Contracts up to ~~\$5,000~~ [\\$25,000](#). Any procurement of goods or services or any combination thereof not exceeding ~~\$5,000~~ [\\$25,000](#) may be awarded in any manner deemed practical or convenient by the contracting agency, including by direct selection or award. Procurements shall not be artificially divided or fragmented so as to constitute a smaller procurement than specified in this section.

(2) Contracts up to ~~\$150,000~~ [\\$250,000](#). Any procurement of goods or services or any combination thereof, other than public improvement contracts, exceeding ~~\$5,000~~ [\\$25,000](#) but not exceeding ~~\$150,000~~ [\\$250,000](#), may be awarded using the following procedures for informal solicitation in lieu of the procedures set forth in the model rules:

(a) Solicitation of Offers. When authorized by these regulations, an informal solicitation may be made by general or limited advertisement to a certain group of vendors, by direct inquiry to persons selected by the contracting agency, or in any other manner which the contracting agency deems suitable for obtaining competitive quotes or proposals. The contracting agency shall deliver or otherwise make available to potential offerors a written scope of work, a description of how quotes or proposals are to be submitted and description of the criteria for award.

(b) Award. The contracting agency shall attempt to obtain a minimum of three written quotes or proposals before making an award. If the award is made solely on the basis of price, the contracting agency shall award the contract to the responsible offeror that submits the lowest responsive quote. If the award is based on criteria other than, or in addition to, price, the contracting agency shall award the contract to the responsible offeror that will best serve the interest of the city, based on the criteria for award.

(c) Records. A written record of all persons solicited and offers received shall be maintained. If three offers cannot be obtained, a lesser number will suffice; provided, that a written record is made of the effort to obtain the quotes.

(3) Equipment Repair. Contracts for equipment repair or overhauling may be awarded without competition, provided the service or parts required are unknown and the cost cannot be determined without extensive preliminary dismantling or testing.

(4) Sole Source Contracts. Contracts for goods or services which are available from a single source may be awarded without competition.

(5) Renewals. Contracts that are being renewed in accordance with their terms are not considered to be newly awarded contracts and are not subject to competitive procurement procedures.

(6) Temporary Extensions or Renewals. Contracts for the temporary extension or renewal of a single period of one year or less of an expiring and nonrenewable, or recently expired, contract, other than a contract for public improvements, are not subject to competitive procurement procedures.

(7) Contracts Required by Emergency Circumstances.

(a) In General. When an official with authority to enter into a contract on behalf of the contracting agency determines that immediate execution of a contract within the official's authority is necessary to prevent substantial damage or injury to persons or property, the official may execute the contract without competitive selection and award, but, where time permits, the official shall attempt to use competitive price and quality evaluation before selecting an emergency contractor.

(b) Reporting. An official who enters into an emergency contract shall, as soon as possible, in light of the emergency circumstances, (i) document the nature of the emergency, the method used for selection of the particular contractor and the reason why the selection method was deemed in the best interest of the contracting agency and the public; and (ii) notify the city council of the facts and circumstances surrounding the emergency execution of the contract.

(c) Emergency Public Improvement Contracts. A public improvement contract may only be awarded under emergency circumstances if the contracting agency has made a written declaration of emergency. Any public improvement contract award under the emergency conditions must be awarded within 60 days following the declaration of an emergency unless the contracting agency grants an extension of the emergency period. Where the time delay needed to obtain a payment or performance bond for the contract could result in injury or substantial property damage, the contracting agency may waive the requirement for all or a portion of required performance and payment bonds.

(8) State Law Exemptions. There shall be an exemption for any other contract or class of contract exempted by the public contracting code or the model rules.

(9) Other Exemptions Adopted in Future. There shall be an exemption for any other contract or class of contracts expressly exempted from competitive procurement requirements pursuant to procedures permitted by the public contracting code or the model rules.

(10) Public Improvements. Public improvement contracts estimated by the contracting agency not to exceed \$100,000, or not to exceed \$50,000 in the case of a contract for a highway, bridge or other transportation project, may be awarded by competitive quotes under the following procedures:

(a) The contracting agency shall informally solicit at least three price quotes from prospective contractors. If three prospective contractors are not available, then fewer quotes may be solicited, and the contracting agency shall maintain records of the attempts to obtain quotes.

(b) The contracting agency shall award the contract to the prospective contractor whose quote will best serve the interests of the contracting agency, taking into account price and other applicable factors, such as experience, specific expertise, past record of performance and conduct, availability, familiarity with local area and access to local resources, project understanding, contractor capacity, and contractor responsibility. If the contract is not awarded on the basis of the lowest price, the contracting agency shall make a written record of the basis for the award.

(c) A procurement may not be artificially divided or fragmented to qualify for the informal contract award procedures provided by this section.

#### **CHAPTER 3.05 SECTION 4. Personal Services Contracts Rules.**

Personal services contracts (other than a personal services contract for an architect, engineer, land surveyor or provider of related services) are subject to the rules established by this section:

(1) All personal services contracts shall contain all contract provisions mandated by state law. These provisions may be incorporated in the personal services contract by reference to state law, unless state law provides otherwise. The attorney for contracting agency when requested will prepare model contract provisions for use in personal services contracts.

(2) The following procedures shall be observed in the selection of personal services contractors:

(a) For personal services contracts involving an anticipated fee of ~~\$20,000~~ \$25,000 per annum, the contracting agency may negotiate a contract for such services with any qualified contractor the contracting agency selects.

(b) For personal services contracts involving an anticipated fee of more than ~~\$20,000~~ \$25,000 per annum, the contracting agency shall solicit prospective contractors who shall appear to have at least minimum qualifications for the proposed assignment, notify each prospective contractor in reasonable detail of the proposed assignment, and determine the prospective contractor's interest and ability to perform the proposed assignment.

(c) The contracting agency may arrange for any or all interested prospective contractors to be interviewed for the assignment by an appropriate employee or by an interview committee.



(d) Following a review of the qualifications and interview, where conducted, of the interested prospective contractors, the contracting agency shall select the prospective contractor, and shall prepare a personal services contract.

(3) Some or all of the following criteria shall be considered in the evaluation and selection of a personal services contractor:

(a) Experience in the type of work to be performed.

(b) Familiarity with the local area and access to local resources.

(c) Capacity and capability to perform the work, including any specialized services within the time limitations for the work.

(d) Educational and professional record, including past record of performance on contracts with governmental agencies and private parties with respect to cost control, quality of work, ability to meet schedules, and contract administration, where applicable.

(e) Any other factors relevant to the particular contract.

(4) The above provisions regarding selection procedures and criteria do not apply to renewals, amendments or modifications of existing personal services contracts.

(5) The selection procedures described in this section may be waived by the contracting agency at its discretion where an emergency exists that could not have been reasonably foreseen and requires such prompt execution of a contract to remedy the situation that there is not sufficient time to permit utilization of the selection procedures.

#### **CHAPTER 3.05 SECTION 5. Disposition of Surplus Personal Property.**

Disposition of surplus personal property may be made, at the discretion of the contracting agency, under provisions of the public contracting code or the model rules or under the provisions of this section:

(1) General Methods. Surplus property may be disposed of by any of the following methods upon a determination by the contracting agency that the method of disposal is in the best interest of the city. Factors that may be considered by the contracting agency include costs of sale, administrative costs, and public benefits to the city. The contracting agency shall maintain a record of the reason for the disposal method selected, and the manner of disposal, including the name of the person to whom the surplus property was transferred.

(a) Governments. Without competition, by transfer or sale to another city department or public agency.

(b) Auction. By publicly advertised auction to the highest bidder.

(c) Bids. By publicly advertised invitation to bid.

(d) Liquidation Sale. By liquidation sale using a commercially recognized third-party liquidator selected in accordance with rules for the award of personal services contracts.

(e) Fixed Price Sale. The contracting agent may establish a selling price based upon an independent appraisal or published schedule of values generally accepted by the insurance industry, schedule and advertise a sale date, and sell to the first buyer meeting the sales terms.

(f) Trade-In. By trade-in, in conjunction with acquisition of other price-based items under a competitive solicitation. The solicitation shall require the offer to state total value assigned to the surplus property to be traded.

(g) Donation. By donation to any organization operating within or providing a service to residents of the city which is recognized by the Internal Revenue Service as an organization described in Section 501(c) of the Internal Revenue Code of 1986, as amended.

(2) Disposal of Property with Minimal Value. Surplus property which has a value of less than \$500.00, or for which the costs of sale are likely to exceed sale proceeds, may be disposed of by any means determined to be cost-effective, including by disposal as waste. The official making the disposal shall make a record of the value of the item and the manner of disposal.

(3) Restriction on Sale to City Employees. City employees shall not be restricted from competing, as members of the public, for the purchase of publicly sold surplus property, but shall not be permitted to offer to purchase property to be sold to the first qualifying bidder until at least three days after the first date on which notice of the sale is first publicly advertised.

#### **CHAPTER 3.05 SECTION 6. Negotiations.**

If bids or quotes are solicited for a public improvement contract, and all bids or quotes exceed the budget for the project, the contracting agency may, prior to contract award, negotiate for a price within the project budget under the following procedures:

(1) Negotiations will begin with the lowest responsive and responsible bidder or proposer. If negotiations are not successful, then the contracting agency may begin negotiations with the second lowest responsive bidder or proposer, and so on.

(2) Negotiations may include value engineering and other options to attempt to bring the project cost within the budgeted amount.

(3) A contract may not be awarded under this section if the scope of the project is significantly changed from the description in the original solicitation or bid documents.

(4) The contracting agency will adhere to the provisions of ORS 279C.340 in applying this section.

**PASSED BY CITY COUNCIL UPON ITS FIRST READING** this \_\_\_\_ day of October 2023.

**APPROVED BY CITY COUNCIL UPON ITS SECOND READING** this \_\_\_\_ day of October 2023.

**APPROVED BY THE MAYOR** this \_\_\_\_ day of October 2023.

---

Matthew Hald, Mayor

**ATTEST:**

---

Joanna Bilbrey  
City Recorder