



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

AGENDA PACKET 09/19/2023

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, September 19, 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 September 5, 2023

Consent Agenda Part 2 – Requires a motion

5.2 Acknowledge receipt of Payroll & Claims Report for August 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.

7.1 Recreational Trails Program Grant

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: September 5, 2023

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

PRESIDING OFFICER: Mayor Matthew Hald

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

COUNCILORS ABSENT:

A quorum was present throughout the meeting.

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

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

PUBLIC PRESENTATION

No presentation given.

CONSENT AGENDA

Motion was made by Councilor Burnett and seconded by Councilor Larson to approve the August 15, 2023 City Council minutes as presented in the September 5, 2023 council packet. Discussion: No discussion followed.

Vote: Motion passed unanimously.

ORDINANCES & RESOLUTIONS

Ordinance 853 – Avista Franchise Agreement

Steve Vincent with Avista was in attendance to answer a previous question by City Council regarding gas line maintenance. Steve provided a written response to the question which is attached to the permanent packet for retention.

Motion was made by Councilor Chaney to approve the second read of Ordinance No. 853 – An Ordinance Granting Avista Corporation, D/B/A Avista Utilities, A Washington Corporation, Its Successors And Assigns, The Nonexclusive Right, Privilege, Authority And Franchise To Locate, Construct, Install, Own, Maintain, Repair, Replace, Extend, Operate And Use Facilities In, Upon, Over,

Myrtle Creek City Council Minutes

September 5, 2023

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Under, Along, And Across The Franchise Area For Purposes Of The Transmission, Distribution And Sale Of Gas. Motion was seconded by Councilor Burnett. Discussion: No discussion followed.

Vote: Motion passed unanimously.

REGULAR AGENDA

Pedestrian Pathway and Lighting Improvements

City Administrator Lonnie Rainville presented to Council a review of pedestrian walkways that have been recognized as needing improvement and areas that would benefit from street lights. This review addresses City Council Goal #11.

No action was needed from the Council at this time.

Umpqua Bank Public Funds Money Market

City Administrator Lonnie Rainville reviewed with Council a program offered by Umpqua Bank. With a deposit of \$1,000,000 or more, Umpqua Bank will pay .25% higher interest rate than the State Pool. Umpqua bank collateralizes these funds to secure them. The City would like to take half of the amount currently in the State Pool and move it to Umpqua bank. This change would generate approximately \$11,250 in interest income per year.

Motion was made by Councilor Larson to move half of the funds currently invested in the State Pool Account to the Umpqua Bank Public Funds Money Market Account. Motion was seconded by Councilor Dillon. Discussion: No discussion followed.

Vote: Motion passed unanimously.

CITIZENS HEARD ON NON-AGENDA ITEMS

No citizens hear on non-agenda items.

CITY ADMINISTRATOR REPORT

City Administrator Lonnie Rainville shared that the Small Cities meeting was moved to Rogue River. The City Administrator and City Recorder will be at an LOC Fundamentals training session in Coquille on Friday. The City Administrator had a meeting today with Dyer Partnership, T.A.G., and the Public Works Director the Water Operator to review the water system backwash system. The State is offering a forgivable loanlisten to audio regarding the loan program.

As of today there has been no activity on the removal of the cars at the old hospital. We are continuing to work with the County on the issues at the Rose Motel. The City has entered into an Intergovernmental Agreement with the County to work together on property issues like the Rose Motel.

MAYOR AND COUNCILOR – COMMITTEE REPORTS and COUNCILOR COMMENTS

Council asked if we have heard from the South Douglas Rodeo. If Council does not hear back there was discussion on sending a second letter in the spring. Councilors noted that there seems to be several

abandoned vehicles on Fourth Avenue. Councilor Harris shared that the Chamber Facebook page is looking really good. Councilor's will receive Councilor Chaney mentioned that the Lions Club is looking for volunteers for the Community Thanksgiving Dinner.

ADJOURNMENT

Mayor Matthew Hald adjourned the regular meeting of the City Council for September 5, 2023 at 6:27 P.M.

Matthew Hald, Mayor

Attest:

Joanna Bilbrey
City Recorder

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

FUND #	FUND DESCRIPTION	BILLS	P/R	TOTAL
100	GENERAL FUND	157,252.70	33,649.56	190,902.26
200	SEWER FUND	53,691.21	40,900.16	94,591.37
210	SEWER CONSTRUCTION	58,891.20	-	58,891.20
250	WATER FUND	27,368.99	28,899.66	56,268.65
255	METER DEPOSITS	-	-	-
260	WATER CONSTRUCTION	750.00	-	750.00
280	AIRPORT FUND	7,089.29	-	7,089.29
300	STREET FUND	2,178.45	9,895.09	12,073.54
430	WWTP REPAY FUND	-	-	-
450	WTP E RES DEBT FUND	-	-	-
500	PARK DEVELOPMENT	917.27	-	917.27
550	RV PARK FUND	-	-	2,602.85
580	CAPITAL PROJECTS FUND	-	-	-
TOTAL ALL FUNDS		308,139.11	113,344.47	424,086.43

Accounts Payable

Checks by Date - Detail by Check Date

User: lhiscocks
Printed: 9/7/2023 11:16 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
47780	7783	UNITED STATES AIR SOMPRESSOR IN	08/01/2023	
	7783	WATER TREATMENT PLANT		3,118.24
Total for Check Number 47780:				3,118.24
95073123	050S	UMPQUA BANK-EFTPS (STATE)	08/01/2023	
	95073123	STATE WH TAXES		4,847.30
	95073123	STATE TRANSIT TAXES		73.30
	95073123	OREGON PAID LEAVE		732.97
Total for Check Number 95073123:				5,653.57
Total for 8/1/2023:				8,771.81
8888223	1195	STANDARD INSURANCE	08/02/2023	
	8888223	LIFE INSURANCE - PARKS		22.97
	8888223	LIFE INSURANCE - SUPP SVCS		27.57
	8888223	LIFE INSURANCE - WATER MT		19.92
	8888223	LIFE INSURANCE - COURT		9.20
	8888223	LIFE INSURANCE - SEWER MT		16.84
	8888223	LIFE INSURANCE - STREETS		9.20
	8888223	LIFE INSURANCE - POLICE		81.52
	8888223	LIFE INSURANCE - WATER PLANT		18.42
	8888223	LIFE INSURANCE - PUB BLDGS		4.60
	8888223	LIFE INSURANCE - WWTP		18.33
	8888223	LIFE INSURANCE - FIRE		236.52
Total for Check Number 8888223:				465.09
Total for 8/2/2023:				465.09
47781	2137	AVISTA UTILITIES	08/04/2023	
	July 2023	GAS HEAT - COMM CTR	268180	29.49
	July 2023	GAS HEAT - WWTP	74666	2,177.72
	July 2023	GAS HEAT - POOL	265671	601.51
	July 2023	GAS HEAT - PUB BLDGS	264966	26.49
	July 2023	GAS HEAT - FIRE	269650	32.49
	July 2023	GAS HEAT - SEWER MT	269006	17.51
	July 2023	GAS HEAT - SEWER MT	270193	17.51
	July 2023	GAS HEAT - PUB WORKS	269323	17.51
Total for Check Number 47781:				2,920.23
47782	1125	DOLE COALWELL	08/04/2023	
	82148	Court		2,728.00
Total for Check Number 47782:				2,728.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
47783	1448	DOUGLAS CO MANAGEMENT & FINA	08/04/2023	
	July 2023	Court		112.00
	June 2023	Court		152.01
Total for Check Number 47783:				264.01
47784	1045	DOUGLAS COUNTY FARMERS CO-OP	08/04/2023	
	July 2023	Park Dev		477.17
	July 2023	Park Dev		172.20
Total for Check Number 47784:				649.37
47785	8688	DOUGLAS FAST NET	08/04/2023	
	1234340	WTP		318.05
	1234340	WWTP		318.04
	287200	RV Park		112.49
	287200	Airport		122.18
Total for Check Number 47785:				870.76
47786	1103	EBS TRUST	08/04/2023	
		PR Batch 00002.07.2023 Dental Insurance	PR Batch 00002.07.2023 Den	2,385.92
		PR Batch 00002.07.2023 Medical/Vision Insurar	PR Batch 00002.07.2023 Mec	31,724.52
		PR Batch 00002.07.2023 Dental Premium 5%	PR Batch 00002.07.2023 Den	125.44
		PR Batch 00002.07.2023 Medical/Vision Premiu	PR Batch 00002.07.2023 Mec	1,669.67
Total for Check Number 47786:				35,905.55
47787	1544	EMERALD POOL & PATIO	08/04/2023	
	622093-1	Pool		434.68
Total for Check Number 47787:				434.68
47788	1583	FERGUSON WATERWORKS #3011	08/04/2023	
	1165896	WM		417.72
	1215065	WM		223.46
Total for Check Number 47788:				641.18
47789	7778	FRIENDS OF MYRTLE CREEK LIBRAR	08/04/2023	
	2023-2024 FY	LIBRARY		4,300.00
Total for Check Number 47789:				4,300.00
47790	7015	BRENT HARVEY	08/04/2023	
	7312023	POLICE		632.50
Total for Check Number 47790:				632.50
47791	4558	I.B.E.W. LOCAL UNION 659	08/04/2023	
		PR Batch 00002.07.2023 Union Dues	PR Batch 00002.07.2023 Unio	283.83
		PR Batch 00002.07.2023 Union Dues	PR Batch 00002.07.2023 Unio	36.21
Total for Check Number 47791:				320.04
47792	1110	LEAGUE OF OREGON CITIES	08/04/2023	
	R20481	SS		635.00
	R20482	SS		580.00
	R20483	SS		570.00
	R20484	SS		570.00
	R20485	SS		570.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47792:				2,925.00
47793	8760 INVPRA116210	LEXIPOL Fire	08/04/2023	968.20
Total for Check Number 47793:				968.20
47794	1089 74123834 8601215017 8601220617 8601222679 860122973 8601230688	NAPA AUTO PARTS Parks SS Fire Fire SM Fire	08/04/2023	37.04 33.98 18.12 521.97 23.49 164.91
Total for Check Number 47794:				799.51
47795	2154	MICHAEL ONESLAGER Police	08/04/2023	229.99
Total for Check Number 47795:				229.99
47796	1140 July 2023 June 2023	OR DEPT OF REVENUE Court Court	08/04/2023	375.00 1,018.05
Total for Check Number 47796:				1,393.05
47797	1228	OREGON DEPT OF JUSTICE PR Batch 00002.07.2023 Child Support	08/04/2023 PR Batch 00002.07.2023 Chil	225.00
Total for Check Number 47797:				225.00
47798	1251 July 2023 July 2023 July 2023 July 2023	OREGON LINEN PB Police Fire WWTP	08/04/2023	104.67 32.57 99.36 28.77
Total for Check Number 47798:				265.37
47799	3017 1756041	POLYDYNE, INC WWTP	08/04/2023	8,474.58
Total for Check Number 47799:				8,474.58
47800	1158 R-7473 R-7473 R-7473	QUALITY FENCE CO PW WWTP WTP	08/04/2023	198.34 198.33 198.33
Total for Check Number 47800:				595.00
47801	2498	RLV LAW LLC Court	08/04/2023	1,750.00
Total for Check Number 47801:				1,750.00
47802	1283 August23	CITY OF ROSEBURG CONTRACTUAL SVCS-COURT	08/04/2023 Judge Services	1,287.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47802:				1,287.50
47803	3480 124744	SOUTH DOUGLAS SAW SHOP Parks	08/04/2023	29.40
Total for Check Number 47803:				29.40
47804	1341 July 2023 July 2023 July 2023 July 2023 July 2023 July 2023 July 2023 July 2023	SOUTH UMPQUA DISPOSAL WTP Airport CC WWTP PB PW RV Park Fire	08/04/2023	126.00 41.10 100.60 166.75 131.10 126.00 338.50 100.60
Total for Check Number 47804:				1,130.65
47805	8832 9270 9270 9270 9270 9296 9296	SYSTECH SS RV Park WTP WWTP Police SS	08/04/2023	1,820.68 50.00 124.50 124.50 204.99 524.98
Total for Check Number 47805:				2,849.65
47806	1220	U S NATIONAL BANK PR Batch 00002.07.2023 Police Union Dues	08/04/2023 PR Batch 00002.07.2023 Poli	200.00
Total for Check Number 47806:				200.00
47807	1200 M071264	UMPQUA RESEARCH COMPANY WTP	08/04/2023	96.00
Total for Check Number 47807:				96.00
47808	1205 93690	VALLEY TIRE CENTER POINT S Police	08/04/2023	724.00
Total for Check Number 47808:				724.00
Total for 8/4/2023:				73,609.22
47809	1236 354351	APEX ACE HOME CENTER PARKS	08/11/2023	28.99
Total for Check Number 47809:				28.99
47810	2288 1764162 1828292 1828294 1828498	C & K MARKET POLICE POLICE POLICE WASTE WATER TREATMENT PLANT	08/11/2023	17.94 8.97 8.97 14.98
Total for Check Number 47810:				50.86
47811	1311	CASCADE COLUMBIA DIST CO	08/11/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	871447	WASTE WATER TREATMENT PLANT		14,789.58
			Total for Check Number 47811:	14,789.58
47812	2164 GC00122108	CODE PUBLISHING, INC SUPPORT SERVICES	08/11/2023	830.00
			Total for Check Number 47812:	830.00
47813	1507 26463	COOPERS PEST CONTROL LIBRARY	08/11/2023	52.00
			Total for Check Number 47813:	52.00
47814	1045 8323 8323	DOUGLAS COUNTY FARMERS CO-OP PARKS PARKS	08/11/2023	298.97 12.95
			Total for Check Number 47814:	311.92
47815	1422 477	DOUGLAS COUNTY MAIL SUPPORT SERVICES	08/11/2023	145.00
			Total for Check Number 47815:	145.00
47816	1544 619430-1 619430-2	EMERALD POOL & PATIO POOL POOL	08/11/2023	359.10 592.20
			Total for Check Number 47816:	951.30
47817	1583 1216219	FERGUSON WATERWORKS #3011 WATER MAINT	08/11/2023	178.50
			Total for Check Number 47817:	178.50
47818	4591 0010631	GOBLE SAMPSON ASSOCIATES INC. WATER TREATMENT PLANT	08/11/2023	6,269.26
			Total for Check Number 47818:	6,269.26
47819	5701 CL83288 CL83288 CL83288 CL83288 CL83288	HAYS OIL COMPANY PUBLIC WORKS PARKS SUPPORT SERVICES WASTE WATER TREATMENT PLANT FIRE	08/11/2023	181.92 274.89 86.33 56.28 430.06
			Total for Check Number 47819:	1,029.48
47820	4543 U2316032138	ICONIX WATERWORKS (US) INC. PARKS	08/11/2023	317.07
			Total for Check Number 47820:	317.07
47821	2183 23379	KUNERT ELECTRIC AIRPORT	08/11/2023	6,236.00
			Total for Check Number 47821:	6,236.00
47822	2205 8	LASKEY-CLIFTON CORPORATION SEWER CONSTRUCTION	08/11/2023	52,236.39

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47822:				52,236.39
47823	1039	MSK BUILDING SUPPLY	08/11/2023	
	JULY 23	PARKS		99.12
	JULY 23	WASTE WATER TREATMENT PLANT		113.36
	JULY 23	RV PARK		179.79
	JULY 23	PUBLIC WORKS		139.71
	JULY 23	WATER TREATMENT PLANT		3.38
	JULY 23	POLICE		8.99
	JULY 23	AIRPORT		29.57
	JULY 23	PUBLIC BUILDINGS		115.54
	JULY 23	PARKS		261.56
	JULY 23	STREETS		17.16
	JULY 23	STREETS		28.99
	JULY 23	SEWER MAINT		25.27
	JULY 23	PUBLIC WORKS		47.98
	JULY 23	PARK DEVELOPMENT		267.90
	JULY 23	STREETS		8.50
Total for Check Number 47823:				1,346.82
47824	1119	MYRTLE CREEK SAW SHOP	08/11/2023	
	345157	PARKS		35.50
	345303	SUPPORT SERVICES		16.00
	345374	PARKS		35.00
	346776	PARKS		5.00
	346872	PARKS		9.50
	346965	PARKS		10.99
	347058	PARKS		27.50
Total for Check Number 47824:				139.49
47825	1833	ONE CALL CONCEPTS, INC	08/11/2023	
	3070435	SEWER MAINT		19.60
Total for Check Number 47825:				19.60
47826	6852	OREGON BUSINESS FORMS, INC.	08/11/2023	
	74199	SUPPORT SERVICES		273.48
	74199	SUPPORT SERVICES		182.32
Total for Check Number 47826:				455.80
47827	8820	PURE WATER AQUATICS	08/11/2023	
	5046A	POOL		226.11
Total for Check Number 47827:				226.11
47828	1175	SHIRTCLIFF OIL COMPANY	08/11/2023	
	JULY23	RV PARK		124.00
	JULY23	WASTE WATER TREATMENT PLANT		29.00
	JULY23	PARKS		425.80
	JULY23	PUBLIC WORKS		274.30
Total for Check Number 47828:				853.10
47829	1276	SUNRISE ENTERPRISES of ROSEBURG	08/11/2023	
	0041800	PUBLIC BUILDINGS		1,203.37
Total for Check Number 47829:				1,203.37

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
47830	1200 M071425	UMPQUA RESEARCH COMPANY WASTE WATER TREATMENT PLANT	08/11/2023	55.80
Total for Check Number 47830:				55.80
47831	4598 1038307	UMPQUA VALLEY TRACTOR PARKS	08/11/2023	17.06
Total for Check Number 47831:				17.06
47832	1648 00095387	USA BLUE BOOK WATER TREATMENT PLANT	08/11/2023	499.07
Total for Check Number 47832:				499.07
47833	1205 0090844	VALLEY TIRE CENTER POINT S PARKS	08/11/2023	16.00
Total for Check Number 47833:				16.00
99973123	1224 9997312023 9997312023	OREGON PERS Employer Amount Pickup Amount	08/11/2023	11,406.37 3,447.53
Total for Check Number 99973123:				14,853.90
Total for 8/11/2023:				103,112.47
88881423	8430 CL39959	SNIDER ENERGY / PACIFIC PRIDE POLICE	08/14/2023	459.89
Total for Check Number 88881423:				459.89
Total for 8/14/2023:				459.89
ACH	8430 CL38526	SNIDER ENERGY / PACIFIC PRIDE POLICE	08/15/2023	701.22
Total for this ACH Check for Vendor 8430:				701.22
88881523	1832 aug 15 2023	NATIONWIDE RETIREMENT SOLUTIO PR Employee 457B Plan	08/15/2023 25992001	1,275.00
Total for Check Number 88881523:				1,275.00
94181523	050F 94181523 94181523 94181523	UMPQUA BANK-EFTPS (FED) Medicare Taxes FICA Taxes Federal WH Taxes	08/15/2023	2,086.58 8,921.88 5,608.86
Total for Check Number 94181523:				16,617.32
Total for 8/15/2023:				18,593.54
95181523	050S 95081523 95081523 95081523	UMPQUA BANK-EFTPS (STATE) STATE TRANSIT TAXES OREGON PAID LEAVE TAXES STATE WH TAXES	08/16/2023	70.72 707.29 4,713.71

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 95181523:				5,491.72
Total for 8/16/2023:				5,491.72
47834	4561	ADVANTAGE SECURITY LLC	08/18/2023	
	7868325	WASTE WATER TREATMENT PLANT		34.66
	7868327	WASTE WATER TREATMENT PLANT		40.00
	7868328	WASTE WATER TREATMENT PLANT		20.00
	7868328	WATER TREATMENT PLANT		20.00
Total for Check Number 47834:				114.66
47835	1226	AFLAC INSURANCE	08/18/2023	
		PR Batch 00001.08.2023 AFLAC INS (Pretax)	PR Batch 00001.08.2023 AFL	381.86
		PR Batch 00001.08.2023 AFLAC INS	PR Batch 00001.08.2023 AFL	35.49
Total for Check Number 47835:				417.35
47836	1431	CHARTER COMMUNICATIONS	08/18/2023	
	0012615073023	FIRE		99.98
	0012615073023	FIRE		243.56
Total for Check Number 47836:				343.54
47837	1940	DOUGLAS CO SHERIFF'S OFFICE	08/18/2023	
	JUL-23	POLICE		311.49
Total for Check Number 47837:				311.49
47838	1494	THE DYER PARTNERSHIP ENGINEERS	08/18/2023	
	30306	STREETS		418.00
	30307	SEWER CONSTRUCTION		6,654.81
	30308	WATER CONSTRUCTION		750.00
Total for Check Number 47838:				7,822.81
47839	1583	FERGUSON WATERWORKS #3011	08/18/2023	
	1217455	WATER MAINT		164.65
Total for Check Number 47839:				164.65
47840	1602	FIRST STRIKE ENVIRONMENTAL	08/18/2023	
	9883	FIRE		580.00
Total for Check Number 47840:				580.00
47841	8833	FRESH AIRE OFFICE FRAGRANCING C	08/18/2023	
	12-31323	SUPPORT SERVICES		44.00
Total for Check Number 47841:				44.00
47842	4591	GOBLE SAMPSON ASSOCIATES INC.	08/18/2023	
	0010692	WATER TREATMENT PLANT		6,584.26
Total for Check Number 47842:				6,584.26
47843	4558	I.B.E.W. LOCAL UNION 659	08/18/2023	
		PR Batch 00001.08.2023 Union Dues	PR Batch 00001.08.2023 Uni	320.05

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47843:				320.05
47844	2011 2307016	JAVELINA TRADING COMPANY WASTE WATER TREATMENT PLANT	08/18/2023	146.82
Total for Check Number 47844:				146.82
47845	2351 76500235800	LES SCHWAB PUBLIC WORKS	08/18/2023	924.35
Total for Check Number 47845:				924.35
47846	4628 67129	LOCAL GOVERNMENT LAW GROUP P SUPPORT SERVICES	08/18/2023	408.50
Total for Check Number 47846:				408.50
47847	1407 2422 2431 62623 727223 72823	M C VOLUNTEER FIRE DEPT FIRE FIRE FIRE FIRE FIRE	08/18/2023	23.97 10.00 15.98 53.90 79.90
Total for Check Number 47847:				183.75
47848	1039 72023	MSK BUILDING SUPPLY FIRE	08/18/2023	64.45
Total for Check Number 47848:				64.45
47849	1228	OREGON DEPT OF JUSTICE PR Batch 00001.08.2023 Child Support	08/18/2023 PR Batch 00001.08.2023 Chil	225.00
Total for Check Number 47849:				225.00
47850	1137 WQ24DOM-0809	OREGON DEQ WASTE WATER TREATMENT PLANT	08/18/2023	11,410.00
Total for Check Number 47850:				11,410.00
47851	2108 23789	Oregon Restaurant & Lodging Association RV PARK	08/18/2023	249.00
Total for Check Number 47851:				249.00
47852	1147 82023 82023 82023 82023 82023 82023 82023 82023 82023 82023 82023 82023 82023 82023	PACIFIC POWER & LIGHT ELECTRIC - PUB WORKS ELECTRIC - AIRPORT ELECTRIC - PARKS ELECTRIC - SEWER MT ELECTRIC - WWTP ELECTRIC - SPRINGBROOK ELECTRIC - FIRE ELECTRIC - COMM CTR RV PARK ELECTRIC - LIBRARY ELECTRIC - POOL STREET LIGHTS ELECTRIC - PUB BLDGS ELECTRIC - WATER PLANT	08/18/2023	79.57 510.44 616.51 268.41 11,568.21 137.22 919.08 198.32 946.97 253.11 1,167.35 1,597.71 741.41 6,811.67

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 47852:				25,815.98
47853	2283	ROTO-ROOTER OF DOUGLAS COUNT	08/18/2023	
	12212645SC	AIRPORT		75.00
	12212831SC	AIRPORT		75.00
Total for Check Number 47853:				150.00
47854	2305	SPRINGBROOK HOLDING COMPANY I	08/18/2023	
	INV-014193	OPERATING SUPPLIES - WATER MT	Online Bill Pay	333.90
	INV-014193	OPERATING SUPPLIES - STREETS	Online Bill Pay	23.85
	INV-014193	OPERATING SUPPLIES - SEWER MT	Online Bill Pay	437.25
Total for Check Number 47854:				795.00
47855	1220	U S NATIONAL BANK	08/18/2023	
		PR Batch 00001.08.2023 Police Union Dues	PR Batch 00001.08.2023 Poli	200.00
Total for Check Number 47855:				200.00
47856	1200	UMPQUA RESEARCH COMPANY	08/18/2023	
	M071458	WASTE WATER TREATMENT PLANT		148.00
	M071475	WASTE WATER TREATMENT PLANT		1,188.00
	M071538	WASTE WATER TREATMENT PLANT		55.80
Total for Check Number 47856:				1,391.80
47857	4598	UMPQUA VALLEY TRACTOR	08/18/2023	
	1038458	PARKS		14.16
Total for Check Number 47857:				14.16
47858	3954	UPS	08/18/2023	
	00007980VF323	POLICE		19.13
Total for Check Number 47858:				19.13
47859	6595	US WEST CORPORATION	08/18/2023	
	230249	WATER TREATMENT PLANT		645.00
Total for Check Number 47859:				645.00
47860	5421	JEREMY WILLIAMS	08/18/2023	
	23-24	PARKS		119.99
Total for Check Number 47860:				119.99
47861	1687	ZIPLY FIBER	08/18/2023	
	8/2023	SPRINGBROOK		10.75
	8/2023	FIRE		7.13
Total for Check Number 47861:				17.88
Total for 8/18/2023:				59,483.62
87248	2855	BMS TECHNOLOGIES	08/21/2023	
	87248	POSTAGE & ENVELOPES - STREETS		26.56
	87248	POSTAGE & ENVELOPES - WATER MT		371.91
	87248	POSTAGE & ENVELOPES - SEWER MT		487.03

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 87248:				885.50
Total for 8/21/2023:				885.50
81523	4529	HRA VEBA TRUST	08/22/2023	
	81523	HRA/VEBA	VEBA	4,125.00
Total for Check Number 81523:				4,125.00
Total for 8/22/2023:				4,125.00
99981523	1224	OREGON PERS	08/25/2023	
	99981523	Pickup Amount		1,266.73
	99981523	Employer Amount		5,507.72
Total for Check Number 99981523:				6,774.45
Total for 8/25/2023:				6,774.45
888282023	1449	CARD MEMBER SERVICES	08/28/2023	
	888282023	SUPPORT SERVICES		66.85
	888282023	SUPPORT SERVICES		572.61
	888282023	POLICE		93.20
	888282023	COURTS		149.93
	888282023	PARKS		375.72
	888282023	FIRE		309.88
	888282023	SUPPORT SERVICES		36.97
	888282023	POOL		1,242.73
	888282023	POLICE		259.21
	888282023	WASTE WATER TREATMENT PLANT		199.00
	888282023	PUBLIC WORKS		171.95
	888282023	PARKS		34.58
	888282023	PARKS		81.88
	888282023	SUPPORT SERVICES		15.95
	888282023	PUBLIC WORKS		37.98
	888282023	PUBLIC WORKS		653.88
	888282023	WASTE WATER TREATMENT PLANT		112.91
	888282023	PUBLIC WORKS		240.00
Total for Check Number 888282023:				4,655.23
Total for 8/28/2023:				4,655.23
8883023	8430	SNIDER ENERGY / PACIFIC PRIDE	08/30/2023	
	8883023	POLICE		571.96
	CL41452	POLICE		640.34
Total for Check Number 8883023:				1,212.30
Total for 8/30/2023:				1,212.30
81723	RV385	FIREFLY RESERVATIONS	08/31/2023	
	81623	RV PARK		269.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 81723:				269.50
8112023	1097	AT&T MOBILITY	08/31/2023	
	08112023	POLICE		300.24
	08112023	PUBLIC WORKS		132.06
Total for Check Number 8112023:				432.30
8880823	050V	UMPQUA BANK/VISA FEES	08/31/2023	
	82023			888.88
	82023			167.72
	82023			678.78
	82023			167.72
	82023			332.60
	82023			48.48
Total for Check Number 8880823:				2,284.18
8883123	1832	NATIONWIDE RETIREMENT SOLUTION	08/31/2023	
	08312023	PR Employee 457B Plan	25992001	1,275.00
Total for Check Number 8883123:				1,275.00
94183123	050F	UMPQUA BANK-EFTPS (FED)	08/31/2023	
	94183123	FICA Taxes		10,167.46
	94183123	Federal WH Taxes		6,295.82
	94183123	Medicare Taxes		2,377.86
Total for Check Number 94183123:				18,841.14
Total for 8/31/2023:				23,102.12
Report Total (100 checks):				310,741.96



Community Development Department Monthly Report

September 19, 2023

General Planning Statistics:

6 Planning Clearance

2 Accessory building

1 Elevated covered deck

1 Remodel

1 Construction of single family dwelling

1 Solar installation

Significant Planning Activities:

Klimback Ln Sub-Division

No new progress on Klimback this month.

Tessia's Hill Estates Sub-Division

I had a meeting with Andrew to discuss a modification he wants to make to the schedule of the sub-division. He now plans to have Knife River focus all of their attention to fully completing half of the development and request approval of a final plat for 28 lots. This will allow for half of the development to be ready for home construction this year. Knife River will then resume construction on the second half of the development as weather permits through the winter and next spring. The second phase will be completed 2024 with weather determining completion but should be by early summer.

Code Amendment to comply with HB 3395

We received notice that we will be awarded a grant offered by DLCD to pay for staff time and expenses associated with amending City code and the Comprehensive Plan to comply with HB 3395. Contract documents are being prepared by the state. We have been instructed not to start any work prior to the agreements being signed as that time will not be reimbursable. At the September Planning Commission meeting I plan to update the Commission on what the process will look like for the amendments.

General Ledger

Budget Status

User: lhiscocks

Printed: 9/7/2023 - 8:29 AM

Period: 2, 2024

Account Number	Discription	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	88,506.54	189,861.80	4,030,694.20	4,030,694.20	95.50
Dept 100-0100	FIRE DEPT						
05	PERSONNEL SERVICES						
	05 Sub Totals:	53,600.00	15,974.14	2,725.76	50,874.24	50,874.24	94.91
06	MATERIALS & SERVICES						
	06 Sub Totals:	128,910.00	3,809.32	6,244.95	122,665.05	122,665.05	95.16
07	CAPITAL OUTLAY						
	07 Sub Totals:	5,500.00	0.00	0.00	5,500.00	5,500.00	100.00
09	MISCELLANEOUS						
	Expense Sub Totals:	233,010.00	19,783.46	8,970.71	224,039.29	224,039.29	96.15
Dept 100-0200	MUNICIPAL COURT						
05	PERSONNEL SERVICES						
	05 Sub Totals:	63,558.00	3,998.47	7,987.72	55,570.28	55,570.28	87.43
06	MATERIALS & SERVICES						
	Expense Sub Totals:	150,958.00	11,738.68	20,501.72	130,456.28	130,456.28	86.42
Dept 100-0300	LIBRARY DEPT						
06	MATERIALS & SERVICES						
	Expense Sub Totals:	11,100.00	4,605.11	4,956.39	6,143.61	6,143.61	55.35
Dept 100-0500	PARKS DEPT						
05	PERSONNEL SERVICES						
	05 Sub Totals:	164,356.00	11,813.87	22,976.88	141,379.12	141,379.12	86.02
06	MATERIALS & SERVICES						
	06 Sub Totals:	61,050.00	3,185.18	8,151.41	52,898.59	52,898.59	86.65
09	MISCELLANEOUS						
	Expense Sub Totals:	230,406.00	14,999.05	31,128.29	199,277.71	199,277.71	86.49
Dept 100-0510	COMMUNITY CENTER						
06	MATERIALS & SERVICES						
	Expense Sub Totals:	10,350.00	328.41	733.46	9,616.54	9,616.54	92.91

Account Number		Discription	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
Dept	100-0550	GENERAL EQUIPMENT						
07		CAPITAL OUTLAY						
		Expense Sub Totals:	5,000.00	0.00	0.00	5,000.00	5,000.00	100.00
Dept	100-0600	SWIM POOL						
05		PERSONNEL SERVICES						
		05 Sub Totals:	66,940.00	22,096.14	44,645.36	22,294.64	22,294.64	33.31
06		MATERIALS & SERVICES						
		06 Sub Totals:	23,500.00	4,623.68	10,677.21	12,822.79	12,822.79	54.57
07		CAPITAL OUTLAY						
		Expense Sub Totals:	90,440.00	26,719.82	55,322.57	35,117.43	35,117.43	38.83
Dept	100-0700	POLICE DEPT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	953,655.00	67,235.15	135,853.29	817,801.71	817,801.71	85.75
06		MATERIALS & SERVICES						
		06 Sub Totals:	160,040.00	6,193.80	13,064.58	146,975.42	146,975.42	91.84
07		CAPITAL OUTLAY						
		07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
09		MISCELLANEOUS						
		Expense Sub Totals:	1,113,695.00	73,428.95	148,917.87	964,777.13	964,777.13	86.63
Dept	100-0900	PUBLIC BUILDINGS						
05		PERSONNEL SERVICES						
		05 Sub Totals:	56,093.00	4,619.40	9,234.22	46,858.78	46,858.78	83.54
06		MATERIALS & SERVICES						
		06 Sub Totals:	43,400.00	2,322.58	4,898.65	38,501.35	38,501.35	88.71
07		CAPITAL OUTLAY						
		Expense Sub Totals:	102,493.00	6,941.98	14,132.87	88,360.13	88,360.13	86.21
Dept	100-1000	PUBLIC WKS/SHOP						
06		MATERIALS & SERVICES						
		Expense Sub Totals:	35,500.00	3,225.55	5,997.86	29,502.14	29,502.14	83.10
Dept	100-1100	SUPPORT SERVICES						
05		PERSONNEL SERVICES						
		05 Sub Totals:	400,139.00	31,804.30	63,947.62	336,191.38	336,191.38	84.02
06		MATERIALS & SERVICES						
		06 Sub Totals:	219,046.00	8,116.39	104,539.74	114,506.26	114,506.26	52.27
07		CAPITAL OUTLAY						
		07 Sub Totals:	318,000.00	0.00	0.00	318,000.00	318,000.00	100.00
09		MISCELLANEOUS						
		Expense Sub Totals:	2,237,604.00	39,920.69	168,487.36	2,069,116.64	2,069,116.64	92.47

Account Number		Discription	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
Fund Revenue Sub Totals:			4,220,556.00	88,506.54	189,861.80	4,030,694.20	4,030,694.20	95.50
Fund Expense Sub Totals:			4,220,556.00	201,691.70	459,149.10	3,761,406.90	3,761,406.90	89.12
Fund 100 Sub Totals:			0.00	113,185.16	269,287.30	-269,287.30		
Fund	150	PUBLIC SAFETY FEE						
Dept	150-0000							
R1								
		Revenue Sub Totals:	77,544.00	5,604.76	5,757.37	71,786.63	71,786.63	92.58
Dept	150-1500	MATERIALS & SERVICES						
06		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						
		Expense Sub Totals:	77,544.00	0.00	0.00	77,544.00	77,544.00	100.00
Fund Revenue Sub Totals:			77,544.00	5,604.76	5,757.37	71,786.63	71,786.63	92.58
Fund Expense Sub Totals:			77,544.00	0.00	0.00	77,544.00	77,544.00	100.00
Fund 150 Sub Totals:			0.00	-5,604.76	-5,757.37	5,757.37		
Fund	200	SEWER FUND						
Dept	200-0000							
R1								
		Revenue Sub Totals:	2,348,850.00	170,352.64	316,622.26	2,032,227.74	2,032,227.74	86.52
Dept	200-2000	SEWER MAINT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	194,931.00	14,361.78	31,296.54	163,634.46	163,634.46	83.94
06		MATERIALS & SERVICES						
		06 Sub Totals:	224,045.00	2,184.95	26,144.01	197,900.99	197,900.99	88.33
07		CAPITAL OUTLAY						
		Expense Sub Totals:	448,976.00	16,546.73	57,440.55	391,535.45	391,535.45	87.21
Dept	200-2100	SEWER PLANT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	340,896.00	26,573.55	52,269.91	288,626.09	288,626.09	84.67
06		MATERIALS & SERVICES						
		06 Sub Totals:	438,526.00	57,740.35	111,822.51	326,703.49	326,703.49	74.50
07		CAPITAL OUTLAY						
		Expense Sub Totals:	949,422.00	84,313.90	190,926.22	758,495.78	758,495.78	79.89
09		MISCELLANEOUS						
		Expense Sub Totals:	950,452.00	0.00	0.00	950,452.00	950,452.00	100.00
Fund Revenue Sub Totals:			2,348,850.00	170,352.64	316,622.26	2,032,227.74	2,032,227.74	86.52
Fund Expense Sub Totals:			2,348,850.00	100,860.63	248,366.77	2,100,483.23	2,100,483.23	89.43
Fund 200 Sub Totals:			0.00	-69,492.01	-68,255.49	68,255.49		

Account Number		Discription	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
Fund	210	SEWER CONSTRUCTION						
Dept	210-0000							
R1		Revenue Sub Totals:	1,940,554.00	17,928.40	25,086.75	1,915,467.25	1,915,467.25	98.71
Dept	210-2200	SEWER CONSTRUCTION						
07		CAPITAL OUTLAY						
		07 Sub Totals:	1,300,000.00	58,891.20	190,841.59	1,109,158.41	1,109,158.41	85.32
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	58,891.20	190,841.59	1,749,712.41	1,749,712.41	90.17
		Fund Revenue Sub Totals:	1,940,554.00	17,928.40	25,086.75	1,915,467.25	1,915,467.25	98.71
		Fund Expense Sub Totals:	1,940,554.00	58,891.20	190,841.59	1,749,712.41	1,749,712.41	90.17
		Fund 210 Sub Totals:	0.00	40,962.80	165,754.84	-165,754.84		
Fund	250	WATER FUND						
Dept	250-0000							
R1		Revenue Sub Totals:	1,981,500.00	116,614.23	222,712.25	1,758,787.75	1,758,787.75	88.76
Dept	250-2300	WATER MAINT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	195,241.00	15,544.73	30,947.85	164,293.15	164,293.15	84.15
06		MATERIALS & SERVICES						
		06 Sub Totals:	217,938.00	2,368.92	18,500.47	199,437.53	199,437.53	91.51
07		CAPITAL OUTLAY						
		Expense Sub Totals:	448,179.00	17,913.65	54,578.32	393,600.68	393,600.68	87.82
Dept	250-2500	WATER PLANT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	185,584.00	13,393.27	25,969.48	159,614.52	159,614.52	86.01
06		MATERIALS & SERVICES						
		06 Sub Totals:	215,149.00	3,750.95	45,617.07	169,531.93	169,531.93	78.80
07		CAPITAL OUTLAY						
		Expense Sub Totals:	438,733.00	31,937.77	86,380.10	352,352.90	352,352.90	80.31
Dept	250-2550	SPRINGBROOK PLANT						
06		MATERIALS & SERVICES						
		06 Sub Totals:	3,875.00	147.97	295.30	3,579.70	3,579.70	92.38
07		CAPITAL OUTLAY						
		Expense Sub Totals:	3,875.00	147.97	295.30	3,579.70	3,579.70	92.38
Dept	250-9000	MISCELLANEOUS						
09		MISCELLANEOUS						
		Expense Sub Totals:	1,090,713.00	0.00	0.00	1,090,713.00	1,090,713.00	100.00
		Fund Revenue Sub Totals:	1,981,500.00	116,614.23	222,712.25	1,758,787.75	1,758,787.75	88.76

Account Number		Discription	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
		Fund Expense Sub Totals:	1,981,500.00	49,999.39	141,253.72	1,840,246.28	1,840,246.28	92.87
		Fund 250 Sub Totals:	0.00	-66,614.84	-81,458.53	81,458.53		
Fund	255	WATER METER DEPOSITS						
Dept R1	255-0000							
		Revenue Sub Totals:	0.00	25.00	425.00	-425.00	-425.00	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	25.00	425.00	-425.00	-425.00	0.00
Fund Expense Sub Totals:			0.00	0.00	0.00	0.00	0.00	0.00
Fund 255 Sub Totals:			0.00	-25.00	-425.00	425.00		
Fund	260	WATER CONSTRUCTION						
Dept R1	260-0000							
		Revenue Sub Totals:	2,368,860.00	21,644.10	28,742.80	2,340,117.20	2,340,117.20	98.79
Dept	260-2600	WATER CONSTRUCTION						
06		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	750.00	750.00	2,368,110.00	2,368,110.00	99.97
09		MISCELLANEOUS						
		09 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00
		Expense Sub Totals:	2,368,860.00	750.00	750.00	2,368,110.00	2,368,110.00	99.97
Fund Revenue Sub Totals:			2,368,860.00	21,644.10	28,742.80	2,340,117.20	2,340,117.20	98.79
Fund Expense Sub Totals:			2,368,860.00	750.00	750.00	2,368,110.00	2,368,110.00	99.97
Fund 260 Sub Totals:			0.00	-20,894.10	-27,992.80	27,992.80		
Fund	280	AIRPORT FUND						
Dept R1	280-0000							
		Revenue Sub Totals:	111,253.00	7,056.52	11,230.54	100,022.46	100,022.46	89.91
Dept	280-2800	AIRPORT DEPT						
06		MATERIALS & SERVICES						
		06 Sub Totals:	24,100.00	853.29	1,746.05	22,353.95	22,353.95	92.75
07		CAPITAL OUTLAY						
		07 Sub Totals:	20,000.00	6,236.00	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	7,089.29	7,982.05	103,270.95	103,270.95	92.83
Fund Revenue Sub Totals:			111,253.00	7,056.52	11,230.54	100,022.46	100,022.46	89.91
Fund Expense Sub Totals:			111,253.00	7,089.29	7,982.05	103,270.95	103,270.95	92.83
Fund 280 Sub Totals:			0.00	32.77	-3,248.49	3,248.49		

Account Number		Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
Fund	300	STREET FUND						
Dept	300-0000							
R1		Revenue Sub Totals:	1,474,924.00	31,188.26	66,932.76	1,407,991.24	1,407,991.24	95.46
Dept	300-3000	STREET DEPT						
05		PERSONNEL SERVICES						
		05 Sub Totals:	125,808.00	9,904.29	21,621.43	104,186.57	104,186.57	82.81
06		MATERIALS & SERVICES						
		06 Sub Totals:	172,612.00	2,169.25	23,215.08	149,396.92	149,396.92	86.55
07		CAPITAL OUTLAY						
		07 Sub Totals:	365,000.00	0.00	21,512.00	343,488.00	343,488.00	94.11
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	12,073.54	66,348.51	1,408,575.49	1,408,575.49	95.50
		Fund Revenue Sub Totals:	1,474,924.00	31,188.26	66,932.76	1,407,991.24	1,407,991.24	95.46
		Fund Expense Sub Totals:	1,474,924.00	12,073.54	66,348.51	1,408,575.49	1,408,575.49	95.50
		Fund 300 Sub Totals:	0.00	-19,114.72	-584.25	584.25		
Fund	330	STORM WATER FUND						
Dept	330-0000							
R1		Revenue Sub Totals:	52,432.00	193.96	283.44	52,148.56	52,148.56	99.46
Dept	330-3300	STORM WATER DEPARTMENT						
06		MATERIALS & SERVICES						
		06 Sub Totals:	13,750.00	0.00	0.00	13,750.00	13,750.00	100.00
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	0.00	52,432.00	52,432.00	100.00
		Fund Revenue Sub Totals:	52,432.00	193.96	283.44	52,148.56	52,148.56	99.46
		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	-193.96	-283.44	283.44		
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						
		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

Account Number		Discription	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
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	1,810.24	2,645.38	554,763.62	554,763.62	99.53
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	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
Fund Revenue Sub Totals:			557,409.00	1,810.24	2,645.38	554,763.62	554,763.62	99.53
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	-1,810.24	-2,645.38	2,645.38		
Fund	500	PARK DEVELOPMENT FUND						
Dept	500-0000							
R1		Revenue Sub Totals:	250,508.00	3,128.15	4,732.25	245,775.75	245,775.75	98.11
Dept	500-4500	PARK DEVELOPMENT						
06		MATERIALS & SERVICES						
		06 Sub Totals:	6,000.00	0.00	443.87	5,556.13	5,556.13	92.60
07		CAPITAL OUTLAY						
		07 Sub Totals:	10,000.00	917.27	3,035.07	6,964.93	6,964.93	69.65
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	917.27	3,478.94	247,029.06	247,029.06	98.61
Fund Revenue Sub Totals:			250,508.00	3,128.15	4,732.25	245,775.75	245,775.75	98.11
Fund Expense Sub Totals:			250,508.00	917.27	3,478.94	247,029.06	247,029.06	98.61
Fund 500 Sub Totals:			0.00	-2,210.88	-1,253.31	1,253.31		
Fund	550	RV PARK FUND						
Dept	550-0000							
R1		Revenue Sub Totals:	108,500.00	6,469.30	18,051.55	90,448.45	90,448.45	83.36
Dept	550-5500	MATERIALS & SERVICES						
06		06 Sub Totals:	30,000.00	2,602.85	4,635.54	25,364.46	25,364.46	84.55
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	2,602.85	4,635.54	103,864.46	103,864.46	95.73

Account Number		Discription	Budget Amount	Period Amount	YTD Amount	YTD Var	Available	% Available
		Fund Revenue Sub Totals:	108,500.00	6,469.30	18,051.55	90,448.45	90,448.45	83.36
		Fund Expense Sub Totals:	108,500.00	2,602.85	4,635.54	103,864.46	103,864.46	95.73
		Fund 550 Sub Totals:	0.00	-3,866.45	-13,416.01	13,416.01		
Fund	580	CAPITAL PROJECTS FUND						
Dept	580-0000							
R1		Revenue Sub Totals:	1,048,908.00	5,172.13	7,558.25	1,041,349.75	1,041,349.75	99.28
Dept	580-5800	CAPITAL PROJECTS						
07		CAPITAL OUTLAY						
		07 Sub Totals:	60,000.00	0.00	0.00	60,000.00	60,000.00	100.00
09		MISCELLANEOUS						
		09 Sub Totals:	988,908.00	0.00	0.00	988,908.00	988,908.00	100.00
		Expense Sub Totals:	1,048,908.00	0.00	0.00	1,048,908.00	1,048,908.00	100.00
		Fund Revenue Sub Totals:	1,048,908.00	5,172.13	7,558.25	1,041,349.75	1,041,349.75	99.28
		Fund Expense Sub Totals:	1,048,908.00	0.00	0.00	1,048,908.00	1,048,908.00	100.00
		Fund 580 Sub Totals:	0.00	-5,172.13	-7,558.25	7,558.25		
		Revenue Totals:	16,541,798.00	475,694.23	900,642.40	15,641,155.60	15,641,155.60	94.56
		Expense Totals:	16,541,798.00	434,875.87	1,122,806.22	15,418,991.78	15,418,991.78	93.21
		Report Totals:	0.00	-40,818.36	222,163.82	-222,163.82		
GL-Budget Status (9/7/2023 - 8:29 AM)								Page 1



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 August 2023

Training

Officer Nick Murtha attended a weeklong firearms instructor course at the Roseburg Rod and Gun Club and successfully completed it. This will be a great asset to our firearms training. I would like to congratulate Officer Murtha on this accomplishment.

Agency Assist

Officers from the department assisted the Douglas County Sheriff's Office with providing security at the Douglas County Fair.

Open Police Officer Position

The police officer candidate for the open position Isaiah Smith has almost completed all the requirements and I hope to have him starting October 2nd.

Calls For Service

During August of 2023 officers from the police department responded to 316 calls for service and made 37 arrests. Officers also wrote 65 traffic citations, gave 52 traffic warnings, and gave warnings or issued citations on 33 city ordinance violations.

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					22
MVA - UTL			1			1	1	2					5
MVA - Injury				2	1	1	3	1					8
MVA - Fatal	1	1											2
MVA - Cancelled	1	1	3	4	2		1						12
Medical Aid	5	7	3	6	11	6	7	9					54
Medical Aid - Cancelled	1	1	1				2	4					9
Public Assist				1		1	2	2					6
Public Assist-Lift Assist	9	7	10	10	4	11	3	9					63
Public Safety	1	2	2	1	1		10	6					23
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
Flue Fire	1												1
Fire - Vehicle				1	1	1	2						5
Fire				1		1	1						3
Fire - Illegal Burn		1		2	4	3		1					11
Fire - Controlled Burn		2			3	1							6
Fire - UTL	1	1	1	1	3	6	4	4					21
Fire-Nat Cover			1			2	2	2					7
Fire - Cancelled			1	2		2	1	3					9
Structure Fire	2	4	1	2	1	4	2	2					18
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	0	0	0	0	320

Public Works and Parks

September 19, 2023 Activities Report

- **Streets**
 - 19 Utility Locates in the month of August
 - Weekly downtown garbage collection
 - Regular street sweeping
 - Continued weekly street maintenance focusing on pothole repairs
 - Street striping
 - Installed new stop signs Cristian, Douglas and Laurance St
 - Placed 25 mph sign on Springbrook Rd
- **Sewer**
 - Weekly lift station maintenance
 - Tied in Riverside lift station to sewer system
- **Water**
 - 19 delinquent water turnoffs in August
 - Monthly meter reads
 - Started Lead Copper Survey to complete pipe inventory required by DEQ
 - Service line repair
 - Shirtcliff Oil
 - Craig St
 - Faculty Row
 - Water line installation on Morrison St.
- **Public Works Misc.**
 - None this month
- **Parks and Public Building Department**
 - Monthly park maintenance
 - Monitored chemicals for pool
 - Repair made to irrigation system at Millsite Park
 - Set new chess table at Millsite Park to pilot to see if there is any interest.
Table donated by Olivia See.
 - Replaced 1 picnic table and replaced boards on a second table in RV Park
 - Sidewalk replacement in Maggie Steinbaugh Park

- **Water Treatment**

- Replaced service pump on skid B.
- Dryer for air system was ordered and received. Installation will take place in next month.
- John Passed his Level 2 Operator exam and is now recognized by the State of Oregon as a Level 2 Operator.
- South Umpqua River Plant produced 32.245 (MG) - 31 days of operation.
- Continued at a production rate of 1100 GPM.

- **Wastewater Treatment**

- Total effluent flow to the South Umpqua River = 0 M.G.
- Total Effluent flow to the M.C. Golf Course = 16.590 M.G.
- Myrtle Creek influent flow = 6.572 M.G.
- Tri-City Influent Flow = 8.001 M.G.
- Total Effluent = 16.590 M.G.

Myrtle Creek - City Council Agenda Report

Agenda item: Recreational Trails Program Grant

Meeting Date:	September 19, 2023	Primary Staff Contact:	Lonnie Rainville
Department:	Parks	E-Mail:	lrainville@myrtlecreek.org
Secondary Dept.:		Secondary Contact:	

Issue before the Council:

Approval to apply for Recreational Trails Program Grant to fund the Millsite Park trail extension project in the amount of up to \$35,000

Staff Recommendation:

Staff recommends the approval to apply for the Recreational Trails Program Grant offered by the Oregon Parks and Recreation Department in the amount of up to \$35,000

Background:

The City of Myrtle Creek Parks Commission, at their June meeting, approved the concept of extending the nature trail in Millsite Park. At the July 18, 2023 meeting, City Council approved staff to explore costs and identify grant funding to assist with the cost of the project. The Oregon Parks and Recreation Department offers competitive grants to assist with the development of trail systems. The City estimates that the project can be completed using City staff for under \$55,000. The grant cannot reimburse for staff time but the staff time can be used to cover the 20% match requirement. The \$35,000 would be used to purchase the materials needed for the path extension.

Fiscal Impact:

Potential funding for the trail extension up to \$35,000 to be used for material to construct the new path. City Staff labor cost would be around \$20,000 to meet the grant match requirement.

Council Options:

Council can approve the City to apply for the Recreational Trails Program Grant up to \$35,000.

Council can deny the City making application for the Recreational Trails Program Grant up to \$35,000.

Potential Motion:

I make the motion to approve the City to apply for the Recreational Trails Program Grant for an amount up to \$35,000.



U.S. Department of Transportation
**Federal Highway
Administration**

RECREATIONAL TRAILS PROGRAM GRANT MANUAL

Supported by
US DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION

OREGON PARKS AND RECREATION DEPARTMENT

725 Summer Street NE, Suite C
Salem, OR 97301
Revised: August 2023