

HALSEY CITY COUNCIL MEETING
Tuesday, June 14th, 2022 – 7:00 P.M.
Halsey Community Center and Online
100 Halsey Street, Halsey, OR 97348
(541) 369-2522 / TTY: 1-800-735-2900

AGENDA

A. MEETING CALLED TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. PUBLIC HEARING: PROPOSED USES OF STATE SHARED REVENUE

This is the opportunity for any citizen or property owner of Halsey to address the Council on the proposed uses of State Shared Revenue in the FY 2021-2022 Budget

E. PUBLIC HEARING: FISCAL YEAR 2022-2023 BUDGET

This is the opportunity for any citizen or property owner of Halsey to address the Council on the proposed FY 2022-2023 Budget.

F. PUBLIC HEARING: PROPOSED UTILITY RATE INCREASES 2022-2023

This is the opportunity for any citizen or property owner of Halsey to address the Council on the proposed FY 2022-2023 Utility Rate Increases

G. CONSENT AGENDA

1. Council Meeting Minutes – May 10, 2022

H. FINANCIAL REPORTS

1. Financial Reports – May 2022

I. AGENDA ADJUSTMENTS

J. DELEGATIONS

1. Linn County Sheriff's Office

K. CITIZEN COMMENTS

This is the time for interested citizens and anyone in the audience to address the Council on any items of concern. Please limit your comments to about 3 minutes.

L. REPORTS TO COUNCIL

1. Employee Reports
 - a. City Administrator – Hilary Norton
 - b. Public Works Department – Andy Ridinger
 - c. Library – Jordan Parrish
2. Committee Reports
 - a. OCWCOG Board – Councilor Isom
 - b. CWACT – Mayor Lachenbruch

M. NEW BUSINESS

1. Planning Commission Application – Mitch Little

N. ORDINANCES & RESOLUTIONS

1. RESOLUTION 2022-709 – A Resolution of the City of Halsey Adopting the Budget for the 2022-2023 Fiscal Year and Imposing the Tax Rate of 5.6014 Per \$1,000 and \$55,761 for Bonded Debt
2. RESOLUTION 2022-711 – A Resolution of the City of Halsey Certifying the Eligibility of the City of Halsey to Receive State Shared Revenues
3. RESOLUTION 2022-710 – A Resolution of the City of Halsey Declaring the City's Election to Receive State Shared Revenues

4. RESOLUTION 2022-712 – A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Planning Requests, Water Services, Sewer Services, Facilities Reservation Rates, and Repealing Resolution 2021-692.

O. EXECUTIVE SESSION

The Halsey City Council will go into Executive Session pursuant to ORS 192.660(i) to discuss the annual evaluation of the City Administrator. 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.

P. OLD BUSINESS

1. Adopt an Amended 2022-2023 Wage Scale or Approve Contract

Q. ADJOURNMENT

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

MEETING LOCATION AND FORMAT

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

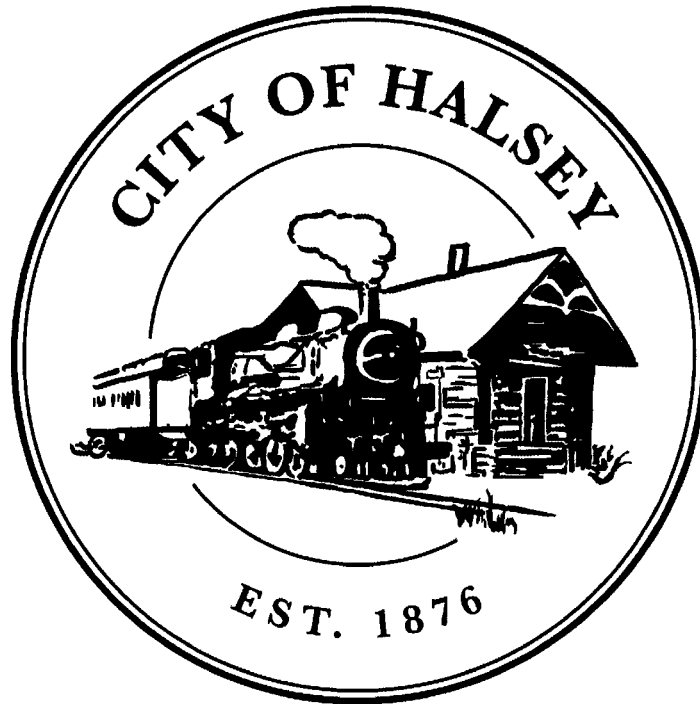
Please do not attend in person if you have any symptoms of Covid-19, such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle aches, headache, sore throat, congestion or runny nose, nausea, vomiting or diarrhea.

Please use the following phone number:

1-253-215-8782

Meeting ID: 343-141-9714

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



Council Packet

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

Tuesday June 14th, 2022
7:00 PM

D. PUBLIC HEARING

PUBLIC HEARING - Proposed Uses of State Shared Revenues		
Council Action:	NONE	June 14, 2022

Issue Statement: Council must hold a Public Hearing on the proposed uses of State Shared Revenues before adopting the FY 2022-23 Budget.

Summary: The estimated revenue amount is \$10,000, proposed to be received and appropriated as follows:

Revenue (General Fund)

10-000-40-153	State Rev Sharing	\$10,000
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Expenditure (Storm Water Drainage Fund)

Heavy Equipment Maintenance	\$2,000
68-330-55-5691	
Equipment	\$4,000
68-330-60-6001	
Construction	\$4,000
68-330-60-6002	

Public Hearing:

The Mayor will open the floor for public comment.

- **No action will be taken as part of this Public Hearing. The proposed State Shared Revenue usage may be adopted with the rest of the budget as part of Resolution 2022-709, item N-1 on the agenda.**

E. PUBLIC HEARING

PUBLIC HEARING - Fiscal Year 2021-2022 Budget		
Council Action:	<i>NONE</i>	June 14, 2022

Issue Statement: Council must hold a Public Hearing on the approved Fiscal Year (FY) 2022-2023 Budget prior to adoption.

Summary: The FY 2022-2023 Budget is attached. It was approved by the Budget Committee in the meeting on April 26, 2022.

Public Hearing:

The Mayor will open the floor for public comment.

- **No action will be taken as part of this Public Hearing. The proposed FY 2022-2023 Budget may be adopted as Resolution 2022-709, item N-1 on the agenda.**

F. PUBLIC HEARING

PUBLIC HEARING – Proposed Utility Rate Increases	
Council Action: <i>NONE</i>	June 14, 2022

Issue Statement: Council must hold a Public Hearing on any proposed utility rate increases prior to adoption.

Summary: The FY 2022-2023 Budget which was approved by the Budget Committee includes the following proposed rate increases: Water - \$2.00, Sewer - \$1.00, Storm Drainage - \$2.00, Blue Heron Stormwater - \$1.00.

- The last utility rate increase took place in June of 2019. In 2020 and 2021, Council made the decision not to increase rates for any utilities, to avoid increasing the financial burden of households impacted by Covid-19. In the last two years, operating costs, and materials costs for infrastructure projects have steadily increased due to demand and inflation.
- RCAC Staff and Business Oregon both state that yearly small increases are more manageable for households on limited incomes as opposed to having years with no increase followed by larger increases
- The new RCAC water rate study recommends larger rate increases over the next 5 years to build up the reserves, however a smaller one was proposed in the budget to leave space for small increases in sewer and stormwater as well.
- The city will need to repair, recondition, or replace Well 69. Building up the water reserve will give the city more funding options and may help protect citizens from an emergency bond or sudden emergency rate increase.
- The Sewer Reserve is still recovering from the lift station pump replacement in 2009. Potential future wastewater projects include a wastewater facilities plan, dredging or lining the lagoons, and inflow and infiltration (I&I) repairs to the collection system.
- Council is asked to consider increases for both stormwater funds this year. In 2014, the Blue Heron Stormwater fee was lowered to \$8 per month from \$14 per month, as there was enough in the fund to replace both pumps. In 2018, the fee was further lowered to \$6 at the same time the Stormwater Utility Fee was created. In 2019, both pumps were replaced. The fund is not recovering from the expense of the new pumps. It should slowly build over the next several years until the system needs a major repair or replacement.
- The city-wide stormwater utility was created in 2018. The \$1 per month fee has not been increased since then. The city has continued to transfer in the State Shared Revenue each year. The unappropriated balance is steadily decreasing. In the last two years, the cost of materials has increased steadily.

Public Hearing:

The Mayor will open the floor for public comment.

- **No action will be taken as part of this Public Hearing. The proposed utility rate increases may be adopted by approving Resolution 2022-712, item N-4 on the Agenda.**

G. CONSENT AGENDA

Consent Agenda	
Council Action: <i>MOTION</i>	June 14, 2022

Any Councilor may request to remove an item from the consent agenda that they wish to have discussed and acted on outside the consent agenda. If there is no request made, Council may approve all the items on the consent agenda with a single motion.

1. Council Meeting Minutes – May 10, 2022

➤ **Possible Motion:** I move that the Governing Body of the City of Halsey approve the business items in the consent agenda as submitted.

- **Council Options**

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

REGULAR CITY COUNCIL MEETING

May 10, 2022, 7:00 p.m. at City Hall, 100 W Halsey St., Halsey, OR

**This hybrid meeting was also conducted as a teleconference, with external participation available via phone or video link.*

MEETING CALLED TO ORDER

Meeting called to order at 7:00 p.m.

ROLL CALL

Present: Mayor Jerry Lachenbruch, Councilor Jerry Gillson, Council President Ken Lorensen, Councilor Stacy Strauss, Councilor Randy McMillen

Absent: Councilor Michelle Isom, Councilor Christine Raven

Staff Present: City Administrator Hilary Norton, Assistant City Recorder Larissa Gangle

Guests: T. J. Gillson, Anne Sunday, Scott McDowell

Remote

Participants: Public Works Andy Ridinger

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Council Meeting Minutes – April 12, 2022

Motion: I move that the Governing Body of the City of Halsey approve the business items in the consent agenda as submitted.

Motion by: Councilor President Lorensen, Seconded by Councilor Strauss

Vote:

Ayes: Unanimous

Motion Carries

FINANCIAL REPORTS

Council reviewed the Financial Reports and Journal Entries for April 2022.

The April Financial Report includes approving check numbers 19665-19707 in the amount of \$30,528.38.

Motion: I move that the Governing Body of the City of Halsey approve the April 2022 Financial Reports and Journal Entries as submitted.

Motion by: Councilor Lachenbruch, Seconded by Council President Lorensen

Vote:

Ayes: Unanimous

Motion Carries

AGENDA ADJUSTMENTS

Administrator Norton requested to move Item J.3., Rural Economic Alliance (REAL) Intergovernmental Agreement Update, to delegations.

DELEGATIONS

Linn County Sheriff's Office—Sherriff Michelle Duncan

Sherriff Duncan presented the April report. Incidents reviewed included increased citations and traffic warnings, burglary of businesses in town that was result of a crime spree along I-5 corridor beginning in Millersburg down to Eugene/Springfield area. Sherriff Duncan also issued reminder to keep personal property and valuables out of unlocked vehicles.

Rural Economic Alliance (REAL) Intergovernmental Agreement Update

Council is asked to consider extending the Intergovernmental Agreement for the REAL project for another two years.

Questions raised over what Halsey will receive in benefits from this motion.

The City is asked to sign an extension of the IGA for a two-year period. During this time, the group will continue to make progress based on the original strategic plan, also intends to work on the next strategic plan as much of the work identified in this one will be completed in that time period.

Motion: I move that the City of Halsey continue to participate in the Rural Economic Alliance project and sign a two-year extension of the intergovernmental agreement.

Motion by: Councilor Strauss, Seconded by Council President Lorensen

Vote:

Ayes: Unanimous

Motion Carries

CITIZEN COMMENTS

There were no citizen comments.

OLD BUSINESS

There was no old business.

REPORTS TO COUNCIL

City Administration-Administrator Hilary Norton

Siletz Tribal Charitable Contribution Fund Grant

The Halsey Library was awarded an STCCF Grant in the amount of \$2,000 to assist with the purchase and installation of a new heat pump at library.

RARE Application Update

Administrator Norton participated in a “screening” call with the director of the program on Thursday April 28th and Halsey was selected to host a RARE member. The City will provide a position description that will lead to interviews the week of June 20th. Administrator Norton asked if any members of council is available to participate.

Staff Innovations and Process Improvement Training

Both City Hall and the Library will be closed for an in-service day on Wednesday, May 18th to go to an offsite training in Innovation and Process Improvement. The training is being offered to the city at no charge. Notice of the closure will be posted on the website and in the newsletter.

Municipal Clerk Update

Hired new Municipal Clerk named Madison LaCoste. She is a Central Linn High School alumni with strong ties to the community.

Small Cities Meeting

The next quarterly Small Cities meeting will be in Harrisburg on Friday May 13th at 11 am. It will include a legislative update from League of Oregon Cities. Administrator Norton asked if any member of council is interested in participating.

Regards to Rural

Administrator Norton will be out of town at the Regards to Rural conference on May 20-21st. The conference and housing are paid for by Business Oregon as part of the ROI grant for the Rural Economic Alliance (REAL) project.

Elections 2022

The next General Election will be on Tuesday November 8th. Councilors Isom, Gillson, and Lorensen and Mayor Lachenbruch’s terms end on December 31, 2022. Elections packets will be available on June 1st.

Public Works-Lead Utility Worker Andy Ridinger

- Annual Reports- Two annual reports were drafted and submitted this month: the Chemical Inventory Report and the Cross Connection Report.
- Hopper mower tune-up/maintenance- The hopper mower got a complete tune up with 2 new tires

- Water Plant- There was a small infestation of mice at the water plant, they have since been cleaned up and the CL2 pump has been rebuilt
- I&I Study- A company came out to help with a camera to help with I&I study in the sewer collection system.
- Lift Station- Pump #2 needed a limit switch replaced. The City ended the discharge season with discharging 44 million gallons in 4 months getting the pond level down to 3'8"
- Mowing/Spraying- Due to the rain the mowing has gotten behind but with weather improving in the future staff will be able to get caught up. Spraying is caught up.

Library-Librarian Sara Cooper

- Introduction- Daily traffic is increasing. The Library served 108 patrons in April.
- Book Sale- Bookmobile sale was on May 7th. The Library made \$50
- Summer Reading Program- This year the theme for the Summer Reading Program is "Read Beyond the Beaten Path." The kick-off event will be on Saturday, June 25th with events each Saturday in July. Caesar the "No Drama Llama" will be visiting Halsey again this year.
- Local Art- Librarian Sara is hoping to reach out to local photographers/artists to display local art and photographs on a rotation to bring in more patrons to view local art.
- Fall 5K- A question was asked if the 5K race will happen again this year. Due to hiring in January we plan to host the 5K in the Fall.

NEW BUSINESS

GSI Report Well 69

The GSI Water Solutions report on the condition and options for Well 69.

It has been recommended to replace the well now rather than replace parts needing to be repaired.

Concerns were raised over contamination of repairing the well with chemicals required to replace/repair the well rather than replace the well as a whole.

Concerns also raised about the cost of replacing the well as a whole, but also raised about the well failing in the repair process and having to replace.

Administrator Norton has started researching infrastructure funding options in case there is state or federal funding we could access for a new well and potentially for replacing the older parts of the delivery system.

Council consensus was to proceed with planning to replace the well.

OLCC License Renewals

Council must approve or deny the renewal of OLCC liquor licenses by 7 Star Convenience Store and Julie’s Halsey Tavern

Motion: I move that the Governing Body of the City of Halsey approve the liquor license Renewals for 7 Star Convenience and Julie’s Halsey Tavern

Motion by: Councilor Gillson, Seconded by Councilor McMillen

Vote:

Ayes: Unanimous

Motion Carries

ORDINANCES & RESOLUTIONS

Mayor Lachenbruch requested Council’s permission to read the Ordinances & Resolutions by title only.

ORDINANCE 2022-440 – An Ordinance Amending City of Halsey Municipal Code, Reversing and Repealing Chapter 7.05 Relating to Peddlers, and Replacing it with the Following Chapter 7.05

Council is asked to consider adopting a new Chapter 7.05 of the Municipal Code, relating to peddlers and solicitation

Motion: I move that the Governing Body of the City of Halsey adopt ORDINANCE 2022-440 – An Ordinance Amending City of Halsey Municipal Code, Reversing and Repealing Chapter 7.05 Relating to Peddlers, and Replacing it with the Following Chapter 7.05

Motion by: Councilor Gillson, Seconded by Councilor Lorensen

Vote:

Ayes: Unanimous

Motion Carries

RESOLUTION 2022-707 – A Resolution of the City of Halsey Proclaiming May 2022 as Mental Health Awareness Month

Council was asked to consider adopting a Resolution declaring May 2022 as Mental Health Awareness Month

Motion: I move that the Governing Body of the City of Halsey adopt RESOLUTION 2022-707 – A Resolution of the City of Halsey Proclaiming May 2022 as Mental Health Awareness Month

Motion by: Councilor Strauss, Seconded by Councilor McMillen

Vote:

Ayes: Unanimous

Motion Carries

RESOLUTION 2022-708 – A Resolution of the City of Halsey Appropriating Funds and Transferring \$10,000 From the Water Fund Operating Contingency to Water Fund – Materials and Services – Contracts/Professional Services

Council was asked to transfer \$10,000 from the Water Fund Operating Contingency to Water Fund – Materials and Services – Contracts/Professional Services to help pay for the GSI Water Solutions Assessment of Well 69

Motion: I move that the Governing Body of the City of Halsey adopt RESOLUTION 2022-708 – Appropriating Funds and Transferring \$10,000 From the Water Fund Operating Contingency to Water Fund – Materials and Services – Contracts/Professional Services

Motion by: Councilor Gillson, Seconded by Council President Lorensen

Vote:

Ayes: Unanimous

Motion Carries

ADJOURNMENT

Meeting adjourned at 8:23 p.m.

Municipal Clerk, Madison LaCoste

Mayor Jerry Lachenbruch

H. FINANCIAL REPORTS

Financial Reports & Journal Entries – May 2022		
Council Action:	<i>MOTION</i>	June 14, 2022

Issue Statement: Council is asked to review and approve the Financial Reports and Journal Entries for May 2022

Summary:

Approving the May Financial Report includes approving check numbers 19708-19752 in the amount of \$64,462.89. The prior month's final check number was 19707.

- **Possible Motion:** I move that the Governing Body of the City of Halsey approve May 2022 Financial Reports and Journal Entries as Submitted
 - **Council Options**
 1. **Approve as recommended.**
 2. **Approve with amendments.**
 3. **Provide further direction to staff.**
 4. **Deny or Postpone request.**

CITY OF HALSEY
 COMBINED CASH INVESTMENT
 MAY 31, 2022

COMBINED CASH ACCOUNTS

01-0001001	COMBINED CASH - CHECKING	22,405.12
01-0001002	MONEY MARKET	34,239.17
01-0001003	INVESTMENT POOLED	1,855,909.27
		1,912,553.56
01-0001000	CASH ALLOCATED TO OTHER FUNDS	(1,912,553.56)
		.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO (10) GENERAL FUND	423,776.73
18	ALLOCATION TO VEHICLE & EQUIP RESERVE	16,054.19
20	ALLOCATION TO (20) STREET FUND	41,786.64
25	ALLOCATION TO (25) STREET & PATHWAY FUND	72,070.15
40	ALLOCATION TO (40) BOND FUND	56,218.89
55	ALLOCATION TO (55) LIBRARY FUND	18,851.41
60	ALLOCATION TO (60) WATER FUND	240,970.73
61	ALLOCATION TO (61) SEWER FUND	254,550.39
62	ALLOCATION TO (62) WATER RESERVE FUND	308,923.44
63	ALLOCATION TO (63) SEWER RESERVE FUND	157,024.43
65	ALLOCATION TO STORM WATER BLUE HERON FUND	29,037.36
68	ALLOCATION TO (68) STORM WATER DRAINAGE FUND	14,788.69
72	ALLOCATION TO (72) WATER SYSTM DEVELOP CHG	107,031.77
73	ALLOCATION TO (73) SEWER SYSTM DEVELOP CHG	30,685.61
74	ALLOCATION TO (74) STORMWATER SYSTEM DEVELOP	123,010.04
80	ALLOCATION TO (80) VETERANS MEMORIAL PARK	12,011.30
85	ALLOCATION TO (85) HALSEY CITY PARK FUND	5,761.79
		1,912,553.56
	ALLOCATION FROM COMBINED CASH FUND - 01-0001000	(1,912,553.56)
		.00

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

Pacific Continental Checking (Operating Checking) (1)
May 31, 2022

Account: 010001001
Bank Account Number: 25500067

Bank Statement Balance:	44,735.74	Book Balance Previous Month:	7,607.38
Outstanding Deposits:	98.58	Total Receipts:	114,494.71
Outstanding Checks:	22,429.20	Total Disbursements:	99,696.97
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	22,405.12	Book Balance:	22,405.12

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
1123	98.58						
						Total:	98.58

Deposits cleared: 35 items Deposits Outstanding: 1 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
6	22.03-	18155	1.63	19077	68.45	19752	52.40
7	3.86-	18156	13.27	19120	120.00	531202	211.35
8	15.42-	18163	.85	19370	112.03	531202	8,239.56
9	13.77-	18170	.50	19370	112.03-	531202	1,549.79
14206	27.52	18344	2,000.00	19423	154.84	531202	4,557.44
17523	23.44	18489	100.00	19703	1,750.00	531202	300.00
17752	316.65	18511	150.00	19746	675.00	225201	260.20-
18058	53.23	18692	28.50	19749	115.08		
18073	154.00	19068	28.50	19750	2,052.48	Total:	22,429.20

Checks cleared: 65 items Checks Outstanding: 34 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

Money Market Account (Money Market) (2)
May 31, 2022

Account: 010001002
Bank Account Number: 25500059

Bank Statement Balance:	32,922.24	Book Balance Previous Month:	23,589.86
Outstanding Deposits:	1,316.93	Total Receipts:	40,746.31
Outstanding Checks:	.00	Total Disbursements:	30,097.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	34,239.17	Book Balance:	34,239.17

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
1124	1,316.93						
						Total:	1,316.93

Deposits cleared: 15 items Deposits Outstanding: 1 items

Outstanding Checks

No outstanding checks found!
Checks cleared: 3 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Report Criteria:

- Computed checks included
- Manual checks included
- Supplemental checks included
- Termination checks included
- Void checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
05/31/2022	PC	05/31/2022	5262022	Norton, Hilary	130		01-0001001	4,372.68-
05/31/2022	PC	05/31/2022	5262022	Andy Ridinger	210		01-0001001	3,939.16-
05/31/2022	PC	05/31/2022	5262022	Gangle, Larissa Michele	241		01-0001001	3,095.27-
05/31/2022	PC	05/31/2022	5262022	William Jones	245		01-0001001	2,485.33-
05/31/2022	PC	05/31/2022	5262022	Sara Cunningham Cooper	255		01-0001001	1,126.38-
05/31/2022	PC	05/31/2022	5262022	Madison LaCoste	256		01-0001001	604.86-
Grand Totals:			<u>6</u>					<u>15,623.68-</u>

Report Criteria:

Include transaction count

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISBURSEMENTS - MoneyMkt (CD2)						
05/31/2022	1	Trans MM to CK	01-0001001	Combined Cash - Checking	8,000.00	
05/31/2022	2	Trans MM to CK	01-0001002	Money Market	.00	8,000.00-
05/31/2022	3	Trans MM to CK	01-0001001	Combined Cash - Checking	22,000.00	
05/31/2022	4	Trans MM to CK	01-0001002	Money Market	.00	22,000.00-
05/31/2022	5	ACH Bank Fees	10-110-55-5545	Bank Fees/Misc Expense	97.00	
05/31/2022	6	ACH Bank Fees	01-0001002	Money Market	.00	97.00-
Total CASH DISBURSEMENTS - MoneyMkt (CD2):					<u>30,097.00</u>	<u>30,097.00-</u>

References: 6 Transactions: 6

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH RECEIPTS - MANUAL ENTRIES (CRJE)						
05/31/2022	1	MM Interest	01-0001002	Money Market	.21	
05/31/2022	2	MM Interest	10-000-40-650	Interest on Investments	.00	.21-
05/31/2022	3	LGIP Trans Ck	01-0001001	Combined Cash - Checking	70,000.00	
05/31/2022	4	LGIP Trans Ck	01-0001003	Investment Pooled	.00	70,000.00-
05/31/2022	5	Pers Adj	01-0001001	Combined Cash - Checking	.01	
05/31/2022	6	Pers Adj	10-110-50-5402	PERS Retirement-Employer	.00	.01-
Total CASH RECEIPTS - MANUAL ENTRIES (CRJE):					<u>70,000.22</u>	<u>70,000.22-</u>

References: 6 Transactions: 6

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
JOURNAL ENTRIES (JE)						
05/31/2022	1	LGIP Interest	01-0001003	Investment Pooled	1,203.04	
05/31/2022	2	LGIP Interest	10-000-40-650	Interest on Investments	.00	266.56-
05/31/2022	3	LGIP Interest	18-000-40-650	Interest on Investments	.00	10.10-
05/31/2022	4	LGIP Interest	20-000-40-650	Interest on Investments	.00	26.28-
05/31/2022	5	LGIP Interest	25-000-40-650	Interest on Investments	.00	45.33-
05/31/2022	6	LGIP Interest	40-000-40-650	Interest on Investments	.00	35.36-
05/31/2022	7	LGIP Interest	55-000-40-650	Interest on Investments	.00	11.86-
05/31/2022	8	LGIP Interest	60-000-40-650	Interest on Investments	.00	151.58-
05/31/2022	9	LGIP Interest	61-000-40-650	Interest on Investments	.00	160.12-
05/31/2022	10	LGIP Interest	62-000-40-650	Interest on Investments	.00	194.32-
05/31/2022	11	LGIP Interest	63-000-40-650	Interest on Investments	.00	98.77-
05/31/2022	12	LGIP Interest	65-000-40-650	Interest on Investments	.00	18.27-
05/31/2022	13	LGIP Interest	68-000-40-650	Interest on Investments	.00	9.30-
05/31/2022	14	LGIP Interest	72-000-40-650	Interest on Investments	.00	67.33-
05/31/2022	15	LGIP Interest	73-000-40-650	Interest on Investments	.00	19.30-
05/31/2022	16	LGIP Interest	74-000-40-650	Interest on Investments	.00	77.38-
05/31/2022	17	LGIP Interest	80-000-40-650	Interest on Investments	.00	7.56-
05/31/2022	18	LGIP Interest	85-000-40-650	Interest on Investments	.00	3.62-
Total 522:					<u>101,300.26</u>	<u>101,300.26-</u>
Total JOURNAL ENTRIES (JE):					<u>1,203.04</u>	<u>1,203.04-</u>
References: 18 Transactions: 18						
Grand Totals:					<u>101,300.26</u>	<u>101,300.26-</u>

Date	Check Number	Payee or Description	Check Amount
05/31/2022	1	Trans MM to CK	8,000.00
05/31/2022	3	Trans MM to CK	22,000.00
05/31/2022	5	ACH Bank Fees	97.00
05/05/2022	19708	Alyrica Networks	39.99
05/05/2022	19709	Colleen Becker	700.00
05/05/2022	19710	Blackstone Construction LLC	6,500.00
05/05/2022	19711	Cascade Columbia Distribution	180.00
05/05/2022	19712	Executive Cleaning	572.00
05/05/2022	19713	David Kinney	810.00
05/05/2022	19714	Linn County Sheriff's Office	16,310.25
05/05/2022	19715	Morley Thomas Law	300.00
05/05/2022	19716	Northwest Natural Gas	1,834.34
05/05/2022	19717	One Call Concepts Inc.	.00
05/05/2022	19718	Renewable Resource Group, Inc	381.00
05/05/2022	19719	Rice Heating & Air Conditioning	99.00
05/05/2022	19720	Roome Telecommunications Inc.	364.65
05/05/2022	19721	Department of Environmental Quality	100.00
05/05/2022	19722	The Times	362.82
05/05/2022	19723	One Call Concepts Inc.	69.60
05/13/2022	19724	AT&T	100.61
05/13/2022	19725	Brownsville Body Shop	60.00
05/13/2022	19726	Carlson Hardware Inc.	105.25
05/13/2022	19727	CECO, Inc.	682.33
05/13/2022	19728	Civil West Engineering Services, Inc.	12,625.55
05/13/2022	19729	DKW Construction LLC	3,213.80
05/13/2022	19730	Ferguson Waterworks #3011	19.78
05/13/2022	19731	GSI Water Solutions, Inc.	4,375.50
05/13/2022	19732	JSG Lawn Maintenance	1,800.00
05/13/2022	19733	Kelley Connect	566.36
05/13/2022	19734	Local Government Law Group, PC	40.00
05/13/2022	19735	National Business Solutions	1,614.75
05/13/2022	19736	Old Republic Surety Group	450.00
05/13/2022	19737	Oregon DEQ	160.00
05/13/2022	19738	Petty Cash	150.97
05/13/2022	19739	Renewable Resource Group, Inc	134.00
05/13/2022	19740	Security Alarm Corp	425.68
05/13/2022	19741	Wilbur-Ellis Company LLC	815.43
05/19/2022	19742	Larissa Gangle	86.58
05/19/2022	19743	Lonnie or Crystal Krause	34.04
05/19/2022	19744	National Business Solutions	715.75
05/19/2022	19745	NW Natural Gas	201.51
05/19/2022	19746	OHA Cashier	675.00
05/19/2022	19747	Pacific Power	3,990.39
05/19/2022	19748	Renewable Resource Group, Inc	76.00
05/19/2022	19749	U.S. Postal Service	115.08
05/26/2022	19750	Columbia Bank Cardmember Services	2,052.48
05/26/2022	19751	Kenneth Bagg	500.00
05/26/2022	19752	Security Alarm Corp	52.40
05/31/2022	92201	DIRECT DEPOSIT TOTAL	15,623.68
05/31/2022	52620221	Norton, Hilary - DIR DEP	.00
05/31/2022	52620222	Andy Ridinger - DIR DEP	.00
05/31/2022	52620223	Gangle, Larissa Michele - DIR DEP	.00
05/31/2022	52620224	William Jones - DIR DEP	.00
05/31/2022	52620225	Sara Cunningham Cooper - DIR DEP	.00
05/31/2022	52620226	Madison LaCoste - DIR DEP	.00
05/26/2022	53120221	AFLAC	211.35
05/26/2022	53120222	EBS Trust, CIS- Benefits	8,239.56

Date	Check Number	Payee or Description	Check Amount
05/26/2022	53120223	IRS Tax Deposit	4,752.26
05/26/2022	53120224	Oregon Dept of Revenue - WC/UI	1,549.79
05/26/2022	53120225	P.E.R.S.	4,557.44
05/26/2022	53120226	VOYA	300.00
Grand Totals:			<u>129,793.97</u>

Check No.	Check Date	Vendor No.	Payee	Description	GL Account	Amount Pd
19708	05/05/2022	934	Alyrica Networks	Internet-Shop	60-310-55-5662	39.99
19709	05/05/2022	1109	Colleen Becker	Meta! City of Halsey Logo	10-110-60-6016	700.00
19710	05/05/2022	858	Blackstone Construction LLC	West 3rd St. Patches (2020 SCA)	20-210-60-6002	6,500.00
19711	05/05/2022	48	Cascade Columbia Distribution	Sodium Bisulfite	61-320-55-5617	180.00
19712	05/05/2022	954	Executive Cleaning	Contract Janitorial Services- April 2022	10-110-55-5680	572.00
19713	05/05/2022	799	David Kinney	Planning Services	10-110-55-5622	810.00
19714	05/05/2022	208	Linn County Sheriff's Office	Law Enforcement Contract- Q4 2021/22	10-110-55-5645	16,310.25
19715	05/05/2022	957	Morley Thomas Law	City Municipal Judge-May 2022	10-110-55-5648	300.00
19716	05/05/2022	263	Northwest Natural Gas	Damage Repair 520 W 4th St.	10-110-55-5671	1,834.34
19717	05/05/2022	272	One Call Concepts Inc.	Line Locates	61-320-55-5546	.00
19718	05/05/2022	19	Renewable Resource Group, Inc	Coliform	61-320-55-5860	381.00
19719	05/05/2022	980	Rice Heating & Air Conditioning	Adjust Thermostat at City Hall	10-110-55-5680	99.00
19720	05/05/2022	332	Roome Telecommunications Inc.	Library	55-410-55-5664	364.65
19721	05/05/2022	993	Department of Environmental Qua	Annual Fee 7/1/22-6/30/23	60-310-55-5730	100.00
19722	05/05/2022	383	The Times	Legal Notice-State Shared Revenue Funds	10-110-55-5741	362.82
19723	05/05/2022	272	One Call Concepts Inc.	Line Locates	61-320-55-5546	69.60
19724	05/13/2022	24	AT&T	LONG DISTANCE-ACCOUNT # 020787	61-320-55-5662	100.61
19725	05/13/2022	36	Brownsville Body Shop	Hopper Mower Tires	68-330-55-5691	60.00
19726	05/13/2022	46	Carlson Hardware Inc.	Paint Supplies for Train Station	10-110-60-6016	105.25
19727	05/13/2022	47	CECO, Inc.	Fuel	61-320-55-5615	682.33
19728	05/13/2022	945	Civil West Engineering Services, I	Wastewater/ I&I Study	61-320-55-5900	12,625.55
19729	05/13/2022	1003	DKW Construction LLC	Paint Train Cover	10-110-60-6016	3,213.80
19730	05/13/2022	848	Ferguson Waterworks #3011	In-Line Filter for Water Plant	60-310-55-5701	19.78
19731	05/13/2022	1103	GSI Water Solutions, Inc.	Initial Condition Assessment of Well No. 69	60-310-55-5910	4,375.50
19732	05/13/2022	1062	JSG Lawn Maintenance	Monthly Landscape Services- May 2022	10-110-55-5910	1,800.00
19733	05/13/2022	1014	Kelley Connect	Monthly Copier Contract	61-320-55-5702	566.36
19734	05/13/2022	1042	Local Government Law Group, P	Legal Services	10-110-55-5721	40.00
19735	05/13/2022	1110	National Business Solutions	Contract IT Support 4/15-5/14/22	10-110-55-5770	1,614.75
19736	05/13/2022	748	Old Republic Surety Group	Bond Payment 7/01/2022	10-110-55-5551	450.00
19737	05/13/2022	277	Oregon DEQ	Ridinger Wastewater Operator Certificate 7/1/22	61-320-55-5543	160.00
19738	05/13/2022	308	Petty Cash	Utility Bill Postage	10-110-55-5610	150.97
19739	05/13/2022	19	Renewable Resource Group, Inc	Biochem Oxygen Demand & Suspended Solids	61-320-55-5860	134.00
19740	05/13/2022	688	Security Alarm Corp	Monthly Security Monitoring	10-110-55-5771	425.68
19741	05/13/2022	422	Wilbur-Ellis Company LLC	Spray	68-330-55-5601	815.43
19742	05/19/2022	854	Larissa Gangle	Mileage Reimbursement-Newport Staff Training/	10-110-55-5760	86.58
19743	05/19/2022	1111	Lonnie or Crystal Krause	Credit Balance Refund-Acct# 1264.02	01-0001075	34.04
19744	05/19/2022	1110	National Business Solutions	Contract IT Support 5/15-6/14/22	10-110-55-5770	715.75
19745	05/19/2022	263	NW Natural Gas	Shop	60-310-55-5671	201.51
19746	05/19/2022	550	OHA Cashier	Annual Water System Fee 7/1/22-06/30/23	60-310-55-5730	675.00
19747	05/19/2022	297	Pacific Power	5th & L Pump Station	60-310-55-5672	3,990.39
19748	05/19/2022	19	Renewable Resource Group, Inc	Coliform	60-310-55-5860	76.00
19749	05/19/2022	314	U.S. Postal Service	Newsletter Postage-June 2022	10-110-55-5610	115.08
19750	05/26/2022	665	Columbia Bank Cardmember Serv	Library Supplies	55-410-55-5616	2,052.48
19751	05/26/2022	1011	Kenneth Bagg	Sidewalk Repair	20-210-55-5665	500.00
19752	05/26/2022	688	Security Alarm Corp	Monthly Security Monitoring-Adjusted Invoice	10-110-55-5771	52.40

Grand Totals:

64,462.89

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____



LINN COUNTY SHERIFF'S OFFICE

Michelle Duncan, Sheriff

1115 S.E. Jackson Street, Albany, OR 97322

Albany, OR. 97322

Phone: 541-967-3950

www.linnsheriff.org

2022

MONTHLY REPORT TO THE CITY OF HALSEY FROM THE LINN COUNTY SHERIFF'S OFFICE

FOR THE MONTH OF: **May**

TRAFFIC CITATIONS: -----	5
TRAFFIC WARNINGS: -----	22
TRAFFIC CRASHES: -----	0
ADULTS CITED/VIOLATIONS: -----	0
ADULTS ARRESTED : -----	2
JUVENILES CITED/VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED:-----	49

TOTAL HOURS SPENT: **HALSEY 75**
Hours

CONTRACT HOURS= 72 HOURS

Michelle Duncan,
Sheriff, Linn County

By: Sergeant Steven Frambes



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

This Report Encompasses: 5/ 1/22 to 5/31/22

Total Incidents This Month: **49**

Incident Information:	Description
<p>CAD# 2022074992 TIME: 5/2/2022 3:39:43PM CASE# CAD Only HALS CAD CALL COMPLETE</p>	<p>DOG COMPLAINT Reported at Block of 000 W HALSEY ST HALS</p> <hr/> <p>Dog reported to be out. Dog was no longer in area</p>
<p>CAD# 2022075060 TIME: 5/2/2022 5:19:42PM CASE# CAD Only HALS HALSEY</p>	<p>TRAFFIC HAZARD Reported at Block of 000 NW 2ND ST/AMERICAN DR HALS</p> <hr/> <p>Deputy helped disabled truck get moved.</p>
<p>CAD# 2022075235 TIME: 5/3/2022 12:15:13AM CASE# CAD Only HALS HALSEY</p>	<p>TRAFFIC STOP Reported at Block of 100 W HALSEY ST HALS</p> <hr/> <p>Suspicious vehicle at city hall. Just the cleaning crew.</p>
<p>CAD# 2022075642 TIME: 5/3/2022 4:01:26PM CASE# CAD Only HALS CITE MOVING VIOLATION</p>	<p>TRAFFIC STOP Reported at Block of 000 E 2ND ST/E A ST HALS</p> <hr/> <p>Traffic stop, driver cited for violation of the basic rule 11-20.</p>
<p>CAD# 2022075808 TIME: 5/3/2022 8:55:30PM CASE# CAD Only HALS</p>	<p>FOUND DOG Reported at Block of 600 W 4TH ST/W G ST HALS</p> <hr/> <p>No Public Narrative.</p>

Incident Information:

Description

CAD# 2022076242
TIME: 5/4/2022 1:38:11PM
CASE# CAD Only
HALS

911 HANG UP CALL Reported at Block of 100 W H ST HALS

No Public Narrative

CAD# 2022076320
TIME: 5/4/2022 3:44:22PM
CASE# CAD Only
HALS

ANIMAL COMPLAINT Reported at Block of 100 E H ST HALS

Deputy attempted to contact a subject at this location regarding a possible animal neglect but got no answer. Business card left.

CAD CALL COMPLETE

CAD# 2022076737
TIME: 5/5/2022 10:22:45AM
CASE# 2201707
HALS

Report Filed. MENTAL HOLD BY POLICE OFFICER-POH Reported At Block Of 200 E G ST
Occurred between 1021 hours on 5/5/2022 and 1022 hours on 5/5/2022 . Reported

Deputies responded to a male having a mental health crisis. The male was a danger to himself. He fought with deputies who were trying to help him. He was transported to a local hospital to obtain mental health services/treatment.

REPORT TAKEN

CAD# 2022076887
TIME: 5/5/2022 2:23:25PM
CASE# CAD Only
HALS

EXTRA PATROL Reported at Block of 400 W D ST HALS

Citizen reporting black Ford Mustang driving erratically during the time kids get off of school and requesting extra patrol.

CAD CALL COMPLETE

CAD# 2022077129
TIME: 5/5/2022 9:45:02PM
CASE# CAD Only
HALS

INFORMATION ONLY REPORT Reported at Block of 200 E G ST HALS

Male previously transported to the hospital on POH escaped from the hospital and was recontacted by APD.

CAD# 2022077430
TIME: 5/6/2022 11:42:14AM
CASE# CAD Only
HALS

ANIMAL COMPLAINT Reported at Block of 100 E H ST HALS

reported that roommate was not caring for her animals. I spoke to both parties and saw all the animals and saw no crimes. Call is unfounded.

CAD CALL COMPLETE

Incident Information:

Description

CAD# 2022077478
TIME: 5/6/2022 1:21:18PM
CASE# CAD Only
HALS
WARNING SPEEDING VIOLAT

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

MALE OPERATOR WARNED FOR SPEED

CAD# 2022077958
TIME: 5/7/2022 8:42:21AM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

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

Traffic stop, warned for equipment violation

CAD# 2022077982
TIME: 5/7/2022 9:29:13AM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

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

Traffic stop, warned for equipment violation.

CAD# 2022077986
TIME: 5/7/2022 9:38:04AM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

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

Traffic stop, warned for equipment violation.

CAD# 2022077991
TIME: 5/7/2022 9:43:24AM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

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

Traffic stop, warned for equipment violation

CAD# 2022077998
TIME: 5/7/2022 10:03:47AM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

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

Traffic stop, driver cited for driving while suspended violation.

Incident Information:

Description

CAD# 2022078004
TIME: 5/7/2022 10:15:11AM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

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

Traffic stop, warned for equipment violation

CAD# 2022078009
TIME: 5/7/2022 10:31:26AM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

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

Traffic stop, driver warned for equipment violation

CAD# 2022078018
TIME: 5/7/2022 10:47:24AM
CASE# CAD Only
HALS
WARNING ISSUED

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

Traffic stop, driver cited for driving without driving privileges.

CAD# 2022078031
TIME: 5/7/2022 11:23:05AM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

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

Traffic stop, warned for equipment violation.

CAD# 2022078040
TIME: 5/7/2022 11:51:18AM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 300 W J STW 4TH ST HALS

Traffic stop, warned for equipment violation

CAD# 2022078046
TIME: 5/7/2022 12:01:59PM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

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

Traffic stop, driver cited for driving without driving privileges.

Incident Information:

Description

CAD# 2022078101
 TIME: 5/7/2022 1:44:14PM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

UEMV Reported at Block of 000 W 1ST ST HALS

Citizen reported a friend was using her vehicle and left it at a local bar. Citizen said the friend returned to the vehicle and saw a broken window and noticed a backpack with miscellaneous personal items were taken. Information documented at the caller's request.

CAD# 2022078276
 TIME: 5/7/2022 6:55:15PM
 CASE# CAD Only
 HALS
 HALSEY

TRAFFIC COMPLAINT Reported at Block of 400 W D ST HALS

Speeding complaint. Deputy located the involved vehicle parked and was not able to locate the driver.

CAD# 2022078539
 TIME: 5/8/2022 9:12:44AM
 CASE# CAD Only
 HALS
 WARNING EQUIPMENT VIOL

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

Traffic stop, driver warned for equipment violation

CAD# 2022078559
 TIME: 5/8/2022 10:08:00AM
 CASE# CAD Only
 HALS
 WARNING EQUIPMENT VIOL

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

Traffic stop, warned for equipment violation

CAD# 2022081068
 TIME: 5/12/2022 1:15:29PM
 CASE# CAD Only
 HALS
 WARNING EQUIPMENT VIOL

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

Traffic stop, warned for equipment violation.

CAD# 2022081207
 TIME: 5/12/2022 4:09:32PM
 CASE# CAD Only
 HALS
 WARNING EQUIPMENT VIOL

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

Traffic stop, warned for equipment violation.

Incident Information:

Description

CAD# 2022081247
 TIME: 5/12/2022 4:51:33PM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 100 E 1ST ST HALS

Kids told to stop placing items on tracks.

CAD# 2022082390
 TIME: 5/14/2022 2:26:08PM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

CITY ORDINANCE VIOLATION Reported at Block of 100 W HALSEY ST HALS

Male contacted and advised he cannot have a fruit stand without a permit from the city.

CAD# 2022083447
 TIME: 5/16/2022 6:26:42AM
 CASE# 2201853
 HALS
 REPORT TAKEN

Report Filed. DEATH INVESTIGATION Reported At Block Of 300 W 2ND ST Occurred between 1705 hours on 5/15/2022 and 0620 hours on 5/16/2022 . Reported: 5/16/2022

Elderly male with several medical conditions was found deceased in his home. The death looks to be from natural causes.

CAD# 2022083776
 TIME: 5/16/2022 4:13:06PM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 000 E 3RD ST/E A ST HALS

Caller reporting a suspicious vehicle in the area as the operator stopped his vehicle pointed the wrong direction and then stopped in front of some mail boxes. Caller did not observe any crimes and the vehicle has left the area. info only.

CAD# 2022085496
 TIME: 5/19/2022 10:14:38AM
 CASE# CAD Only
 HALS
 WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 31800 HWY 228 HALS

MALE OPERATOR WARNED FOR SPEED

CAD# 2022085906
 TIME: 5/19/2022 9:44:39PM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 31800 HWY 228/W 1ST ST HALS

Concerned citizen called in a pickup which had been reported stolen on Facebook. The truck was located by a deputy and stopped. It was determined the facebook post was bogus, and the pickup was NOT stolen.

Incident Information:

Description

CAD# 2022086764
 TIME: 5/21/2022 10:49:05AM
 CASE# CAD Only
 HALS
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 600 E 2ND ST/E G ST HALS

Male operator warned for a moving violation.

CAD# 2022086920
 TIME: 5/21/2022 2:45:14PM
 CASE# CAD Only
 HALS
 HALSEY

SUSPICIOUS CIRCUMSTANCE Reported at Block of 100 NW 2ND ST HALS

Male's vehicle was struck with a piece of plastic thrown from under a lawn mower. Male operating the mower provided the operator of the vehicle with his personal information for insurance purposes. Vehicle owner was unable to provide a damage estimate.

CAD# 2022087443
 TIME: 5/22/2022 10:45:44AM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

CITY ORDINANCE VIOLATION Reported at Block of 100 W HALSEY ST HALS

Fruit seller was asked to leave.

CAD# 2022087471
 TIME: 5/22/2022 11:45:56AM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

MOTORIST ASSIST Reported at Block of 1400 W 2ND ST/W O ST HALS

Checked on motorist with flat tire.

CAD# 2022087472
 TIME: 5/22/2022 11:49:51AM
 CASE# CAD Only
 HALS
 WARNING EQUIPMENT VIOL

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

Traffic stop, driver warned for equipment violation.

CAD# 2022087478
 TIME: 5/22/2022 12:08:10PM
 CASE# CAD Only
 HALS
 WARNING DUII

TRAFFIC STOP Reported at Block of 500 W 2ND ST/W F ST HALS

Traffic stop, warned for equipment violation.

Incident Information:

Description

CAD# 2022087480
 TIME: 5/22/2022 12:14:42PM
 CASE# CAD Only
 HALS
 WARNING EQUIPMENT VIOL

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

Traffic stop, warned for equipment violation.

CAD# 2022087852
 TIME: 5/23/2022 7:33:01AM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

HARASSMENT Reported at Block of 400 E 1ST ST HALS

Caller reporting ex-girlfriend keeps texting him about their kids. Deputies made contact with the female and advised her to stop.

CAD# 2022088620
 TIME: 5/24/2022 10:55:47AM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 500 W 4TH ST HALS

checked area for barking dog but did not hear any

CAD# 2022089192
 TIME: 5/25/2022 7:48:45AM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 200 W 2ND ST HALS

Deputy stayed at the elementary school during drop off hours.

CAD# 2022089370
 TIME: 5/25/2022 11:54:00AM
 CASE# CAD Only
 HALS
 CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 200 W 2ND ST HALS

CAD# 2022092245
 TIME: 5/30/2022 12:26:58AM
 CASE# CAD Only
 HALS
 WARNING ISSUED

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

WARN FOR REG

Incident Information:

Description

CAD# 2022092826
TIME: 5/30/2022 11:33:02PM
CASE# 2202043
HALS
REPORT TAKEN

Report Filed. DWS MIS Reported At Block Of 26800 HWY 99E Occurred between 2332 hours on 5/30/2022 and 2333 hours on 5/30/2022 . Reported: 5/30/2022 Officer Statement:

Traffic stop, Esther Wilcoxson age 23 of Junction city was cited and released for Driving while suspended misdemeanor.

CAD# 2022092893
TIME: 5/31/2022 3:28:55AM
CASE# CAD Only
HALS
WARNING EQUIPMENT VIOL

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

Traffic stop, driver warned for equipment violation.

L. REPORTS TO COUNCIL

1. Employee Reports

a. City Administrator Report

Council Action: *NONE*

June 14, 2022

1. TMDL Updated Requirements - Mercury

The EPA required stronger mercury standards of DEQ. This changes the requirements of our Total Maximum Daily load (TMDL). Most mercury comes from overseas, it is deposited on our soil through rain. Storm runoff carries that mercury to our fishable waters, and the mercury can build up in fish and shellfish to levels that aren't healthy for consumption. DEQ requires that we educate people in our jurisdiction about this issue; that we ensure that any project that will disturb more than an acre of land applies for a 1200C permit through DEQ, and that we take steps to manage construction and post-construction runoff. We have several policies and practices already in place that will help us comply with the new TMDL standards, but the report itself needs to be rewritten prior to September 2022. Once it has been approved by DEQ, it will be submitted to Council for approval.

2. Hwy 99 Project Update

The Hwy 99 project is expected to start in August. We don't have the exact date, but expect to start seeing disrupted traffic patterns and work beginning. They say it will now be three construction seasons, not two. Also, because they ran out of time on their negotiations with Union Pacific, this project is now broken into two phases. Phase I is everything north of the railroad crossing. Phase II is the railroad crossing and some of the road south of the crossing. Phase II is funded and committed. It will happen, but won't begin this year. I have no start date for it yet.

3. Train Event

Our train installation event is scheduled for Saturday July 9th. Councilor Johnson's family may attend. It would be wonderful if some members of Council would be willing to commit to attend, and perhaps act as hosts. If any of you who knew Rella well are willing to come and to speak about her service to Halsey, please let me know.

The event will be in the community center and at the train shelter, with refreshments.

4. Summer BBQ Movie

The date for the Summer BBQ and movie in the park will be August 12th. The Fire District will be cooking for us again, and the City will provide food. We haven't yet set a start time as we will work with the movie company on when it will be dark enough to start the movie.

5. IT Update

If you need assistance with email, please call 541-926-6575. Transition is complete. We have new firewalls in place in the shop, city hall, and the library.

L. REPORTS TO COUNCIL

1. Employee Reports

b. Public Works Department

Council Action: *NONE*

June 14, 2022

Water Distribution

Water Produced for May 2022

2,119,000 Gallons

Average use per day:

91,000 Gallons

Wastewater Collection

Wastewater collected for May 2022

4,157,000 Gallons

Average collected per day:

139,000 Gallons

Water System

Filled and cleaned chlorine tank

Wastewater System

Treated cell 2 & 3 of the Lagoon

Sprayed weeds

Rock for erosion prevention

Streets

Mowing

Assisted with city wide clean up

City Hall

Set up surplus sale

Park

Worked on baseball diamond

Trimmed and straitened leaning tree

Miscellaneous

Mower maintenance

Mowed, weed wacked and sprayed shop yard

Notes:

Andy is on vacation. He did this report for us before he left. I'm sorry there are no additional notes this month.

L. REPORTS TO COUNCIL

1. Employee Reports	
c. Library	
Council Action: <i>NONE</i>	June 14, 2022

Circulation for May		Total Circulation since opening (Aug. 2015)	10,536
Fiction	76		
Non-Fiction	22	Total Number of Patrons to Date	530
Total	98		
Cities Represented in Circulation		Total Number of items in collection	4520
Halsey	81		
Shedd	12	Avg. Daily Threshold Count since opening	6.15
Sweet Home	3	Average Daily Threshold Count for May	6.50
Brownsville	2		
Value of Inventory Through May			
Fiction	\$46,982.75		
Non-Fiction	\$33,340.92	Books added to inventory in May	6
Total	\$80,323.67		

Updates

Daily threshold count increased to 6.5 in May.

Larissa and I planted flowers at the Veteran's Memorial.

We are promoting the SRP to kick off on Saturday, June 25! Advertised at the elementary and high school, the gas station store, the post office, Shoppe of Shalom, the dentist in Brownsville (Stacy's idea), the Lions Club, City Hall and of course the library. Registration has begun.

From Greta Bergquist who is the youth services consultant for the State Library of Oregon, we did get the SRP logos for free (instead of \$25) and we were also given a \$250 credit to use on the website which is 25% of our SRP budget so that was helpful.

Billie installed the a/c at the library so thank you Billie.

Summer Reading Program Event Schedule

June 25th- Kick Off: Puppet Show and Puppet Making in the Community Center

July 9th- Caesar the No Drama Llama will be visiting outside the Library

July 16th – Outdoor Skills with Boy Scouts in the Community Center

July 23rd – Everything Sheep! With Kim from Ewethful Fibers in the Community Center

July 30th – Finale: Ice cream and Prizes in the Community Center

M. NEW BUSINESS

1. Planning Commission Application

Council Action: **MOTION**

June 14, 2022

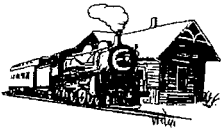
Issue Statement: The Council needs to appoint a new Commissioner to fill the vacant seat on the Planning Commission.

Summary:

There is a vacant seat on the Planning Commission. We have an application for the position from Mitch Little.

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

- **Possible Motion:** I move that the Governing Body of the City of Halsey appoint Mitch Little to the Planning Commission.
- **Council Options**
 1. **Appoint a Planning Commissioner**
 2. **Postpone appointment**
 3. **Provide further direction to staff.**



CITY OF HALSEY
PO Box 10, 100 West Halsey St., Halsey OR 97348

PH: (541) 369-2522
FAX: (541) 369-2521
TTY: (800) 735-2900

Planning Commission Application

The following vacancy has been declared by the Halsey City Council: Planning Commission

Name of Applicant: MITCH LITTLE

Address: 193 W 5TH ST

Phone Number: 541 223-1440

Have you lived within the city limits of the City of Halsey for one year? YES Are you registered to vote? YES

The following information is requested but is not mandatory in helping the Council to choose the best qualified applicant:

Education: HIGH SCHOOL / SOME J.C. 2 YEARS

Employer: N/A

Please list below any Governmental experience you have had, and/or any Boards, Commissions, or Committees you have served on.

BUDGET COMMITTEE

Explain what you feel best qualifies you to fill this vacancy:

Any other Comments:

Signed: Mitch Little

Date: _____

The City of Halsey is operated in accordance with federally established policies which prohibit discrimination on the basis of race, color, sex, age, handicap, religion, or national origin. This institution is an equal opportunity provider and employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442, or email at program.intake@usda.gov.

N. ORDINANCES & RESOLUTIONS

1. RESOLUTION 2022-709 – A Resolution of the City of Halsey Adopting the Budget for the 2022-2023 Fiscal Year and Imposing the Tax Rate of 5.6014 per \$1,000 and \$55,761 for Bonded Debt		
Council Action:	<i>MOTION</i>	June 14, 2022

Issue Statement: Council must adopt a Resolution for appropriations of funds and imposing the tax for the 2022-2023 Fiscal Year.

Summary: The Approved FY 2022-2023 Budget is submitted to the Council for consideration and adoption.

The budget must be adopted on or before June 30, 2022. Council can modify the approved budget up to 10% in any one fund, but any change larger than that must be referred to the Budget Committee. If Council does not adopt the Budget in this meeting, Council should schedule a special meeting to reconvene to adopt the Budget prior to June 30th.

- **Possible Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2022-709 – A Resolution Adopting the Budget for the 2022-2023 Fiscal Year and Imposing the Tax Rate of 5.6014 per \$1,000 and \$55,761 for Bonded Debt

Council Options:

- 1. Approve as recommended**
- 2. Approve with amendments**
- 3. Provide further direction to staff**
- 4. Schedule a 2nd June Meeting**



RESOLUTION 2022-709

A RESOLUTION OF THE CITY OF HALSEY ADOPTING THE BUDGET FOR THE 2022-2023 FISCAL YEAR AND IMPOSING THE TAX RATE OF 5.6014 PER \$1000 AND \$55,761 FOR BONDED DEBT

BE IT RESOLVED that the City Council for the City of Halsey, Linn County, Oregon hereby adopts the Budget for the 2022-2023 Fiscal Year in the amount of \$3,322,248 now on file at the City Hall, and:

BE IT FURTHER RESOLVED that the amounts for the Fiscal Year beginning July 1, 2022 and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND		WATER FUND	
Administration	\$575,200	Water	\$490,250
Library	\$45,650	<u>Not Allocated:</u>	
Parks	\$11,250	Operating Contingency	\$20,000
<u>Not Allocated:</u>		Transfer to Other Funds	\$34,000
Operating Contingency	\$30,000	FUND TOTAL	\$544,250
Transfer to Other Funds	\$224,000		
FUND TOTAL	\$886,100		
STREET FUND		SEWER FUND	
Streets Department	\$196,500	Sewer Department	\$248,000
<u>Not Allocated:</u>		<u>Not Allocated:</u>	
Operating Contingency	\$20,000	Operating Contingency	\$25,000
Transfer to Other Funds	\$4,000	Transfer to Other Funds	\$34,000
FUND TOTAL	\$220,500	FUND TOTAL	\$307,000

LIBRARY FUND

Library \$20,250

Not Allocated:

Operating Contingency \$1,000

FUND TOTAL \$21,250**STORM WATER DRAINAGE FUND**

Storm Water \$28,650

Not Allocated:

Transfer to Other Funds \$1,000

FUND TOTAL \$29,650**HALSEY CITY PARK FUND**

Parks \$8,850

Not Allocated:**FUND TOTAL \$8,850****VETERANS MEMORIAL PARK FUND**

Parks \$3500

FUND TOTAL \$3500**STREET & PATHWAY FUND**

Streets \$0

FUND TOTAL \$0**WATER RESERVE FUND**

Water \$80,000

FUND TOTAL \$80,000**BOND FUND**

Water/Debt Service \$54,544

FUND TOTAL \$54,544**SEWER RESERVE FUND**

Sewer \$80,000

FUND TOTAL \$80,000**STORM WATER BLUE HERON FUND**

Storm Water \$12,700

FUND TOTAL \$12,700

TOTAL APPROPRIATIONS	\$2,248,344
TOTAL UNAPPROPRIATED AND RESERVE AMOUNTS	\$1,073,904

BE IT FURTHER RESOLVED that the City Council for the City of Halsey, Linn County, Oregon, hereby imposes the taxes provided for in the adopted budget in the aggregate rate of 5.6014 per \$1000, and in the amount of \$55,761 for bonds; and that these taxes are hereby imposed and categorized for tax year 2022-2023 upon the assessed value of all taxable property within the city.

	GENERAL GOVERNMENT	EXCLUDED FROM LIMITATION
PERMANENT RATE	\$5.6014/\$1000	-0-
GENERAL OBLIGATION BOND	-0-	\$ 55,761
		EXCLUDED FROM MEASURE 5 LIMITATION

DATED this 14TH day of June, 2022.

Jerry Lachenbruch, Mayor

Ken Lorensen, Council President

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(10) GENERAL FUND							
REVENUE							
10-000-40-100	Beginning Cash Estimate	.00	.00	378,000.00	.00	405,000.00	405,000.00
10-000-40-101	Current Taxes	315,151.23	333,962.66	310,000.00	340,520.86	336,000.00	336,000.00
10-000-40-102	Prior Taxes	4,712.86	8,719.95	6,000.00	4,527.20	6,000.00	6,000.00
10-000-40-151	Cigarette Tax Apportionm/Other	2,490.74	899.71	800.00	687.99	700.00	700.00
10-000-40-152	OLCC Tax Apportionment/Other	13,623.33	18,285.62	16,000.00	15,284.42	18,000.00	18,000.00
10-000-40-153	State Rev Sharing/Other Taxes	14,563.95	11,235.25	10,000.00	9,186.55	10,000.00	10,000.00
10-000-40-154	AT&T Property Tax	1,242.93	1,248.26	1,250.00	1,242.02	1,250.00	1,250.00
10-000-40-201	PP&L Franchise Fee	24,085.77	26,168.24	26,000.00	21,687.56	25,000.00	25,000.00
10-000-40-202	R.T.I. Phone Franchise Fee	1,168.80	1,122.40	1,100.00	1,082.60	1,100.00	1,100.00
10-000-40-204	NW Natural Gas Franchise Fee	8,032.69	7,787.91	6,500.00	8,254.38	8,000.00	8,000.00
10-000-40-205	Zayo Franchise Fee	3,000.00	6,000.00	3,000.00	3,000.00	3,000.00	3,000.00
10-000-40-210	911 Revenues	.00	.00	.00	.00	.00	.00
10-000-40-250	Municipal Fines	4,510.50	2,209.59	1,000.00	1,568.13	1,500.00	1,500.00
10-000-40-300	AT&T Tower Lease	19,038.23	20,912.46	19,000.00	17,810.80	20,000.00	20,000.00
10-000-40-351	Office Svcs/Misc Inc	96.96	12.25	100.00	63.95	50.00	50.00
10-000-40-353	Notary Svcs/Misc Inc	150.00	230.00	130.00	90.00	50.00	50.00
10-000-40-355	Lien Search Fees/Misc Inc	510.00	670.00	400.00	600.00	500.00	500.00
10-000-40-356	Misc Admin Fee/Misc Inc	3,595.94	166.65	800.00	3,187.45	1,000.00	1,000.00
10-000-40-358	Election Fees/Misc Inc	.00	.00	.00	.00	50.00	50.00
10-000-40-360	Cust Reimb-Linn Cty/ODOT/DEQ	.00	.00	.00	.00	.00	.00
10-000-40-361	Cust Reimb-Admin/Misc Income	.00	.00	.00	.00	.00	.00
10-000-40-400	Sale of Assets	.00	20.00	.00	20.00	.00	.00
10-000-40-451	Permit Fees	24,066.00	12,312.63	20,000.00	1,916.65	20,000.00	20,000.00
10-000-40-454	Planning Review Fees	2,200.00	2,218.50	2,000.00	3,318.00	4,000.00	4,000.00
10-000-40-455	Planning Review Fee	.00	.00	.00	.00	.00	.00
10-000-40-456	Business License Fees	50.00	50.00	.00	25.00	.00	.00
10-000-40-458	City License and Permit Fees	.00	.00	.00	.00	.00	.00
10-000-40-459	EV Charge Station	.00	.00	2,000.00	.00	500.00	500.00
10-000-40-650	Interest on Investments	5,664.31	2,253.99	2,000.00	1,775.43	1,800.00	1,800.00
10-000-40-702	DLCD Tech Assist Grant/Grants	1,000.00	.00	1,000.00	.00	1,000.00	1,000.00
10-000-40-705	Grants	23,242.00	29,592.45	.00	157,156.07	121,000.00	121,000.00
10-000-40-735	Cmty Ctr Reservation/Deposits	805.00	720.00	400.00	775.00	600.00	600.00
Total REVENUE:		473,001.24	486,798.52	807,480.00	593,780.06	986,100.00	986,100.00
TRANSFERRED FROM OTHER FUNDS							
10-000-48-801	Transferred from Other Funds	.00	.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	.00	.00	.00	.00	.00
ADMINISTRATION							
PERSONNEL SERVICES							
10-110-50-5100	Payroll	76,807.68	83,040.15	100,000.00	71,540.93	112,000.00	112,000.00
10-110-50-5201	FICA Taxes	4,710.52	5,105.48	5,600.00	4,407.34	7,000.00	7,000.00
10-110-50-5202	Medicare Taxes	1,101.56	1,193.97	1,500.00	1,030.80	1,500.00	1,500.00
10-110-50-5203	State Unemployment Taxes	465.89	865.36	1,500.00	856.61	1,600.00	1,600.00
10-110-50-5204	Workers Compensation Taxes	41.19	33.86	350.00	29.00	400.00	400.00
10-110-50-5300	Employee Health Insurance	33,659.61	36,853.81	42,000.00	28,030.51	38,000.00	38,000.00
10-110-50-5401	PERS Retirement-Employee	4,494.32	4,858.17	6,000.00	4,118.41	7,000.00	7,000.00
10-110-50-5402	PERS Retirement-Employer	9,358.70	10,212.55	16,000.00	12,155.30	17,000.00	17,000.00
10-110-50-5403	PERS Soc Secur Revolving Acct	.00	.00	.00	.00	.00	.00
10-110-50-5450	Council Fees	.00	.00	.00	.00	.00	.00
Total PERSONNEL SERVICES:		130,639.47	142,163.35	172,950.00	122,168.90	184,500.00	184,500.00

Period: 05/22

May 13, 2022 08:58AM

Account Number	Account Title	2019-20	2020-21	2021-22	2021-22	2022-23	2022-23
		Prior year 2 Actual	Prior year Actual	Current year Adopted	Current year Actual	Future year Proposed	Future year Approved
MATERIALS AND SERVICES							
10-110-55-5541	Council/Miscellaneous Expense	2,341.61	612.87	1,000.00	954.22	1,200.00	1,200.00
10-110-55-5542	City Hall/Miscellaneous Exp	2,153.06	1,866.67	2,000.00	1,873.93	2,500.00	2,500.00
10-110-55-5543	Public Works/Miscellaneous Exp	.00	33.63	.00	.00	.00	.00
10-110-55-5545	Bank Fees/Misc Expense	418.33	578.27	1,000.00	1,282.77	4,200.00	4,200.00
10-110-55-5546	Abatement/Miscellaneous Exp	.00	.00	.00	.00	.00	.00
10-110-55-5551	Officer Bond	1,170.00	1,170.00	1,200.00	1,170.00	1,200.00	1,200.00
10-110-55-5561	Building Permits	23,371.39	23,628.95	20,000.00	1,735.11	20,000.00	20,000.00
10-110-55-5563	Mechanical/Plumbing/Bldg Perm	.00	.00	.00	.00	.00	.00
10-110-55-5570	Street Lights	15,267.77	15,508.01	18,000.00	11,656.58	18,000.00	18,000.00
10-110-55-5580	Liability Insurance	18,618.38	20,590.44	25,000.00	23,190.46	25,000.00	25,000.00
10-110-55-5590	Workers Compensation Insurance	6,094.34	8,818.41	8,000.00	2,179.86	5,000.00	5,000.00
10-110-55-5606	PW Supplies/Oper Mat & Sup	961.68	549.22	1,000.00	1,009.50	1,200.00	1,200.00
10-110-55-5609	Council/Oper Mat & Supply	1,229.59	56.49	1,500.00	493.35	1,000.00	1,000.00
10-110-55-5610	Postage/Bulk Mail/Op Mat & Sup	2,903.03	4,073.57	4,000.00	3,544.00	4,000.00	4,000.00
10-110-55-5611	Printing Costs/Oper Mat & Sup	.00	141.07	1,000.00	1,098.87	1,000.00	1,000.00
10-110-55-5615	Fuel/Propane/Oper Matls & Sply	1,239.82	1,069.13	1,500.00	1,527.38	2,000.00	2,000.00
10-110-55-5616	Office/Oper Mat & Supp	2,482.66	2,277.05	3,000.00	2,421.65	3,000.00	3,000.00
10-110-55-5619	Kitchen/Oper Mat & Sply	403.09	700.00	2,000.00	1,151.93	2,000.00	2,000.00
10-110-55-5622	Cust Planning Exp/Planning Exp	1,334.55	3,770.75	4,000.00	3,082.34	4,000.00	4,000.00
10-110-55-5623	Planning Expense	4,939.85	1,912.50	8,000.00	3,294.95	4,000.00	4,000.00
10-110-55-5641	Elderly Nutrition Program/Lin	1,050.00	.00	1,100.00	1,500.00	1,000.00	1,000.00
10-110-55-5645	Sheriff's Contract	61,214.00	63,063.00	65,200.00	65,241.00	74,000.00	74,000.00
10-110-55-5647	Property Tax-Cell Tower	1,242.93	1,248.26	1,250.00	1,242.02	1,300.00	1,300.00
10-110-55-5648	Municipal Judge Contract	3,300.00	3,600.00	3,600.00	3,300.00	3,600.00	3,600.00
10-110-55-5662	Telecommunications	2,743.68	3,026.86	3,500.00	2,939.04	3,500.00	3,500.00
10-110-55-5671	Northwest Natural Gas	419.01	558.59	1,000.00	2,336.05	1,000.00	1,000.00
10-110-55-5672	Pacific Power & Light	2,966.41	2,672.33	5,000.00	2,279.32	4,000.00	4,000.00
10-110-55-5675	EV Charge Station	.00	.00	.00	.00	500.00	500.00
10-110-55-5680	Maintenance/Cleaning-Building	12,808.25	13,190.01	15,000.00	14,660.64	14,000.00	14,000.00
10-110-55-5689	Elevator Maint/Maint-Equipment	443.28	654.92	4,500.00	4,430.60	1,000.00	1,000.00
10-110-55-5690	Vehicle/Maint-Equip	20.01	373.65	500.00	149.44	500.00	500.00
10-110-55-5691	Heavy Equip/Maintenance-Equip	571.28	3,288.00	2,000.00	977.34	2,000.00	2,000.00
10-110-55-5700	Fire Extinguisher/Maint-Equip	139.63	671.62	100.00	88.88	100.00	100.00
10-110-55-5702	Copier/Maintenance-Equipment	2,295.80	2,351.40	3,000.00	2,081.56	2,500.00	2,500.00
10-110-55-5705	Office Equip/Maintenance Equip	776.98	.00	500.00	37.99	500.00	500.00
10-110-55-5721	Legal Fees	4,400.85	6,098.00	6,000.00	3,780.00	6,000.00	6,000.00
10-110-55-5725	Municipal Code Update	2,933.86	930.95	1,000.00	350.00	1,000.00	1,000.00
10-110-55-5726	Website Hosting & Support	.00	.00	.00	.00	2,000.00	2,000.00
10-110-55-5731	Organization Dues	3,056.74	3,657.18	3,600.00	4,034.59	4,000.00	4,000.00
10-110-55-5741	Publishing Fees	365.82	2,073.12	2,000.00	1,364.39	2,000.00	2,000.00
10-110-55-5750	Education/Training Expense	1,557.00	1,765.99	5,000.00	10.00	3,000.00	3,000.00
10-110-55-5760	Travel/Meeting Expense	3,183.17	713.61	1,500.00	1,227.05	2,000.00	2,000.00
10-110-55-5770	Computer Software/Support	8,178.46	38,489.46	25,000.00	33,111.10	30,000.00	30,000.00
10-110-55-5771	Security System/Annual/Support	1,228.95	908.52	1,200.00	1,345.28	1,200.00	1,200.00
10-110-55-5775	Auditing and Filing Fees	15,950.00	17,200.00	18,000.00	17,750.00	18,000.00	18,000.00
10-110-55-5793	Engineering Fees	23,407.03	3,460.00	3,000.00	.00	2,000.00	2,000.00
10-110-55-5820	DLCD Tech Assistance Grant	.00	.00	.00	.00	.00	.00
10-110-55-5840	Bad Debt Expense	.00	.00	.00	.00	.00	.00
10-110-55-5885	Cmnty Cntr Deposit Refunds	525.00	.00	500.00	75.00	600.00	600.00
10-110-55-5890	Council Reimbursement	2,100.00	2,100.00	2,100.00	2,025.00	2,100.00	2,100.00
10-110-55-5891	Economic Development	725.02	2,000.00	20,000.00	13,663.77	4,000.00	4,000.00
10-110-55-5892	Community Development	1,662.73	50.00	3,000.00	1,752.54	3,000.00	3,000.00
10-110-55-5893	Community Partner Donations	1,955.66	11,419.25	10,000.00	11,901.56	2,000.00	2,000.00
10-110-55-5910	Contracts/Professional Service	1,179.56	836.46	16,000.00	19,075.00	43,000.00	43,000.00
10-110-55-5920	Special Projects	.00	.00	15,000.00	8,534.00	20,000.00	20,000.00
Total MATERIALS AND SERVICES:		247,330.26	273,758.21	341,350.00	280,930.06	354,700.00	354,700.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
CAPITAL OUTLAY							
10-110-60-6001	Equipment/Capital Outlay	.00	5,982.46	.00	.00	.00	.00
10-110-60-6015	Capital Outlay	1,000.00	13,556.97	30,000.00	.00	16,000.00	16,000.00
10-110-60-6016	City Hall Improvements	10,370.58	20,883.65	13,000.00	15,063.22	20,000.00	20,000.00
Total CAPITAL OUTLAY:		11,370.58	40,423.08	43,000.00	15,063.22	36,000.00	36,000.00
LIBRARY							
PERSONNEL SERVICES							
10-410-50-5100	Payroll	10,456.13	13,041.98	23,000.00	11,473.36	28,000.00	28,000.00
10-410-50-5201	FICA Taxes	648.27	808.61	1,000.00	711.33	1,500.00	1,500.00
10-410-50-5202	Medicare Taxes	151.62	189.12	300.00	166.37	500.00	500.00
10-410-50-5203	State Unemployment Taxes	89.03	157.52	350.00	184.09	200.00	200.00
10-410-50-5204	Workers Compensation Taxes	11.49	10.34	80.00	7.84	50.00	50.00
10-410-50-5300	Employee Health Insurance	1,092.37	621.70	10,000.00	14.05	11,000.00	11,000.00
10-410-50-5401	PERS Retirement-Employee	627.36	782.52	1,000.00	542.28	1,200.00	1,200.00
10-410-50-5402	PERS-Retirement-Employer	1,366.60	1,704.58	2,800.00	1,506.64	3,200.00	3,200.00
Total PERSONNEL SERVICES:		14,442.87	17,316.37	38,530.00	14,605.96	45,650.00	45,650.00
PARKS							
PERSONNEL SERVICES							
10-510-50-5100	Payroll	4,384.42	4,577.45	6,500.00	3,834.99	6,500.00	6,500.00
10-510-50-5201	FICA Taxes	267.32	280.14	400.00	235.92	500.00	500.00
10-510-50-5202	Medicare Taxes	62.52	65.58	100.00	55.17	100.00	100.00
10-510-50-5203	State Unemployment Taxes	23.08	43.33	100.00	43.86	100.00	100.00
10-510-50-5204	Workers Compensation Taxes	2.32	1.84	50.00	1.54	50.00	50.00
10-510-50-5300	Employee Health Insurance	1,926.30	1,835.36	2,800.00	1,569.87	2,300.00	2,300.00
10-510-50-5401	PERS Retirement-Employee	260.04	262.63	500.00	216.77	500.00	500.00
10-510-50-5402	PERS Retirement-Employer	647.08	650.15	1,200.00	643.72	1,200.00	1,200.00
Total PERSONNEL SERVICES:		7,573.08	7,716.48	11,650.00	6,601.84	11,250.00	11,250.00
UNALLOCATED							
OPERATING CONTINGENCY							
10-999-75-7501	Operating Contingency	.00	.00	30,000.00	.00	30,000.00	30,000.00
Total OPERATING CONTINGENCY:		.00	.00	30,000.00	.00	30,000.00	30,000.00
TRANSFER TO OTHER FUNDS							
10-999-80-8010	Transfer to Street Fund	.00	.00	.00	.00	.00	.00
10-999-80-8015	Transfer to Park Fund	5,000.00	2,000.00	1,000.00	1,000.00	3,000.00	3,000.00
10-999-80-8020	Transfer to Vehicle & Equip	.00	.00	4,000.00	4,000.00	4,000.00	4,000.00
10-999-80-8040	Transfer to Vet. Memorial Fund	.00	.00	.00	.00	.00	.00
10-999-80-8050	Transfer to Water Fund	.00	.00	10,000.00	5,000.00	200,000.00	200,000.00
10-999-80-8060	Transfer to Sewer Fund	.00	.00	10,000.00	5,000.00	.00	.00
10-999-80-8065	Transfer to Sidewalk/Pathway	.00	.00	.00	.00	.00	.00
10-999-80-8070	Transfer to Stormwater BH	.00	.00	10,000.00	.00	.00	.00
10-999-80-8080	Transfer to Stormwater Fund	14,000.00	12,000.00	30,000.00	10,000.00	12,000.00	12,000.00
10-999-80-8090	Transfer to Library Fund	5,000.00	4,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Total TRANSFER TO OTHER FUNDS:		24,000.00	18,000.00	70,000.00	30,000.00	224,000.00	224,000.00
UNAPPROPRIATED ENDING FUND BAL							
10-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	100,000.00	.00	100,000.00	100,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	100,000.00	.00	100,000.00	100,000.00
(10) GENERAL FUND Revenue Total:		473,001.24	486,798.52	807,480.00	593,780.06	986,100.00	986,100.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(10) GENERAL FUND	Expenditure Total:	435,356.26	499,377.49	807,480.00	469,369.98	986,100.00	986,100.00
	Net Total (10) GENERAL FUND:	37,644.98	12,578.97-	.00	124,410.08	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
VEHICLE & EQUIP RESERVE							
REVENUE							
18-000-40-100	Beginning Cash Estimate	.00	.00	.00	.00	16,000.00	16,000.00
18-000-40-650	Interest on Investments	.00	.00	.00	44.09	.00	.00
Total REVENUE:		.00	.00	.00	44.09	16,000.00	16,000.00
TRANSFERRED FROM OTHER FUNDS							
18-000-48-801	Transfer from Gen Fnd	.00	.00	4,000.00	4,000.00	4,000.00	4,000.00
18-000-48-802	Transferred from Water Fund	.00	.00	4,000.00	4,000.00	4,000.00	4,000.00
18-000-48-803	Transferred from Street Fund	.00	.00	2,000.00	2,000.00	2,000.00	2,000.00
18-000-48-804	Transferred from Sewer Fund	.00	.00	4,000.00	4,000.00	4,000.00	4,000.00
18-000-48-805	Transferred from Storm	.00	.00	2,000.00	2,000.00	1,000.00	1,000.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	.00	16,000.00	16,000.00	15,000.00	15,000.00
Class: 110							
Department: 60							
18-110-60-6001	Vehicle	.00	.00	.00	.00	.00	.00
18-110-60-6002	Equipment	.00	.00	.00	.00	.00	.00
Total Department: 60:		.00	.00	.00	.00	.00	.00
UNALLOCATED							
UNAPPROPRIATED ENDING FUND BAL							
18-999-90-9010	Reserved for Future Exp	.00	.00	16,000.00	.00	31,000.00	31,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	16,000.00	.00	31,000.00	31,000.00
VEHICLE & EQUIP RESERVE Revenue Total:		.00	.00	16,000.00	16,044.09	31,000.00	31,000.00
VEHICLE & EQUIP RESERVE Expenditure Total:		.00	.00	16,000.00	.00	31,000.00	31,000.00
Net Total VEHICLE & EQUIP RESERVE:		.00	.00	.00	16,044.09	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(20) STREET FUND							
REVENUE							
20-000-40-100	Beginning Cash Estimate	.00	.00	90,000.00	.00	95,000.00	95,000.00
20-000-40-160	ODOT Highway Tax Apportionme	58,279.29	67,821.95	65,000.00	63,223.28	70,000.00	70,000.00
20-000-40-342	Street/Drainage Reimb Charge	653.52	.00	.00	.00	.00	.00
20-000-40-350	Miscellaneous Income	176.50	50.00	.00	.00	.00	.00
20-000-40-600	Mowing Fees	.00	.00	.00	.00	.00	.00
20-000-40-650	Interest on Investments	2,505.61	793.00	1,000.00	288.51	500.00	500.00
20-000-40-655	Special Street Allotment Grant	.00	73,241.00	100,000.00	.00	100,000.00	100,000.00
Total REVENUE:		61,614.92	141,905.95	256,000.00	63,511.79	265,500.00	265,500.00
TRANSFERRED FROM OTHER FUNDS							
20-000-48-801	Transferred from Other Funds	.00	.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	.00	.00	.00	.00	.00
STREETS							
PERSONNEL SERVICES							
20-210-50-5100	Payroll	18,789.72	19,994.88	26,000.00	17,206.56	28,000.00	28,000.00
20-210-50-5201	FICA Taxes	1,149.25	1,226.94	1,400.00	1,060.00	1,500.00	1,500.00
20-210-50-5202	Medicare Taxes	268.78	286.99	500.00	247.83	500.00	500.00
20-210-50-5203	State Unemployment Taxes	102.71	193.53	500.00	201.09	300.00	300.00
20-210-50-5204	Workers Compensation Taxes	9.83	8.02	50.00	6.92	50.00	50.00
20-210-50-5300	Employee Health Insurance	8,211.91	8,170.22	11,000.00	6,966.69	10,000.00	10,000.00
20-210-50-5401	PERS Retirement-Employee	1,106.36	1,159.60	1,500.00	982.17	1,500.00	1,500.00
20-210-50-5402	PERS Retirement-Employer	2,678.54	2,786.19	4,500.00	2,866.80	4,500.00	4,500.00
Total PERSONNEL SERVICES:		32,317.10	33,826.37	45,450.00	29,538.06	46,350.00	46,350.00
MATERIALS AND SERVICES							
20-210-55-5555	Mowing/Street Sweeping Expense	600.00	1,200.00	1,200.00	600.00	1,200.00	1,200.00
20-210-55-5565	Equipment Rental	.00	.00	500.00	.00	1,500.00	1,500.00
20-210-55-5601	Weed Killer/Spray/Op Mat & Sup	320.42	342.16	1,000.00	542.31	1,000.00	1,000.00
20-210-55-5602	Street Signs/Op Mat & Sup	3,719.59	7,514.75	7,500.00	6,236.54	6,000.00	6,000.00
20-210-55-5605	Ground Cover/Oper Matl & Sup	748.47	114.70	800.00	331.30	1,000.00	1,000.00
20-210-55-5606	PW Supplies/Oper Mat & Sup	522.81	236.18	1,600.00	455.20	1,200.00	1,200.00
20-210-55-5615	Fuel/Propane/Oper Matls & Sply	619.92	465.50	1,000.00	673.81	1,500.00	1,500.00
20-210-55-5655	Small Tools & Equipment	869.72	.00	1,000.00	.00	1,000.00	1,000.00
20-210-55-5665	Maintenance Repair-Streets	4,206.37	6,154.34	12,000.00	7,837.00	10,000.00	10,000.00
20-210-55-5690	Vehicle/Maintenance Equip	18.63	342.07	800.00	112.29	700.00	700.00
20-210-55-5691	Heavy Equip/Maintenance-Equip	680.22	4,269.80	3,500.00	3,465.36	4,000.00	4,000.00
20-210-55-5699	Light Equipment/Maint-Equip	.00	.00	500.00	.00	1,000.00	1,000.00
20-210-55-5700	Fire Extinguisher/Maint-Equip	139.63	.00	100.00	88.88	100.00	100.00
20-210-55-5702	Copier/Maintenance Equipment	243.24	286.72	750.00	241.65	600.00	600.00
20-210-55-5755	Clothing/Safety Equipment	120.01	105.29	200.00	214.84	250.00	250.00
20-210-55-5760	Travel/Meeting Expense	.00	.00	100.00	.00	100.00	100.00
20-210-55-5791	Engineering Fees	8,949.10	342.08	2,000.00	.00	4,000.00	4,000.00
20-210-55-5910	Contracts/Professional Service	1,179.56	836.46	.00	.00	.00	.00
Total MATERIALS AND SERVICES:		22,937.69	22,210.05	34,550.00	20,799.18	35,150.00	35,150.00
CAPITAL OUTLAY							
20-210-60-6001	Equipment	1,000.00	4,000.00	5,000.00	.00	15,000.00	15,000.00
20-210-60-6002	Construction	16,779.00	83,444.00	112,000.00	94,988.35	100,000.00	100,000.00
Total CAPITAL OUTLAY:		17,779.00	87,444.00	117,000.00	94,988.35	115,000.00	115,000.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
UNALLOCATED							
OPERATING CONTINGENCY							
20-999-75-7501	Operating Contingency	.00	.00	20,000.00	.00	20,000.00	20,000.00
Total OPERATING CONTINGENCY:		.00	.00	20,000.00	.00	20,000.00	20,000.00
TRANSFER TO OTHER FUNDS							
20-999-80-8010	Transfer to Vehicle & Equip	.00	.00	2,000.00	2,000.00	2,000.00	2,000.00
20-999-80-8065	Transfer to Str & Pathway Fund	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Total TRANSFER TO OTHER FUNDS:		2,000.00	2,000.00	4,000.00	4,000.00	4,000.00	4,000.00
UNAPPROPRIATED ENDING FUND BAL							
20-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	35,000.00	.00	45,000.00	45,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	35,000.00	.00	45,000.00	45,000.00
(20) STREET FUND Revenue Total:		61,614.92	141,905.95	256,000.00	63,511.79	265,500.00	265,500.00
(20) STREET FUND Expenditure Total:		75,033.79	145,480.42	256,000.00	149,325.59	265,500.00	265,500.00
Net Total (20) STREET FUND:		13,418.87-	3,574.47-	.00	85,813.80-	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(25) STREET & PATHWAY FUND							
REVENUE							
25-000-40-100	Beginning Cash Estimate	.00	.00	69,000.00	.00	71,000.00	71,000.00
25-000-40-650	Interest on Investments	1,313.98	524.37	500.00	291.31	300.00	300.00
25-000-40-704	Govt' and Special Grant/Grants	.00	.00	.00	.00	.00	.00
Total REVENUE:		1,313.98	524.37	69,500.00	291.31	71,300.00	71,300.00
TRANSFERRED FROM OTHER FUNDS							
25-000-48-801	Transfer from Gen Fnd	.00	.00	.00	.00	.00	.00
25-000-48-803	Transferred from Street Fund	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Total TRANSFERRED FROM OTHER FUNDS:		2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
STREETS							
CAPITAL OUTLAY							
25-220-60-6001	Capitol Outlay	.00	.00	.00	.00	.00	.00
25-220-60-6002	Sidewalk/Bicycle Path Constrtn	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		.00	.00	.00	.00	.00	.00
UNALLOCATED							
UNAPPROPRIATED ENDING FUND BAL							
25-999-90-9010	Reserved for Future Exp	.00	.00	71,500.00	.00	73,300.00	73,300.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	71,500.00	.00	73,300.00	73,300.00
(25) STREET & PATHWAY FUND Revenue Total:		3,313.98	2,524.37	71,500.00	2,291.31	73,300.00	73,300.00
(25) STREET & PATHWAY FUND Expenditure Total:		.00	.00	71,500.00	.00	73,300.00	73,300.00
Net Total (25) STREET & PATHWAY FUND:		3,313.98	2,524.37	.00	2,291.31	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(40) BOND FUND							
REVENUE							
40-000-40-100	Beginning Cash Estimate	.00	.00	56,000.00	.00	55,000.00	55,000.00
40-000-40-101	Current Taxes	47,148.75	54,268.75	51,888.00	51,355.02	53,438.00	53,438.00
40-000-40-102	Prior Taxes	931.39	1,732.29	1,000.00	839.33	500.00	500.00
40-000-40-650	Interest on Investments	871.75	326.64	200.00	183.18	150.00	150.00
Total REVENUE:		48,951.89	56,327.68	109,088.00	52,377.53	109,088.00	109,088.00
DEBT SERVICE							
DEBT SERVICE							
40-610-70-7002	1997 Water Bond Principal Pmts	20,591.00	21,569.00	22,593.00	21,569.00	23,666.00	23,666.00
40-610-70-7020	1997 Water Bond Interest Pmts	33,953.00	32,975.00	31,951.00	32,975.00	30,878.00	30,878.00
Total DEBT SERVICE:		54,544.00	54,544.00	54,544.00	54,544.00	54,544.00	54,544.00
UNALLOCATED							
UNAPPROPRIATED ENDING FUND BAL							
40-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	54,544.00	.00	54,544.00	54,544.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	54,544.00	.00	54,544.00	54,544.00
(40) BOND FUND Revenue Total:		48,951.89	56,327.68	109,088.00	52,377.53	109,088.00	109,088.00
(40) BOND FUND Expenditure Total:		54,544.00	54,544.00	109,088.00	54,544.00	109,088.00	109,088.00
Net Total (40) BOND FUND:		5,592.11-	1,783.68	.00	2,166.47-	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(55) LIBRARY FUND							
REVENUE							
55-000-40-100	Beginning Cash Estimate	.00	.00	10,500.00	.00	12,000.00	12,000.00
55-000-40-250	Fines	201.08	123.06	.00	52.85	50.00	50.00
55-000-40-400	Revenue from Sales	438.39	.00	200.00	192.25	200.00	200.00
55-000-40-650	Interest on Investments	292.11	134.10	150.00	68.06	100.00	100.00
55-000-40-760	Donations	277.00	1,800.00	200.00	500.00	500.00	500.00
55-000-40-770	Fund Raising	212.00	375.27	500.00	.00	500.00	500.00
55-000-40-790	Grants	1,000.00	1,000.00	1,000.00	3,000.00	5,000.00	5,000.00
Total REVENUE:		2,420.58	3,432.43	12,550.00	3,813.16	18,350.00	18,350.00
TRANSFERRED FROM OTHER FUNDS							
55-000-48-801	Transferred from General Fund	5,000.00	4,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Total TRANSFERRED FROM OTHER FUNDS:		5,000.00	4,000.00	5,000.00	5,000.00	5,000.00	5,000.00
LIBRARY							
MATERIALS AND SERVICES							
55-410-55-5550	Miscellaneous Expense	1,284.14	209.25	100.00	.00	200.00	200.00
55-410-55-5560	SRP R2R	.00	.00	1,000.00	980.00	1,000.00	1,000.00
55-410-55-5570	Events	.00	473.69	500.00	190.00	500.00	500.00
55-410-55-5580	Fund Raising	.00	19.80	500.00	.00	500.00	500.00
55-410-55-5610	Postage/Operating Mat & Sup	.00	64.13	50.00	.00	50.00	50.00
55-410-55-5616	Library Supplies/Op Mat & Supp	571.60	631.36	800.00	636.49	1,000.00	1,000.00
55-410-55-5664	Telecommunications	372.90	403.10	600.00	367.40	500.00	500.00
55-410-55-5671	Northwest Natural Gas	505.04	563.08	700.00	378.64	500.00	500.00
55-410-55-5672	Pacific Power & Light	397.43	451.38	800.00	495.41	1,000.00	1,000.00
55-410-55-5680	Maintenance/Cleaning-Building	58.00	88.83	300.00	288.96	500.00	500.00
55-410-55-5770	Computer Software/Support	416.00	1,622.00	2,500.00	457.00	1,000.00	1,000.00
55-410-55-5800	Library Books	1,403.17	1,303.05	2,500.00	2,460.85	3,000.00	3,000.00
55-410-55-5810	Professional Fees	.00	.00	.00	.00	.00	.00
55-410-55-5820	Bookmobile/Maint-Equip	.00	.00	200.00	45.99	500.00	500.00
Total MATERIALS AND SERVICES:		5,008.28	5,829.67	10,550.00	6,300.74	10,250.00	10,250.00
CAPITAL OUTLAY							
55-410-60-6001	Equipment/Capital Outlay	219.96	195.27	3,000.00	.00	8,000.00	8,000.00
55-410-60-6002	Construction/Capital Outlay	.00	.00	1,000.00	.00	2,000.00	2,000.00
Total CAPITAL OUTLAY:		219.96	195.27	4,000.00	.00	10,000.00	10,000.00
UNALLOCATED							
OPERATING CONTINGENCY							
55-999-75-7501	Operating Contingency	.00	.00	1,000.00	.00	1,000.00	1,000.00
Total OPERATING CONTINGENCY:		.00	.00	1,000.00	.00	1,000.00	1,000.00
UNAPPROPRIATED ENDING FUND BAL							
55-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	2,000.00	.00	2,100.00	2,100.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	2,000.00	.00	2,100.00	2,100.00
(55) LIBRARY FUND Revenue Total:		7,420.58	7,432.43	17,550.00	8,813.16	23,350.00	23,350.00
(55) LIBRARY FUND Expenditure Total:		5,228.24	6,024.94	17,550.00	6,300.74	23,350.00	23,350.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
	Net Total (55) LIBRARY FUND:	2,192.34	1,407.49	.00	2,512.42	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(60) WATER FUND							
REVENUE							
60-000-40-100	Beginning Cash Estimate	.00	.00	155,000.00	.00	175,000.00	175,000.00
60-000-40-350	Miscellaneous Income	210.20	731.61	100.00	2,438.51	500.00	500.00
60-000-40-382	Late Charges	1,680.00	1,855.00	1,000.00	1,360.00	1,000.00	1,000.00
60-000-40-383	24 Hour Notice	1,590.01	2,175.00	1,000.00	1,890.00	1,500.00	1,500.00
60-000-40-384	Turn On/Turn Off Fees	350.00	665.00	500.00	890.00	750.00	750.00
60-000-40-385	NSF Fee	.00	25.00	.00	150.00	.00	.00
60-000-40-400	Sale of Assets	.00	.00	.00	.00	.00	.00
60-000-40-650	Interest on Investments	3,661.30	1,686.63	1,500.00	998.04	1,000.00	1,000.00
60-000-40-710	Service Connection Charges	.00	2,000.00	1,000.00	.00	.00	.00
60-000-40-720	Utility Service Charge	196,095.48	220,829.68	185,000.00	185,144.71	208,000.00	208,000.00
60-000-40-740	Backflow Testing Receivables	6,740.00	6,920.00	6,500.00	7,000.00	6,500.00	6,500.00
60-000-40-780	Grants & Loans	.00	100,500.00	.00	1,250.00	.00	.00
Total REVENUE:		210,326.99	335,924.70	351,600.00	201,121.26	394,250.00	394,250.00
TRANSFERRED FROM OTHER FUNDS							
60-000-48-801	Transferred from Other Funds	.00	.00	10,000.00	5,000.00	200,000.00	200,000.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	.00	10,000.00	5,000.00	200,000.00	200,000.00
WATER							
PERSONNEL SERVICES							
60-310-50-5100	Payroll	62,175.82	66,836.60	83,000.00	57,467.68	94,000.00	94,000.00
60-310-50-5201	FICA Taxes	3,809.45	4,106.35	4,800.00	3,542.25	5,200.00	5,200.00
60-310-50-5202	Medicare Taxes	890.93	960.33	1,200.00	828.48	1,500.00	1,500.00
60-310-50-5203	State Unemployment Taxes	346.47	654.48	1,400.00	674.39	1,400.00	1,400.00
60-310-50-5204	Workers Compensation Taxes	33.11	27.09	250.00	23.02	200.00	200.00
60-310-50-5300	Employee Health Insurance	27,095.60	27,578.31	34,000.00	23,155.11	30,000.00	30,000.00
60-310-50-5401	PERS Retirement-Employee	3,646.45	3,897.98	5,000.00	3,300.41	5,000.00	5,000.00
60-310-50-5402	PERS Retirement-Employer	8,695.32	9,219.59	12,000.00	9,556.21	15,000.00	15,000.00
Total PERSONNEL SERVICES:		106,693.15	113,280.73	141,650.00	98,547.55	152,300.00	152,300.00
MATERIALS AND SERVICES							
60-310-55-5543	Public Works/Miscellaneous Exp	1,647.50	388.98	1,000.00	472.50	500.00	500.00
60-310-55-5546	Line Locates/Excav Notice/Misc	120.85	123.00	100.00	67.20	100.00	100.00
60-310-55-5565	Equipment Rental	.00	.00	700.00	.00	500.00	500.00
60-310-55-5601	Weed Killer/Spray/Op Mat & Sup	320.42	342.16	1,000.00	646.78	800.00	800.00
60-310-55-5605	Grounc Cover/Oper Matl & Sup	1,009.22	260.20	500.00	331.30	500.00	500.00
60-310-55-5606	PW Supplies/Oper Mat & Sup	3,343.53	1,170.76	4,000.00	2,858.19	4,000.00	4,000.00
60-310-55-5610	Postage/Bulk Mail/Op Mat & Sup	306.00	324.00	300.00	1,147.50	2,000.00	2,000.00
60-310-55-5611	Autopay Billing Software	.00	.00	800.00	200.00	2,000.00	2,000.00
60-310-55-5612	Rate Relief	.00	.00	5,000.00	.00	.00	.00
60-310-55-5615	Fuel/Operating Materials & Sup	1,955.10	1,468.09	2,000.00	2,520.21	3,000.00	3,000.00
60-310-55-5655	Small Tools & Equipment	2,442.01	857.98	2,000.00	.00	1,500.00	1,500.00
60-310-55-5662	Telecommunications	1,833.12	1,464.41	3,500.00	1,530.89	2,500.00	2,500.00
60-310-55-5671	Northwest Natural Gas	1,130.51	1,283.45	1,500.00	1,142.76	2,000.00	2,000.00
60-310-55-5672	Pacific Power & Light	19,386.55	20,667.77	23,000.00	17,387.69	24,000.00	24,000.00
60-310-55-5675	Chlorination	996.58	636.38	1,200.00	.00	1,200.00	1,200.00
60-310-55-5681	Water Plant/Maintenance-Bldg	209.00	1,193.15	3,000.00	.00	2,000.00	2,000.00
60-310-55-5682	PW Shop/Maintenance-Bldg	1,185.00	202.50	15,000.00	783.50	2,000.00	2,000.00
60-310-55-5690	Vehicle/Maint - Equip	51.10	348.90	500.00	138.89	500.00	500.00
60-310-55-5691	Heavy Equip/Maint-Equip	1,652.72	5,326.86	4,000.00	3,462.35	5,000.00	5,000.00
60-310-55-5700	Fire Extinguisher/Maint-Equip	139.62	.00	100.00	88.88	100.00	100.00
60-310-55-5701	Water Sys Repair/Maint-Equip	7,595.70	7,466.05	15,000.00	13,092.91	15,000.00	15,000.00
60-310-55-5702	Copier/Maintenance-Equipment	1,605.39	1,892.46	2,000.00	1,588.30	2,000.00	2,000.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
60-310-55-5730	Organization Dues/Fees	641.26	1,275.80	1,000.00	1,945.34	2,000.00	2,000.00
60-310-55-5740	Publishing/Public Notices	.00	.00	100.00	.00	100.00	100.00
60-310-55-5750	Education/Training Expense	270.00	330.00	500.00	170.00	500.00	500.00
60-310-55-5755	Clothing/Safety Equipment	120.02	239.12	300.00	299.61	300.00	300.00
60-310-55-5760	Travel/Meeting Expense	39.90	.00	250.00	.00	250.00	250.00
60-310-55-5840	Bad Debt Expense	1,202.30	.00	.00	.00	.00	.00
60-310-55-5860	Lab Service	2,868.50	1,894.00	3,000.00	2,027.00	3,500.00	3,500.00
60-310-55-5870	Well/Cross Connection Permit	.00	.00	600.00	.00	600.00	600.00
60-310-55-5890	Backflow Testing	6,763.60	5,136.75	6,500.00	5,053.44	7,000.00	7,000.00
60-310-55-5900	Planning Engineering Fees	.00	2,430.00	2,500.00	2,500.00	2,500.00	2,500.00
60-310-55-5910	Contracts/Professional Service	2,812.79	6,064.62	.00	18,948.31	.00	.00
60-310-55-5920	Business OR Loan Payment	.00	.00	4,000.00	2,775.09	3,000.00	3,000.00
Total MATERIALS AND SERVICES:		61,648.29	62,787.39	104,950.00	81,178.64	90,950.00	90,950.00
CAPITAL OUTLAY							
60-310-60-6001	Equipment	5,922.97	110,519.68	10,000.00	2,889.20	27,000.00	27,000.00
60-310-60-6002	Construction	.00	12,454.95	5,000.00	.00	220,000.00	220,000.00
Total CAPITAL OUTLAY:		5,922.97	122,974.63	15,000.00	2,889.20	247,000.00	247,000.00
UNALLOCATED							
OPERATING CONTINGENCY							
60-999-75-7501	Operating Contingency	.00	.00	20,000.00	.00	20,000.00	20,000.00
Total OPERATING CONTINGENCY:		.00	.00	20,000.00	.00	20,000.00	20,000.00
TRANSFER TO OTHER FUNDS							
60-999-80-8020	Transfer to Vehicle & Equip	.00	.00	4,000.00	4,000.00	4,000.00	4,000.00
60-999-80-8040	Transfer to Water Reserve Fund	15,000.00	.00	30,000.00	30,000.00	30,000.00	30,000.00
60-999-80-8049	Transfer to Water Rsrv - Maint	.00	.00	.00	.00	.00	.00
60-999-80-8050	Transfers to Wtr Rsrv Fund-Eqp	.00	.00	.00	.00	.00	.00
Total TRANSFER TO OTHER FUNDS:		15,000.00	.00	34,000.00	34,000.00	34,000.00	34,000.00
UNAPPROPRIATED ENDING FUND BAL							
60-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	46,000.00	.00	50,000.00	50,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	46,000.00	.00	50,000.00	50,000.00
(60) WATER FUND Revenue Total:		210,326.99	335,924.70	361,600.00	206,121.26	594,250.00	594,250.00
(60) WATER FUND Expenditure Total:		189,264.41	299,042.75	361,600.00	216,615.39	594,250.00	594,250.00
Net Total (60) WATER FUND:		21,062.58	36,881.95	.00	10,494.13-	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(61) SEWER FUND							
REVENUE							
61-000-40-100	Beginning Cash Estimate	.00	.00	150,000.00	.00	170,000.00	170,000.00
61-000-40-350	Miscellaneous Income	37.00	419.31	.00	.00	.00	.00
61-000-40-382	Late Charges	1,730.00	1,900.00	1,000.00	1,365.00	1,000.00	1,000.00
61-000-40-650	Interest on Investments	3,668.39	1,683.11	1,000.00	1,040.55	1,000.00	1,000.00
61-000-40-710	Service Connection Charges	.00	1,500.00	.00	.00	.00	.00
61-000-40-720	Utility Service Charge	178,899.19	198,830.10	165,000.00	165,148.05	195,000.00	195,000.00
61-000-40-750	Grants & Loans	.00	20,000.00	.00	.00	.00	.00
Total REVENUE:		184,334.58	224,332.52	317,000.00	167,553.60	367,000.00	367,000.00
TRANSFERRED FROM OTHER FUNDS							
61-000-48-801	Transferred from Other Funds	.00	.00	10,000.00	5,000.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	.00	10,000.00	5,000.00	.00	.00
SEWER							
PERSONNEL SERVICES							
61-320-50-5100	Payroll	55,514.23	59,675.67	75,000.00	51,310.59	84,000.00	84,000.00
61-320-50-5201	FICA Taxes	3,401.32	3,666.39	4,200.00	3,162.80	4,100.00	4,100.00
61-320-50-5202	Medicare Taxes	795.50	857.45	1,200.00	739.79	1,200.00	1,200.00
61-320-50-5203	State Unemployment Taxes	309.39	584.33	1,200.00	602.16	1,300.00	1,300.00
61-320-50-5204	Workers Compensation Taxes	29.66	24.26	300.00	20.63	100.00	100.00
61-320-50-5300	Employee Health Insurance	24,192.56	24,623.43	30,000.00	20,674.30	26,000.00	26,000.00
61-320-50-5401	PERS Retirement-Employee	3,255.76	3,480.38	5,000.00	2,946.81	5,000.00	5,000.00
61-320-50-5402	PERS Retirement-Employer	7,763.62	8,231.74	11,000.00	8,532.34	13,000.00	13,000.00
Total PERSONNEL SERVICES:		95,262.04	101,143.65	127,900.00	87,989.42	134,700.00	134,700.00
MATERIALS AND SERVICES							
61-320-55-5543	Public Works/Miscellaneous Exp	225.00	550.00	500.00	407.50	500.00	500.00
61-320-55-5546	Line Locates/Excav Notice/Misc	120.85	123.00	200.00	76.80	100.00	100.00
61-320-55-5565	Equipment Rental	.00	.00	300.00	.00	1,000.00	1,000.00
61-320-55-5601	Weed Killer/Spray/Op Mat & Sup	320.42	334.77	800.00	645.79	800.00	800.00
61-320-55-5605	Ground Cover/Oper Matl & Sup	187.22	114.70	600.00	331.27	600.00	600.00
61-320-55-5606	PW Supplies/Oper Mat & Sup	556.66	376.13	2,500.00	893.12	2,500.00	2,500.00
61-320-55-5610	Postage/Bulk Mail/Op Mat & Sup	306.00	324.00	300.00	1,147.50	2,000.00	2,000.00
61-320-55-5611	Autopay Billing Software	.00	.00	800.00	200.00	2,000.00	2,000.00
61-320-55-5612	Rate Relief	.00	.00	5,000.00	.00	.00	.00
61-320-55-5615	Fuel/Operating Materials & Sup	953.68	716.13	1,100.00	1,431.72	2,000.00	2,000.00
61-320-55-5617	Dechlorination Supp/Oper Mat	.00	1,045.60	1,200.00	965.60	1,000.00	1,000.00
61-320-55-5655	Small Tools & Equipment	1,299.67	857.97	3,000.00	995.73	2,500.00	2,500.00
61-320-55-5662	Telecommunications	986.93	1,178.11	3,000.00	833.60	2,000.00	2,000.00
61-320-55-5672	Pacific Power & Light	4,313.43	5,346.76	7,000.00	3,999.37	6,200.00	6,200.00
61-320-55-5675	Chlorination	.00	4,141.00	6,000.00	3,090.35	4,000.00	4,000.00
61-320-55-5677	Lift Station Repairs	.00	933.24	2,000.00	2,527.49	1,000.00	1,000.00
61-320-55-5679	Lagoon Repair/Maintenance	5,862.63	6,937.86	9,000.00	4,816.78	9,000.00	9,000.00
61-320-55-5680	Maintenance-Building	.00	.00	1,000.00	.00	2,000.00	2,000.00
61-320-55-5690	Vehicle/Maint- Equip	51.08	348.89	1,500.00	138.87	1,000.00	1,000.00
61-320-55-5691	Heavy Equip/Maint - Equip	960.70	5,326.91	5,000.00	3,462.35	5,000.00	5,000.00
61-320-55-5700	Fire Extinguisher/Maint-Equip	139.62	.00	100.00	88.86	100.00	100.00
61-320-55-5702	Copier/Maintenance-Equip	1,021.63	1,321.07	1,600.00	1,011.17	1,400.00	1,400.00
61-320-55-5705	Flow Meter/Maintenance-Equip	.00	.00	800.00	.00	500.00	500.00
61-320-55-5706	Lift Station/Maintenance-Equip	.00	.00	800.00	565.70	1,000.00	1,000.00
61-320-55-5707	Dechlorination Sys-Maint Equip	465.00	.00	500.00	.00	500.00	500.00
61-320-55-5740	Publishing/Public Notices	.00	.00	100.00	.00	100.00	100.00
61-320-55-5750	Education/Training Expense	.00	420.00	800.00	.00	800.00	800.00

Account Number	Account Title	2019-20	2020-21	2021-22	2021-22	2022-23	2022-23
		Prior year 2 Actual	Prior year Actual	Current year Adopted	Current year Actual	Future year Proposed	Future year Approved
61-320-55-5755	Clothing/Safety Equipment	120.02	239.13	300.00	299.58	400.00	400.00
61-320-55-5760	Travel/Meeting Expense	39.91	192.33	300.00	.00	300.00	300.00
61-320-55-5840	Bad Debt Expense	746.62	.00	.00	.00	.00	.00
61-320-55-5860	Lab Service	4,327.50	4,552.00	5,000.00	4,570.00	5,000.00	5,000.00
61-320-55-5895	DEQ Permits/State Haz Fee	1,843.00	2,105.00	3,000.00	2,148.00	3,000.00	3,000.00
61-320-55-5900	I&I Expenses	18,000.00	37,069.66	20,000.00	14,762.05	30,000.00	30,000.00
61-320-55-5910	Contracts/Professional Svcs	2,812.79	1,994.62	.00	.00	.00	.00
Total MATERIALS AND SERVICES:		45,660.36	76,548.88	84,100.00	49,409.20	88,300.00	88,300.00
CAPITAL OUTLAY							
61-320-60-6001	Equipment	1,857.98	4,000.00	10,000.00	.00	20,000.00	20,000.00
61-320-60-6002	Construction	.00	.00	5,000.00	.00	5,000.00	5,000.00
Total CAPITAL OUTLAY:		1,857.98	4,000.00	15,000.00	.00	25,000.00	25,000.00
UNALLOCATED							
OPERATING CONTINGENCY							
61-999-75-7501	Operating Contingency	.00	.00	20,000.00	.00	25,000.00	25,000.00
Total OPERATING CONTINGENCY:		.00	.00	20,000.00	.00	25,000.00	25,000.00
TRANSFER TO OTHER FUNDS							
61-999-80-8020	Transfer to Vehicle & Equip	.00	.00	4,000.00	4,000.00	4,000.00	4,000.00
61-999-80-8040	Transfer to Sewer Reserve Fund	10,000.00	.00	30,000.00	30,000.00	30,000.00	30,000.00
61-999-80-8050	Transfer to Sewer Rsrv - Equip	.00	.00	.00	.00	.00	.00
61-999-80-8060	Transfer to Sewer Rsrv-Constr	.00	.00	.00	.00	.00	.00
Total TRANSFER TO OTHER FUNDS:		10,000.00	.00	34,000.00	34,000.00	34,000.00	34,000.00
UNAPPROPRIATED ENDING FUND BAL							
61-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	46,000.00	.00	60,000.00	60,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	46,000.00	.00	60,000.00	60,000.00
(61) SEWER FUND Revenue Total:		184,334.58	224,332.52	327,000.00	172,553.60	367,000.00	367,000.00
(61) SEWER FUND Expenditure Total:		152,780.38	181,692.53	327,000.00	171,398.62	367,000.00	367,000.00
Net Total (61) SEWER FUND:		31,554.20	42,639.99	.00	1,154.98	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(62) WATER RESERVE FUND							
REVENUE							
62-000-40-100	Beginning Cash Estimate	.00	.00	279,000.00	.00	308,000.00	308,000.00
62-000-40-650	Interest on Investments	5,398.17	2,105.46	2,000.00	1,220.01	1,000.00	1,000.00
Total REVENUE:		5,398.17	2,105.46	281,000.00	1,220.01	309,000.00	309,000.00
TRANSFERRED FROM OTHER FUNDS							
62-000-48-803	Transferred from Wtr Fund-Main	.00	.00	.00	.00	.00	.00
62-000-48-804	Transferred from Water Fund	15,000.00	.00	30,000.00	30,000.00	30,000.00	30,000.00
62-000-48-806	Transferred from Wtr Fnd-Equip	.00	.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		15,000.00	.00	30,000.00	30,000.00	30,000.00	30,000.00
WATER CAPITAL OUTLAY							
62-310-60-6001	Water System Equipment	.00	.00	20,000.00	.00	30,000.00	30,000.00
62-310-60-6002	Water System Construction	.00	.00	20,000.00	.00	30,000.00	30,000.00
62-310-60-6003	Water System Maintenance	.00	1,500.00	10,000.00	.00	20,000.00	20,000.00
Total CAPITAL OUTLAY:		.00	1,500.00	50,000.00	.00	80,000.00	80,000.00
UNALLOCATED UNAPPROPRIATED ENDING FUND BAL							
62-999-90-9010	Reserved for Future Exp	.00	.00	261,000.00	.00	259,000.00	259,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	261,000.00	.00	259,000.00	259,000.00
(62) WATER RESERVE FUND Revenue Total:		20,398.17	2,105.46	311,000.00	31,220.01	339,000.00	339,000.00
(62) WATER RESERVE FUND Expenditure Total:		.00	1,500.00	311,000.00	.00	339,000.00	339,000.00
Net Total (62) WATER RESERVE FUND:		20,398.17	605.46	.00	31,220.01	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(63) SEWER RESERVE FUND							
REVENUE							
63-000-40-100	Beginning Cash Estimate	.00	.00	126,000.00	.00	156,000.00	156,000.00
63-000-40-650	Interest on Investments	2,436.73	953.60	1,000.00	600.38	600.00	600.00
Total REVENUE:		2,436.73	953.60	127,000.00	600.38	156,600.00	156,600.00
TRANSFERRED FROM OTHER FUNDS							
63-000-48-804	Transfer from Sewer Fund	10,000.00	.00	30,000.00	30,000.00	30,000.00	30,000.00
63-000-48-808	Transfer from General Fund	.00	.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		10,000.00	.00	30,000.00	30,000.00	30,000.00	30,000.00
SEWER							
CAPITAL OUTLAY							
63-320-60-6001	Sewer System Equipment	.00	.00	20,000.00	.00	30,000.00	30,000.00
63-320-60-6002	Sewer System Construction	.00	.00	20,000.00	.00	30,000.00	30,000.00
63-320-60-6003	Sewer System Maintenance	.00	.00	10,000.00	.00	20,000.00	20,000.00
Total CAPITAL OUTLAY:		.00	.00	50,000.00	.00	80,000.00	80,000.00
UNALLOCATED							
UNAPPROPRIATED ENDING FUND BAL							
63-999-90-9010	Reserved for Future Exp	.00	.00	107,000.00	.00	106,600.00	106,600.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	107,000.00	.00	106,600.00	106,600.00
(63) SEWER RESERVE FUND Revenue Total:		12,436.73	953.60	157,000.00	30,600.38	186,600.00	186,600.00
(63) SEWER RESERVE FUND Expenditure Total:		.00	.00	157,000.00	.00	186,600.00	186,600.00
Net Total (63) SEWER RESERVE FUND:		12,436.73	953.60	.00	30,600.38	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
STORM WATER BLUE HERON FUND							
REVENUE							
65-000-40-100	Beginning Cash Estimate	.00	.00	22,000.00	.00	26,000.00	26,000.00
65-000-40-350	Miscellaneous Income	540.48	440.49	.00	976.17	.00	.00
65-000-40-381	Late Letter	.00	.00	.00	.00	.00	.00
65-000-40-382	Late Charges	.00	.00	.00	.00	.00	.00
65-000-40-650	Interest on Investments	561.97	237.03	200.00	114.40	100.00	100.00
65-000-40-652	Blue Heron Stormwater Pumps	2,442.58	2,662.84	2,300.00	2,219.02	2,760.00	2,760.00
65-000-40-720	Utility Service Charge	.00	.00	.00	.00	.00	.00
Total REVENUE:		3,545.03	3,340.36	24,500.00	3,309.59	28,860.00	28,860.00
Source: 48							
65-000-48-801	Transfer From General Fund	.00	.00	10,000.00	.00	.00	.00
Total Source: 48:		.00	.00	10,000.00	.00	.00	.00
STORMWATER MATERIALS AND SERVICES							
65-330-55-5555	Mowing/Landscape Expenses	198.53	.00	100.00	.00	100.00	100.00
65-330-55-5588	Pump System Drainage	.00	.00	200.00	.00	200.00	200.00
65-330-55-5601	Weed Killer/Spray	137.82	189.92	400.00	100.00	400.00	400.00
65-330-55-5672	Pacific Power & Light	412.46	397.07	600.00	337.22	800.00	800.00
65-330-55-5691	Heavy Equipment/Maint - Equip	909.36	1,021.47	1,000.00	550.00	3,000.00	3,000.00
65-330-55-5699	Light Equipment/Maint - Equip	.00	.00	200.00	.00	200.00	200.00
Total MATERIALS AND SERVICES:		1,658.17	1,608.46	2,500.00	987.22	4,700.00	4,700.00
CAPITAL OUTLAY							
65-330-60-6001	Equipment	.00	.00	5,000.00	.00	4,000.00	4,000.00
65-330-60-6002	Construction	.00	.00	5,000.00	.00	4,000.00	4,000.00
65-330-60-6005	Improvements	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		.00	.00	10,000.00	.00	8,000.00	8,000.00
UNALLOCATED OPERATING CONTINGENCY							
65-999-75-7501	Operating Contingency	.00	.00	.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	.00	.00	.00	.00
UNAPPROPRIATED ENDING FUND BAL							
65-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	22,000.00	.00	16,160.00	16,160.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	22,000.00	.00	16,160.00	16,160.00
STORM WATER BLUE HERON FUND Revenue Total:							
		3,545.03	3,340.36	34,500.00	3,309.59	28,860.00	28,860.00
STORM WATER BLUE HERON FUND Expenditure Total:							
		1,658.17	1,608.46	34,500.00	987.22	28,860.00	28,860.00
Net Total STORM WATER BLUE HERON FUND:		1,886.86	1,731.90	.00	2,322.37	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(68) STORM WATER DRAINAGE FUND							
Source: 40							
68-000-40-100	Beginning Cash Estimate	.00	.00	10,000.00	.00	12,000.00	12,000.00
68-000-40-350	Miscellaneous Income	.00	20.04	500.00	118.49	600.00	600.00
68-000-40-650	Interest on Investments	259.68	131.95	100.00	71.24	50.00	50.00
68-000-40-720	Utility Service Charge	3,970.18	4,539.27	4,000.00	3,779.99	12,000.00	12,000.00
68-000-40-790	Grants	.00	.00	.00	.00	.00	.00
Total Source: 40:		4,229.86	4,691.26	14,600.00	3,732.74	24,650.00	24,650.00
Source: 48							
68-000-48-801	Transferred from Other Funds	14,000.00	12,000.00	30,000.00	10,000.00	12,000.00	12,000.00
Total Source: 48:		14,000.00	12,000.00	30,000.00	10,000.00	12,000.00	12,000.00
STORM WATER							
PERSONNEL SERVICES							
68-330-50-5100	Payroll	3,012.74	3,800.37	6,000.00	3,945.47	6,500.00	6,500.00
68-330-50-5201	FICA Taxes	267.20	280.17	400.00	242.68	400.00	400.00
68-330-50-5202	Medicare Taxes	62.55	65.55	100.00	56.63	100.00	100.00
68-330-50-5203	State Unemployment Taxes	23.03	43.29	150.00	45.65	100.00	100.00
68-330-50-5204	Workers Compensation Taxes	2.09	1.60	50.00	1.47	50.00	50.00
68-330-50-5300	Employee Health Insurance	1,926.28	1,835.23	2,800.00	1,612.04	2,400.00	2,400.00
68-330-50-5401	PERS Retirement-Employee	260.01	262.72	500.00	222.58	500.00	500.00
68-330-50-5402	PERS Retirement-Employer	2,018.78	1,427.30	1,200.00	659.75	1,200.00	1,200.00
Total PERSONNEL SERVICES:		7,572.68	7,716.23	11,200.00	6,786.27	11,250.00	11,250.00
MATERIALS AND SERVICES							
68-330-55-5555	Mowing/Landscape Expenses	.00	.00	100.00	.00	100.00	100.00
68-330-55-5586	CHall Exp Drainage	.00	.00	400.00	484.57	.00	.00
68-330-55-5587	Cust Exp Drainage	278.71	.00	500.00	664.62	600.00	600.00
68-330-55-5588	System Maintenance	1,400.00	.00	2,500.00	308.88	2,900.00	2,900.00
68-330-55-5601	Weed Killer/Spray	100.00	189.94	400.00	321.62	400.00	400.00
68-330-55-5604	Gravel/GroundCover	344.69	114.73	500.00	79.10	300.00	300.00
68-330-55-5606	PW Supplies/Oper Mat & Sup	88.02	.00	200.00	.00	200.00	200.00
68-330-55-5691	Heavy Equipment/Maint-Equip	679.26	2,107.50	10,500.00	3,096.78	4,500.00	4,500.00
68-330-55-5699	Light Equipment/Maint-Equip	136.78	.00	300.00	.00	400.00	400.00
68-330-55-5910	Contracts/Professional Service	544.41	476.10	.00	.00	.00	.00
Total MATERIALS AND SERVICES:		3,571.87	2,888.27	15,400.00	4,955.57	9,400.00	9,400.00
CAPITAL OUTLAY							
68-330-60-6001	Equipment	1,000.00	500.00	5,000.00	.00	4,000.00	4,000.00
68-330-60-6002	Construction	.00	.00	5,000.00	1,592.00	4,000.00	4,000.00
68-330-60-6005	Improvements	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		1,000.00	500.00	10,000.00	1,592.00	8,000.00	8,000.00
OPERATING CONTINGENCY							
OPERATING CONTINGENCY							
68-999-75-7501	Operating Contingency	.00	.00	6,000.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	6,000.00	.00	.00	.00
Department: 80							
68-999-80-8020	Transfer to Vehicle & Equip	.00	.00	2,000.00	2,000.00	1,000.00	1,000.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
Total Department: 80:		.00	.00	2,000.00	2,000.00	1,000.00	1,000.00
UNAPPROPRIATED ENDING FUND BAL							
68-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	.00	.00	7,000.00	7,000.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	.00	.00	7,000.00	7,000.00
(68) STORM WATER DRAINAGE FUND Revenue Total:		18,229.86	16,691.26	44,600.00	13,732.74	36,650.00	36,650.00
(68) STORM WATER DRAINAGE FUND Expenditure Total:		12,144.55	11,104.50	44,600.00	15,333.84	36,650.00	36,650.00
Net Total (68) STORM WATER DRAINAGE FUND:		6,085.31	5,586.76	.00	1,601.10-	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(72) WATER SYSTM DEVELOP CHG							
REVENUE							
72-000-40-100	Beginning Cash Estimate	.00	.00	106,000.00	.00	106,000.00	106,000.00
72-000-40-650	Interest on Investments	2,046.94	796.20	2,000.00	436.60	500.00	500.00
72-000-40-660	SDC Reimbursements	.00	1,394.79	.00	.00	.00	.00
Total REVENUE:		2,046.94	2,190.99	108,000.00	436.60	106,500.00	106,500.00
WATER MATERIALS AND SERVICES							
72-310-55-5596	Adm Services-Materials & Svcs	.00	.00	.00	.00	.00	.00
72-310-55-5623	Planning Fees	.00	.00	.00	.00	.00	.00
72-310-55-5794	Engineering Services-Matl/Svcs	.00	.00	.00	.00	.00	.00
Total MATERIALS AND SERVICES:		.00	.00	.00	.00	.00	.00
CAPITAL OUTLAY							
72-310-60-6001	Equipment-Capital Outlay	.00	.00	.00	.00	.00	.00
72-310-60-6002	Construction-Capital Outlay	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		.00	.00	.00	.00	.00	.00
UNALLOCATED OPERATING CONTINGENCY							
72-999-75-7501	Operating Contingency	.00	.00	.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	.00	.00	.00	.00
UNAPPROPRIATED ENDING FUND BAL							
72-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	108,000.00	.00	106,500.00	106,500.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	108,000.00	.00	106,500.00	106,500.00
(72) WATER SYSTM DEVELOP CHG Revenue Total:		2,046.94	2,190.99	108,000.00	436.60	106,500.00	106,500.00
(72) WATER SYSTM DEVELOP CHG Expenditure Total:		.00	.00	108,000.00	.00	106,500.00	106,500.00
Net Total (72) WATER SYSTM DEVELOP CHG:		2,046.94	2,190.99	.00	436.60	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(73) SEWER SYSTM DEVELOP CHG							
REVENUE							
73-000-40-100	Beginning Cash Estimate	.00	.00	30,000.00	.00	30,500.00	30,500.00
73-000-40-650	Interest on Investments	577.44	225.52	200.00	125.17	100.00	100.00
73-000-40-660	SDC Reimbursements	.00	881.54	.00	.00	.00	.00
Total REVENUE:		577.44	1,107.06	30,200.00	125.17	30,600.00	30,600.00
SEWER MATERIALS AND SERVICES							
73-320-55-5596	Adm Services-Materials & Svcs	.00	.00	.00	.00	.00	.00
73-320-55-5623	Planning Fees	.00	.00	.00	.00	.00	.00
73-320-55-5794	Engineering Services-Matl/Svcs	.00	.00	.00	.00	.00	.00
Total MATERIALS AND SERVICES:		.00	.00	.00	.00	.00	.00
CAPITAL OUTLAY							
73-320-60-6001	Equipment-Capital Outlay	.00	.00	.00	.00	.00	.00
73-320-60-6002	Construction-Capital Outlay	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		.00	.00	.00	.00	.00	.00
UNALLOCATED OPERATING CONTINGENCY							
73-999-75-7501	Operating Contingency	.00	.00	.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	.00	.00	.00	.00
UNAPPROPRIATED ENDING FUND BAL							
73-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	30,200.00	.00	30,600.00	30,600.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	30,200.00	.00	30,600.00	30,600.00
(73) SEWER SYSTM DEVELOP CHG Revenue Total:		577.44	1,107.06	30,200.00	125.17	30,600.00	30,600.00
(73) SEWER SYSTM DEVELOP CHG Expenditure Total:		.00	.00	30,200.00	.00	30,600.00	30,600.00
Net Total (73) SEWER SYSTM DEVELOP CHG:		577.44	1,107.06	.00	125.17	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(74) STORMWATER SYSTEM DEVELOP							
REVENUE							
74-000-40-100	Beginning Cash Estimate	.00	.00	122,000.00	.00	123,000.00	123,000.00
74-000-40-650	Interest on Investments	2,375.21	915.89	1,000.00	501.78	500.00	500.00
74-000-40-660	SDC Reimbursements	.00	1,457.89	.00	.00	.00	.00
Total REVENUE:		2,375.21	2,373.78	123,000.00	501.78	123,500.00	123,500.00
STORM WATER MATERIALS AND SERVICES							
74-330-55-5596	Adm Services-Materials & Svcs	.00	.00	.00	.00	.00	.00
74-330-55-5623	Planning Fees	11,246.97	.00	.00	.00	.00	.00
74-330-55-5794	Engineering Services-Matl/Svcs	.00	.00	.00	.00	.00	.00
Total MATERIALS AND SERVICES:		11,246.97	.00	.00	.00	.00	.00
CAPITAL OUTLAY							
74-330-60-6001	Equipment-Capital Outlay	.00	.00	.00	.00	.00	.00
74-330-60-6002	Construction-Capital Outlay	.00	.00	.00	.00	.00	.00
Total CAPITAL OUTLAY:		.00	.00	.00	.00	.00	.00
UNALLOCATED OPERATING CONTINGENCY							
74-999-75-7501	Operating Contingency	.00	.00	.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	.00	.00	.00	.00
UNAPPROPRIATED ENDING FUND BAL							
74-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	123,000.00	.00	123,500.00	123,500.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	123,000.00	.00	123,500.00	123,500.00
(74) STORMWATER SYSTEM DEVELOP Revenue Total:		2,375.21	2,373.78	123,000.00	501.78	123,500.00	123,500.00
(74) STORMWATER SYSTEM DEVELOP Expenditure Total:		11,246.97	.00	123,000.00	.00	123,500.00	123,500.00
Net Total (74) STORMWATER SYSTEM DEVELOP:		8,871.76-	2,373.78	.00	501.78	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(80) VETERANS MEMORIAL PARK							
REVENUE							
80-000-40-100	Beginning Cash Estimate	.00	.00	11,000.00	.00	12,000.00	12,000.00
80-000-40-350	Miscellaneous Income	.00	.00	.00	57.50	.00	.00
80-000-40-650	Interest on Investments	268.23	96.74	100.00	49.22	100.00	100.00
80-000-40-690	Memorial Contributions	.00	.00	.00	.00	.00	.00
80-000-40-790	Grants - OPR	.00	.00	.00	.00	.00	.00
Total REVENUE:		268.23	96.74	11,100.00	106.72	12,100.00	12,100.00
TRANSFERRED FROM OTHER FUNDS							
80-000-48-801	Transferred from Other Funds	.00	.00	.00	.00	.00	.00
Total TRANSFERRED FROM OTHER FUNDS:		.00	.00	.00	.00	.00	.00
PARKS							
MATERIALS AND SERVICES							
80-510-55-5550	Misc. Expense	.00	385.00	500.00	115.00	500.00	500.00
80-510-55-5650	Operating Materials & Supplies	179.65	73.99	1,000.00	267.14	1,000.00	1,000.00
80-510-55-5810	Professional Fees	.00	.00	.00	.00	.00	.00
80-510-55-5840	Park Maintenance	61.99	104.71	1,000.00	.00	1,000.00	1,000.00
Total MATERIALS AND SERVICES:		241.64	563.70	2,500.00	382.14	2,500.00	2,500.00
CAPITAL OUTLAY							
80-510-60-6015	Capital Outlay	1,706.98	500.00	1,600.00	.00	1,000.00	1,000.00
Total CAPITAL OUTLAY:		1,706.98	500.00	1,600.00	.00	1,000.00	1,000.00
UNALLOCATED							
UNAPPROPRIATED ENDING FUND BAL							
80-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	7,000.00	.00	8,600.00	8,600.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	7,000.00	.00	8,600.00	8,600.00
(80) VETERANS MEMORIAL PARK Revenue Total:		268.23	96.74	11,100.00	106.72	12,100.00	12,100.00
(80) VETERANS MEMORIAL PARK Expenditure Total:		1,948.62	1,063.70	11,100.00	382.14	12,100.00	12,100.00
Net Total (80) VETERANS MEMORIAL PARK:		1,680.39-	966.96-	.00	275.42-	.00	.00

Account Number	Account Title	2019-20 Prior year 2 Actual	2020-21 Prior year Actual	2021-22 Current year Adopted	2021-22 Current year Actual	2022-23 Future year Proposed	2022-23 Future year Approved
(85) HALSEY CITY PARK FUND							
REVENUE							
85-000-40-100	Beginning Cash Estimate	.00	.00	6,000.00	.00	5,000.00	5,000.00
85-000-40-350	Miscellaneous Income	.00	.00	.00	166.97	.00	.00
85-000-40-650	Interest on Investments	170.29	62.56	50.00	25.74	50.00	50.00
85-000-40-735	Park Reservation Fees	270.00	.00	500.00	.00	800.00	800.00
85-000-40-760	Donations to City Park	200.00	.00	.00	.00	.00	.00
Total REVENUE:		640.29	62.56	6,550.00	192.71	5,850.00	5,850.00
Source: 48							
85-000-48-801	Transfer from Gen Fnd-Park Exp	5,000.00	2,000.00	1,000.00	1,000.00	3,000.00	3,000.00
Total Source: 48:		5,000.00	2,000.00	1,000.00	1,000.00	3,000.00	3,000.00
PARKS							
MATERIALS AND SERVICES							
85-510-55-5550	Miscellaneous	.00	120.00	.00	.00	100.00	100.00
85-510-55-5570	City Park Lights	897.46	829.45	1,500.00	940.47	1,500.00	1,500.00
85-510-55-5655	Small Tools & Equipment	.00	.00	300.00	.00	300.00	300.00
85-510-55-5680	Maintenance-Building	.00	202.50	500.00	200.00	500.00	500.00
85-510-55-5840	Park Maintenance	1,108.05	572.15	1,000.00	34.00	650.00	650.00
85-510-55-5865	Park Materials & Supplies	610.66	465.47	1,000.00	395.43	1,200.00	1,200.00
85-510-55-5885	Reservation Deposit Refunds	190.00	180.00	250.00	460.00	600.00	600.00
85-510-55-6910	Contracts/Professional Svcs	544.41	295.99	.00	.00	.00	.00
85-510-55-6915	Public Trees	.00	.00	.00	.00	2,000.00	2,000.00
Total MATERIALS AND SERVICES:		3,350.58	2,665.56	4,550.00	2,029.90	6,850.00	6,850.00
CAPITAL OUTLAY							
85-510-60-6016	Park Improvements	2,161.98	.00	2,000.00	.00	2,000.00	2,000.00
Total CAPITAL OUTLAY:		2,161.98	.00	2,000.00	.00	2,000.00	2,000.00
UNALLOCATED							
OPERATING CONTINGENCY							
85-999-75-7501	Operating Contingency	.00	.00	1,000.00	.00	.00	.00
Total OPERATING CONTINGENCY:		.00	.00	1,000.00	.00	.00	.00
UNAPPROPRIATED ENDING FUND BAL							
85-999-90-9001	Unappropriated Ending Fund Bal	.00	.00	.00	.00	.00	.00
Total UNAPPROPRIATED ENDING FUND BAL:		.00	.00	.00	.00	.00	.00
(85) HALSEY CITY PARK FUND Revenue Total:		5,640.29	2,062.56	7,550.00	1,192.71	8,850.00	8,850.00
(85) HALSEY CITY PARK FUND Expenditure Total:		5,512.56	2,665.56	7,550.00	2,029.90	8,850.00	8,850.00
Net Total (85) HALSEY CITY PARK FUND:		127.73	603.00-	.00	837.19-	.00	.00
Net Grand Totals:		109,764.13	82,063.63	.00	110,431.08	.00	.00

N. ORDINANCES & RESOLUTIONS

2. RESOLUTION 2022-711 – A Resolution Certifying the Eligibility of the City of Halsey to Receive State Shared Revenues
--

Council Action: <i>MOTION</i>

June 14, 2022

Issue Statement: Council must adopt this Resolution for the City of Halsey to be eligible to receive State Shared Revenue Funds

- **Possible Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2022-711 – A Resolution Certifying the Eligibility of the City of Halsey to Receive State Shared Revenues

Council Options:

- 1. Approve as recommended**
- 2. Approve with amendments**
- 3. Provide further direction to staff**
- 4. Deny request**



RESOLUTION 2022-711

A RESOLUTION OF THE CITY OF HALSEY CERTIFYING THE ELIGIBILITY OF THE CITY OF HALSEY TO RECEIVE STATE SHARED REVENUES

WHEREAS, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police protection
- (2) Fire protection
- (3) Street construction, maintenance, and lighting
- (4) Sanitary sewer
- (5) Storm sewers
- (6) Planning, zoning, and subdivision control
- (7) One or more utility services

And;

WHEREAS, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now, therefore,

BE IT RESOLVED, that the City of Halsey hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760

- Police Protection
- Fire Protection
- Street construction, maintenance, & lighting
- Sanitary Sewer
- Storm Sewers
- Planning, zoning, and subdivision control
- One or more Utility Services

Approved by the City of Halsey this 14th day of June 2022

Jerry Lachenbruch, Mayor

Attest:

Hilary Norton, City Administrator

N. ORDINANCES & RESOLUTIONS

3. RESOLUTION 2022-710 – A Resolution of the City of Halsey Declaring the City’s Election to Receive State Revenues
--

Council Action: <i>MOTION</i>
--

June 14, 2022

Issue Statement: Council must adopt this Resolution for the City of Halsey to receive State Shared Revenue Funds

Summary: This Resolution is done annually and must be done to receive State Shared Revenue. State Shared Revenues are estimated at \$10,000 and are budgeted in the Storm Water Drainage Fund.

- **Possible Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2022-710 – A Resolution Declaring the City of Halsey’s Election to Receive State Shared Revenues

Council Options:

1. Approve as recommended
2. Approve with amendments
3. Provide further direction to staff
4. Deny request



RESOLUTION 2022-710

A RESOLUTION OF THE CITY OF HALSEY DECLARING THE CITY OF HALSEY'S ELECTION TO RECEIVE STATE REVENUES

BE IT RESOLVED by the City Council of the City of Halsey, Linn County, Oregon, ordains as follows:

Section 1:

Pursuant to ORS 221.770, the City of Halsey hereby elects to receive State Revenues for fiscal year 2022-2023.

Section 2:

It is hereby certified that a public hearing before the Budget Committee was held on April 26, 2022 and a public hearing before the City Council was held on June 14, 2022 giving citizens an opportunity to comment on use of State Revenue Sharing.

Passed by the City Council this **14th** day of **June, 2022**.

Approved by the Mayor this **14th** day of **June, 2022**.

Jerry Lachenbruch, Mayor of Halsey

Attest:

Hilary Norton, City Administrator

N. ORDINANCES & RESOLUTIONS

4. RESOLUTION 2022-712 – A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Planning Requests, Water Services, Sewer Services, Facilities Reservation Rates, and Repealing Resolution 2021-692	
Council Action:	<i>MOTION</i> June 14, 2022

Issue Statement: This resolution adopts the City of Halsey fee Schedule for the 2022-2023 fiscal year.

Summary: Changes are in red ink on the draft Resolution. The only proposed changes this year are including a bounced Direct Pay payment with the bounced check fee, adding a fee for a Solicitation Permit, and the previously discussed proposed utility rate increases. The Commercial Water now includes 3,000 gallons of usage instead of 4,000 gallons of usage.

- **Possible Motion:** I recommend that the Governing Body of the City of Halsey adopt Resolution 2022-712 A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Requests, Water Services, Sewer Services, Facilities Reservation Rates and Repealing Resolution 2021-692.
 - **Council Options**
 1. **Adopt as recommended**
 2. **Adopt with amendments**
 3. **Provide further direction to staff**
 4. **Deny request**



RESOLUTION 2021-692

A RESOLUTION UPDATING CITY HALL OPERATING FEES, FEES IN CONNECTION WITH LAND USE PLANNING REQUESTS, WATER SERVICES, SEWER SERVICES, FACILITIES RESERVATION RATES AND REPEALING RESOLUTION 2020-684.

BE IT RESOLVED by the City Council of the City of Halsey, a municipal corporation of the State of Oregon, the schedule of fees are established as follows:

SECTION 1. The City of Halsey establishes the following schedule of Miscellaneous Fees and Licenses which are imposed outright for clerical/administrative services, materials, operation, maintenance, and equipment costs.

<u>TYPE</u>	<u>FEE</u>
Election Fee	\$10.00
Lien Search (Title companies)	\$10.00/search
Liquor License Application	\$25.00/application
Notary Fees as dictated by ORS 194.164	\$10.00/per document
NSF, Returned Checks	\$30.00/item
NSF, Bounced Direct Pay	\$30.00/item
Solicitation Permit	\$40.00/annual
<i>Faxes</i>	
Incoming	\$ 0.25/page
Outgoing	\$ 0.25/page
<i>Photocopies</i>	
B&W Copies 8.5 x11	\$0.10/page
Color Copies 8.5x11	\$0.25/page
than 8.5x11	\$0.25/page
Copy of Council/Committee Minutes	\$1.00/set
Copy of City Charter	\$1.00/set
Copy of City Construction Standards	\$7.00/set
Copy of Comprehensive Plan	\$7.00/set
Copy of City Storm Drainage System Master Plan	\$30.00/set
Copy of City Water Master Plan	\$30.00/set
Copy of Development Code	\$25.00/set
Copy of Budget	No Fee

*many documents can be found for viewing or download free on the website. Staff can email electronic copies of some documents for free as well.

Public Records

Research fees for public records available under ORS 192.410 to 192.50, and Measure 37

Audio Recordings of Public Meetings	Free to download or email, cost of USB to provide on USB
City Attorney Research	Per Attorney’s Hourly Rate, plus costs
Staff Research	\$30.00/hour (1/2 hr minimum), plus costs

Electric Vehicle Charging Station

EV Charging	\$1.00 per hour
-------------	-----------------

Facilities Reservations (Rate charges are per day)

DEPOSIT REQUIRED

A \$30.00 deposit is required in addition to a rental fee. The deposit will be refunded upon verification that the facility is left clean and in the condition it was in when initially rented.

COMMUNITY CENTER ROOM

Regular	\$40.00
Halsey Resident	\$30.00

COMMUNITY CNTR ROOM & KITCHEN

Regular	\$55.00
Halsey Resident	\$45.00

PARK PAVILLION

Regular	\$40.00
Halsey Resident	\$30.00

EDUCATIONAL/RECREATIONAL RATE

Educational programs may be scheduled with costs to be determined, based upon the type of class offered. If the facility is rented for a reoccurring weekly rental, a one-time deposit may be paid. The deposit in these cases will be refunded when the weekly rental ceases to exist providing the facility is left in the condition it was initially rented taking into consideration normal wear and tear.

Non-Profit Organizations may qualify for a discounted rate if they regularly serve the citizens of Halsey. Programs offered free to the public may also qualify for a discounted rate.

SECTION 2. The City of Halsey establishes the following schedule for Utility Service fees which are imposed outright for clerical/administrative services, materials, operation, maintenance, and equipment costs and are a requirement of federal funding guidelines.

TYPE

FEE

Labor

Public Works	\$65.00/hr. (1 hr. minimum)
Scoop of Gravel Delivered	\$27.00
Abatement	\$100.00/hr. (1 hr. minimum)

Connection

- *All Connection fees may be subject to additional project costs. Please refer to your permit for additional information.*

Water Connection Permit-Residential	\$1,000.00/each residential unit
Water Connection Permit-Multiple Family	\$1,000.00/each apartment unit
Water Connection Permit-Commercial	\$ 900.00 (3 or fewer fixtures) \$1,100.00 (4 - 10 fixtures) \$1,300.00 (11 or more fixtures)
Sewer Connection Permit-Residential	\$1,500.00/each residential unit
Sewer Connection Permit-Multiple Family	\$1,500.00/each apartment unit
Sewer Connection Permit-Commercial	\$1,300.00 (3 or fewer fixtures) \$1,700.00 (4 - 10 fixtures) \$2,100.00 (11 or more fixtures)

Deposits

Water/Sewer Deposits for Residential	\$84.00
Water/Sewer Deposits for Commercial	\$99.00

System Development Charges

Water System Development Charge	\$48.94/WSFU
Sewer (Wastewater) System Development Charge	\$40.07/DFU
Stormwater System Development Charge	\$0.59/Square Foot of Impervious Surface

Misc. Charges

Backflow Device Testing	\$20.00 annual fee October 1 st .
Expansion Tank	\$20.00
Blue Heron Storm Water Pump Station	\$7.00 per month per lot
Storm Water Drainage Utility Fee	\$3.00 per month per lot (Halsey)

After Hours Turn On or Shut Off fee	\$40.00
Expansion Tank	\$20.00
Water Service - Inside City Limits	
Monthly Water Service -- Residential	\$46.00 /each residential unit Allotment from 0-3000 gallons
For each 3001-7000 gallons above the minimum allotment per connection per month:	\$1.25 per 1,000 gal.
For each 7001-15000 gallons above the minimum allotment per connection per month:	\$1.75 per 1,000 gal.
For each 15000+ gallons above the minimum allotment per connection per month:	\$2.25 per 1,000 gal.
Monthly Water Service -- Commercial	\$46.00 /each commercial unit minimum allotment of 3,000 gal.
For each 1,000 gallons above the minimum allotment per connection per month:	\$2.00 per 1,000 gal.
Monthly Sewer Service	
Charge-Residential—Sewer Only	\$42.00 /each residential unit
Charge-Residential	\$38.00 /each residential unit Allotment from 0-3000 gallons
	\$42.00 /each residential unit Allotment from 3001-7000 gallons
	\$47.00 /each residential unit Allotment from 7001-15000 gallons
	\$52.00 /each residential unit Allotment from 15000+ gallons
Sewer Service – Inside City Limits	
Monthly Sewer Service	
Charge-Commercial	
One to Two Fixtures	\$38.00
Three Fixtures	\$42.00
Four Fixtures	\$46.00

Five Fixtures	\$50.00
Six Fixtures	\$54.00
Seven Fixtures	\$56.00
Eight Fixtures	\$58.00
Nine Fixtures	\$60.00
Ten Fixtures	\$62.00
Eleven Fixtures	\$64.00
Twelve Fixtures	\$66.00
Thirteen Fixtures	\$68.00
Fourteen Fixtures	\$70.00
Fifteen Fixtures	\$72.00
Thirty-nine Fixtures	\$120.00

Outside City Limits

City Services Outside City Limits: The water and sewer fee will be doubled for customers located outside the city limits, but using City services.

Delinquent Accounts - Applicable to both Water and Sewer

- Bills will be mailed on the last day of the month.
- Payment is due on the 25th of the following month.
- Penalty Charge assessed if payment not received on or before the 5th of the month following the due date.

DELINQUENT CHARGES

\$ 5.00	Penalty Charge (per service)
\$ 15.00	24 Hour Notice
\$ 25.00	Shut-Off/Turn-On Fee

OTHER CHARGES Owner/Occupant Requested Turn-Off Fees

\$ 25.00	Voluntary Turn-Off Fee
\$ 25.00	Voluntary Turn-On Fee

The base rate will be prorated for partial months. Usage charges still apply.

COLLECTIONS

If a delinquent balance is submitted for collections, a fee of 25% of the balance will be added to cover collections costs.

SECTION 3. The City of Halsey establishes the following schedule for Land Use fees which are imposed outright for administrative/clerical services, materials, planning, engineering, legal and publication costs.

<u>TYPE</u>	<u>FEE</u>
Construction/Right of Way Permit Fee	\$25.00
Pre-Application Conference	\$200.00

<u>TYPE</u>	<u>DEPOSIT</u>
Code Interpretation	\$200.00 <i>to be drawn on for costs incurred</i>
Type I Applications	\$250.00 <i>to be drawn on for costs incurred</i>
Type II Applications	\$500.00 <i>to be drawn on for costs incurred</i>
Type III Applications	\$1,000.00 <i>to be drawn on for costs incurred</i>
Type IV Applications	\$1,500.00 <i>to be drawn on for costs incurred</i>
Street Vacation Deposit	\$1,000.00 <i>to be drawn on for costs incurred</i>
Measure 37 Filing Fees	\$1,000.00 <i>to be drawn on for costs incurred</i>

- *Any or all of the above land use fees shall be actual costs for Attorney, Planner, and Engineering, as well as actual costs for staff time, postage, notary, photocopies, publication, and any other costs incurred by the City. The developer/person(s) requesting the above land use shall make a deposit with the City to be drawn on for costs incurred. The City shall return any monies left over from the deposit within 60 days of finalizing the land use action. If there is money owed the City, the developer/person(s) requesting the land use action shall pay the City immediately upon receipt of a bill and prior to receiving any City services. Failure to pay fees as prescribed may result in building permits or other development permits being withheld.*

The City of Halsey has determined that the fees identified herein are not subject to section 11 or 11b, Article XI of the Oregon Constitution. Any petition challenging this determination shall be filed within 60 days after the action of the governing body approving this resolution pursuant to ORS 305.385.

The above fees ensure the continued provision of these services, and the fees provided for herein shall be effective July 1, 2022.

ADOPTED by the City Council this 14th day of June 2022

Jerry Lachenbruch, Mayor

ATTEST:

Hilary Norton, City Administrator

O. EXECUTIVE SESSION

1. City Administrator Evaluation

Council Action: *NONE*

June 14, 2022

Issue Statement: The Halsey City Council will go into Executive Session pursuant to ORS 192.660(i) to discuss the annual evaluation of the City Administrator. 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.

Summary: City Administrator Evaluations were completed by Councilors and returned to the Mayor at the May Council Meeting. The Council entered executive session to discuss feedback for the City Administrator. The Mayor compiled averages of the evaluation scores and prepared an evaluation that includes Council's combined feedback.

The purpose of this executive session is to deliver the evaluation to the City Administrator.

- This item is for discussion. No decisions can be made in executive session.

P. OLD BUSINESS

1. Approve Contract or Adopt Amended Wage Scale for 2022-2023

Council Action: *MOTION*

June 14, 2022

Issue Statement: Council needs to determine salary for the City Administrator starting in July, either by adopting an updated 2022-2023 Wage Scale or by approving an employment contract.

Summary: The 2021-2022 Wage Scale ends of June 30th. The adopted 2022-2023 Wage Scale does not include the City Administrator position, as Council consensus in the March 2022 meeting was to proceed with negotiating an employment contract with the City Administrator.

Three documents are attached for Council to consider:

- A draft of an employment contract, which has been reviewed by the Mayor and the City Attorney on behalf of the City and could be adopted or amended and adopted if Council elects to do so;
- A 2022-2023 Wage Scale (B) which includes the City Administrator scale as presented by the PSU Compensation team, and;
- A 2022-2023 Wage Scale (C) as adopted for the other positions with City Administrator position from the 2021-2022 wage scale added.

Some mechanism needs to be adopted to allow the City Administrator to be paid as of July 1st when the 2021-2022 wage scale runs out. However, Wage Scale C would allow the City Administrator to continue to be paid at her current rate until Council finishes negotiating the contract or a new wage with the City Administrator if Council is not ready to do that in this meeting.

- **Possible Motion:** I recommend that the Governing Body of the City of Halsey approve the draft Employment Contract as submitted

- **Possible Motion:** I recommend that the Governing Body of the City of Halsey approve the draft Employment Contract **as amended**, with an annual salary of _____.

- **Possible Motion:** I recommend that the Governing Body of the City of Halsey adopt 2022-2023 Wage Scale (B or C)

- **Possible Motion:** I recommend that the Governing Body of the City of Halsey adopt 2022-2023 Wage Scale (B or C) **as amended**.

- **Council Options**
 1. Approve contract
 2. Approve contract with amendments
 3. Adopt a wage scale
 4. Adopt a wage scale with amendments
 5. Provide further direction to staff

EMPLOYMENT AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____ 2022, is by and between the CITY OF HALSEY, State of Oregon, a municipal corporation, hereinafter called the "City," and Hilary Norton, hereafter called the "Administrator."

RECITALS

WHEREAS, the City is a municipal corporation, duly organized under the statutory authority of the state of Oregon; and

WHEREAS, the City desires to employ the services of Hilary Norton as the City Administrator/Recorder of the City of Halsey to perform the duties of the City Administrator/Recorder under the conditions and provisions of the City of Halsey Charter and Code; and

WHEREAS, it is the desire of the City to establish the terms, to provide certain benefits, and to set working conditions and other conditions of employment of the Administrator; and

WHEREAS, the person serving as City Administrator/Recorder serves at the pleasure of the City Council and may be removed for any reason or for no reason, consistent with Oregon being an "at will" state; and

WHEREAS, it is the desire of the City to, consistent with the Halsey Charter, provide a just means for terminating the Administrator's services at such time as she may be unable fully to discharge her duties or when City may desire to otherwise terminate her employment; and

WHEREAS, the Administrator wishes to serve as City Administrator/Recorder for the City;

TERMS OF AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

Section 1. Duties and Authority. The City agrees to employ Administrator as the City Administrator/Recorder of the City of Halsey. Administrator agrees to serve as the City Administrator/Recorder, to perform (1) the functions and duties specified in the Charter, the Ordinances, and the Resolutions of the City, (2) as required by state and federal laws, (3) the duties and responsibilities stated in the job description attached as Exhibit A, which may be amended from time to time by the City Council, and (4) other legally permissible and proper duties and functions as the City Council shall assign from time to time.

City Administrator authority, as consistent with State law, City Charter and Code, shall include, but not be limited to the following:

1. Overall management, administration and direction of city operations under the supervision of the Council;
2. Selection, hiring, discipline, termination and supervision of city employees;
3. Provide support and policy advice to City Council and;
4. Maintain open communication with community, fostering responsive and courteous public service.
5. All other duties as described in the Charter, the Position Description, and as assigned by Council within the limits of the law and in compliance with the ICMA Code of Ethics.

Section 2. Term. This Agreement shall begin on July 1, 2022 and continue for a period of four years until June 30, 2026. The agreement will thereafter renew for subsequent two-year terms until terminated as provided here.

For the initial term, should either party choose not to renew the Agreement, the party choosing to opt out will notify the other party on or before March 1, 2026. For any extensions, the date for notification shall be March 1 of the year the contract ends.

Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City Council to terminate the services of the Administrator at any time, subject only to the provisions set forth in the Halsey Charter and Section 3 of this Agreement.

Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Administrator to resign at any time from her position with the City, subject only to the provisions set forth in Section 3 of this Agreement.

The Administrator agrees to remain in the exclusive employ of the City and not to become employed by any other employer until a termination date is established as hereinafter provided. This does not preclude civic or volunteer activities, public speaking engagements, teaching art workshops and similar activities, so long as they do not interfere with her duties for the City. The Administrator agrees that any such outside activity shall be consistent with the requirements of the City Charter, the Halsey Municipal Code, and the City's employment policies, as well as federal and state laws.

Section 3. Termination and Severance Provisions. The City retains the right to terminate the services of the Administrator without cause at any time.

- A. Involuntary Termination Without Cause. In the event the Administrator is terminated by the City without cause while the Administrator is willing and able to perform her duties under this Agreement, the Administrator shall be entitled to a lump sum cash equivalent to one month of her then current salary for each year of employment completed with the City in the position of City Administrator/Recorder, dated from January 1, 2017 and rounded to the nearest year, not to exceed the equivalent of six months' pay. She shall also be compensated for all accrued vacation time. City agrees to financially compensate Administrator for the cost of all medical insurance for the number of months covered by

the severance payment.

B. Involuntary Termination for Cause. This Agreement may be terminated by the City for cause. In the event of a for-cause termination, the City shall have recourse to all legal rights and remedies, and this Agreement shall not be construed as a waiver of any right or remedy available to City. If the City terminates this Agreement, and the Administrator's employment with the City for cause, the termination shall be effective immediately upon the City delivering a written notice of termination for cause to the Administrator. The City, at its sole discretion, may terminate for cause upon the occurrence of any one of the following events:

1. Administrator willfully and repeatedly fails or refuses to comply with the written policies, rules, regulations, and standards established by the Council in accordance with the City Charter, and which have been communicated to her in writing prior;
2. Administrator is convicted of, or plea of guilty or no contest to (a) a misdemeanor or a felony other than a traffic violation, (b) a crime involving moral turpitude, or (c) a criminal act which adversely affects the business or reputation of the City;
3. Administrator commits an act of fraud, dishonesty, misappropriation of funds, embezzlement, or other official misconduct; or
4. Administrator commits an act that is in willful or wanton disregard of the City's interests, or carelessness or negligence that results in significant damage to the City's financial or physical well-being or integrity as an organization

In the event the Administrator is terminated for cause, the City is discharged of responsibility with respect to the severance pay or benefits referenced in this section.

The Administrator will receive written notice of any charges against her, and possible sanctions being considered. The Administrator shall also be advised of the date and time when the City will consider charges and possible sanction. She will be afforded the opportunity to refute the charges, either orally or in writing, before the Council and to have representation of her choice at the meeting. Available options to the City Council other than termination include oral or written reprimand and suspension with pay. Termination shall require a majority of the then sitting Council members, not just a majority of those present. A minimum of four Council votes will be required to terminate this Agreement.

C. Deemed Termination. Administrator may, at Administrator's option, be deemed to have been involuntarily terminated without cause and subject to the severance provisions of Section 3(A) of this agreement as of the date of the occurrence of any of the following events:

1. A reduction in salary or financial benefits provided to Administrator by a greater amount than that applicable across the board to all employees; or
2. A refusal by the City, following written notice, to comply with any provision of this Agreement; or
3. Suggestion made during a public city council meeting by a majority of the City Council that Administrator resign; or

4. Determination of the Council and notice to the Administrator that the City will not renew this agreement, after the agreed date of notification in Section 2 has passed.
- D. Resignation in Good Standing. In the event the Administrator voluntarily resigns her position with the City before expiration of the aforesaid term of employment, the Administrator shall give the City thirty (30) days' notice (exclusive of vacation days) in advance unless such notice requirement is waived or modified by mutual agreement between the Administrator and the City Council. In the event of a voluntary resignation of the Administrator's position, the City is discharged of responsibility with respect to the severance pay referenced in this section.
 - E. Impairment. If the Administrator is permanently disabled or is otherwise unable to perform her duties with reasonable accommodation because of sickness, accident, injury, mental incapacity, or health for a period of ten successive weeks, the City shall have the option to terminate this agreement.
 - F. Termination by Mutual Agreement. The City and Manager may, by written agreement, terminate this Agreement. If this Agreement is terminated by written agreement, the termination will not be considered an involuntary termination without cause and the severance pay terms in Section 3(A) of this Agreement will not apply. However, a written mutual termination agreement may contain severance provision acceptable to both parties. The Administrator may, at any time, ask the City Council if a termination by mutual agreement would be appropriate.

Acceptance of severance by the Administrator shall constitute a waiver and release of all claims of the Administrator and any persons legally entitled to assert claims as a result of the Administrator's dismissal against the City, its mayor, council, employees, volunteers, agents or representatives, whether known or unknown to the Administrator at the time such severance pay is accepted.

Section 4. Compensation. The minimum expected work hours for the Administrator are 40 hours per week. The City agrees to pay the Administrator an annual salary of \$85,000. Compensation shall be paid pursuant to the City's payroll policies and practices applicable to other City employees.

The City Council may, at its discretion, consider merit increases or bonuses in conjunction with an annual performance appraisal, or at such other time as the City Council may decide.

The City Council may conduct additional reviews of the Administrator's performance at any other time it deems appropriate in accordance with state law and the Halsey Charter.

In case of budgetary constraints, the Administrator may forgo a salary increase at his/her discretion.

The Administrator shall be eligible for participation in the State of Oregon Public Employee

Retirement System (PERS). The Administrator shall be subject to the rules, terms and requirements of the PERS system that apply.

The Administrator shall receive deferred compensation at the rate of 4% of her annual salary to be applied to the Oregon Savings Growth Plan or other similar retirement account.

Section 5. Health and Medical Insurance. The City agrees to provide the same health and medical insurance coverage to the Administrator as provided to other full-time employees of the City.

Section 6. Vacation, Sick, and Holiday Leave. The City shall provide the Administrator the same leave benefits as are provided to the other full-time employees of the City.

It is recognized that the Administrator must devote a great deal of time outside normal business hours to the business of the City, regularly in excess of a 40-hour week. To that end, the City Administrator may take reasonable compensatory time off during normal office hours, provided such time off does not interfere with fulfillment of the Administrator's duties. Work in excess of an average 40-hour week shall be deemed part of the professional responsibility for which the Administrator shall not be paid overtime. Compensatory time is not carried forward from month-to-month and not subject to pay-out upon termination of this Agreement.

Section 7. Administrative Leave. Administrator shall receive a total of five (5) days of administrative leave per calendar year. Administrative leave will be granted on July 1st of each year and must be used prior to June 30th of each year. It does not roll-over or accrue, and the Administrator has no right to payment for unused administrative leave at the time of resignation, termination, or contract expiration.

Administrator shall provide reasonable written notice to the City Council when Administrator anticipates and absence from the City of more than three business days.

Administrator shall keep time records indicating the amount of time spend working on behalf of the City each day, sufficient to inform the Mayor or Council President of leave taken and days worked.

Section 7. Other Benefits. City Administrator shall be provided with the same Group Life and AD&D insurance coverages as the other full-time employees of the City. Other benefits not enumerated in this Agreement shall be consistent with those established by the Council for all employees in the Employee Handbook or in other policies.

Section 8. Professional Development. To the extent it is fiscally appropriate as determined by the City Council, and in accordance with City policy, the City agrees to budget and pay for the professional dues and subscriptions of the Administrator appropriate for her continuation and participation in regional, state, and local associations and organizations necessary and desirable for her continued professional development, growth, and to improve her performance in her duties as the City Administrator/Recorder of the City.

To the extent it is fiscally appropriate as determined by the City Council, and in accordance with City policy, the City agrees to budget and pay the registration, travel, and subsistence expenses of the Administrator for professional and official travel, meetings, and events adequate to continue the professional development of the Administrator and to adequately serve necessary functions on behalf of the City. Travel to conferences or trainings outside of Oregon shall be first approved by the City Council. Absence from the City of more than 3 days for training opportunities or conferences shall require prior approval by the Council.

Section 9. Other Terms and Conditions of Employment. The City Council shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Administrator, provided such terms and conditions are not inconsistent with or in conflict with the City Charter, provisions of this Agreement, or any other law.

The City allows the use of City tools, equipment and materials to the Administrator to fulfill her obligations to the City, including a laptop, notepads, writing implements and such other tools as may be required. Because the Administrator attends offsite meetings and trainings on behalf of the City, and because her obligations to the City often exceed regular business hours, she is permitted to remove such tools from City premises to better fulfill those obligations.

The Administrator recognizes and agrees that all property provided by the City for such use shall be and remain the property of the City. The Administrator will preserve, use, and hold the City property only for the benefit of the City and to carry out City business. When the Administrator's employment terminates or upon demand of the City Council pending or during a review of the Administrator's conduct, she will immediately deliver to the City all City property that she has in her possession.

Section 10. Waiver

Failure of either party at any time to require performance of any provision of this Agreement shall not limit the parties' right to enforce the provision, nor shall any waiver of any breach of any provision be a waiver of any succeeding breach of the provision itself or of any other provision.

Section 11. Arbitration and Attorney's Fees

Any dispute between the City and Administrator regarding the interpretation or enforcement of this Agreement shall be resolved by arbitration by a mutually acceptable arbitrator or in accordance with the then effective arbitration rules of arbitration services agreed upon by both parties. Judgement upon the award rendered pursuant to such arbitration may be entered in any court having jurisdiction thereof.

Section 11. Indemnification. The City agrees to defend, hold harmless and indemnify the Administrator from any and all demands, claims, suits, actions, and legal proceedings brought against the Administrator in her official capacity as agent and employee of the City, unless prohibited by law. The duties of the City Administrator do not include the commission of any criminal act or intentional tort. This indemnification shall include the cost of defense, provided that the City reserves the right to choose or approve legal representation for the Administrator and will retain control over the defense of the claim, including the sole power to compromise and

settle any claim or action and pay the amount of the settlement or judgement.

Section 12. General Provisions.

Except as otherwise specified in this Agreement, the terms and provisions of the City’s Employment Handbook as they now exist or hereafter may be amended shall apply to the Administrator as they would to other city employees.

The Administrator acknowledges that the City has advised her to have this Agreement reviewed by an attorney of her choice.

The Administrator acknowledges that she understands the terms of this Agreement and has entered it voluntarily.

This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of the Administrator.

This Agreement shall become effective upon its signature, and supersedes and replaces any prior offers, communications, inducements, or representations made prior to the execution of this Agreement.

If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

This Agreement may not be modified in any respect, except by a written agreement executed by both parties.

Section 13. Effective Date

This Agreement shall be effective the _____ day of _____, 2022

IN WITNESS WHEREOF, the City of Halsey has caused this Agreement to be signed and executed in its behalf by its Mayor upon majority vote of the City Council, and the Administrator has signed and executed this Agreement the day and year above written.

Hilary Norton

Mayor Jerry Lachenbruch

EXHIBIT A

JOB TITLE	CITY ADMINISTRATOR/RECORDER
REPORTS TO (Title)	MAYOR / CITY COUNCIL
DEPARTMENT NAME	Administration

PURPOSE

The City Administrator/Recorder (Administrator) plans, organizes and directs the operations and activities of the City. Work is performed under the general direction of Council who establishes policies and ordinances which the Administrator implements and administers. The Administrator ensures effective use of financial and human resources in the provision of City services to the public, advises and assists the City Council; and represents the City’s interests with other levels and agencies of government, business interests, and the community at large.

ESSENTIAL JOB FUNCTIONS

- Promote the mission, vision and values of the organization through effective communication techniques within the organization and in interactions with the public and other agencies.
- Manage all city services to achieve City Council priorities and goals and other strategic plan objectives within available resources.
- Administer Human Resources for the City. Supervise all city employees, including scheduling, assigning work, mentoring, coaching and training; develop work plans and review work for completion, evaluate performance and provide necessary feedback; set expectations, impose or effectively recommend necessary disciplinary action; respond to grievances and effectively make decisions regarding the hiring or termination of employees in accordance with City policies and procedures. For public works employees, personnel functions may be delegated or performed in consultation with the Lead Utilities Operator.
- The Administrator is responsible for the direct supervision of the Municipal Clerk, Assistant City Recorder, Librarian and Lead Utilities Operator. Direct supervision of other public works employees may be delegated to the Lead Utilities Operator. The Administrator works cooperatively with the City Engineer, City Planner, and City Attorney.
- Prepares the annual budget including support for Council goals, review of staff requests, anticipated organizational needs, special grant requests and other financial resources. Submits proposed budget to the Budget Committee for review and approval. Ensures publication of notices and submission of required documents to the State and the County.
- Serves as Finance Director responsible for financial planning, budgeting and accounting system control. Directs utilization of the fiscal accounting system in a manner consistent with established and accepted municipal accounting principles and practices. Prepares monthly finance reports for the Council. Processes payroll. Responsible for current inventory of City property and for providing for proper insurance coverage. Obtains and administers grants.
- Prepares the agenda for all Council meetings. Meets with the City Council in regular and special sessions. Provides information, reports and recommendations on municipal operations and affairs. Advises council members in their deliberations on policy or legislative matters. Prepares drafts of ordinances, resolutions, policies and letters for consideration of the Council.

- Serves as Recorder and is responsible for recording and filing of city records. Responsible for maintenance of City records including deeds, easements, bonds, contracts, ordinances, resolutions, leases and other legal documents. Responsible for ensuring City complies with State records retention and public records request laws.
- Serves as Purchasing Agent, in compliance with the purchasing rules adopted by the City Council and with State law. Acts as business agent for the Council in the sale of real estate and other matters relating to franchises, leases and other major business and property transactions.
- Serves as Community Development Director, responsible for permit and planning applications, notices and planning commission meetings, reviewing land use planning applications, assisting applicants, and general maintenance of the Comprehensive Plan in conjunction with the City Planner.
- Serves as Economic Development Director, responsible for assisting local entrepreneurs and businesses to access resources and navigate City, County and State regulations. Responsible for partnering with outside agencies and organizations to bring resources and opportunities into Halsey.
- Serves as Elections Officer responsible for legal publications, notifications to County Elections Office, supervise preparation of necessary ballot measures and ordinances and properly recording results of candidates and measures elections.
- Meets with the public to provide information and assistance regarding City ordinances and policies. Receives private citizen's questions and complaints on a wide variety of issues and attempts to resolve problems to the satisfaction of all parties.
- Enforces all ordinances and sees that all terms or franchises, leases, contracts, permits, and privileges granted by the City are observed.
- Meets and confers with representatives of the Council of Governments, other Cities and Counties, State and Federal agencies, School Districts, Linn County Sheriff, League of Oregon Cities and others in the coordination of services and implementation of intergovernmental operations.
- Represents the City at the regional, state and federal levels; serves on boards and committees as approved by the Council.
- Attends meetings, seminars, workshops and conferences representing the City of Halsey as needed.

OTHER JOB FUNCTIONS

- Demonstrate personal, professional and organizational integrity in all relationships
- Responds promptly to requests for information from members of the Council, citizens and outside agencies.
- Serves as the public information officer of the City.
- Attends professional training as needed.
- The Council may assign additional duties as needed at any time.

JOB QUALIFICATIONS

Includes, but is not limited to, the following skills:

- Considerable knowledge of modern public administration theory, principles, and practices; working knowledge of municipal finance, land use planning, human resources, public safety, public works, land use planning, and community development;
- Skill in preparing and administering municipal budgets; skill in planning, directing, and administering municipal programs;
- Experience or demonstrated skill with municipal accounting principles and software;
- Ability to prepare and analyze comprehensive reports; ability to maintain effective and efficient municipal systems and procedures;
- Ability to effectively hire, train, evaluate, and supervise staff; ability to establish and maintain effective working relationships with employees and City officials;
- Ability to analyze complex problems and conduct necessary research to resolve them;
- Ability to write clear and concise grant proposals, reports, memoranda, policies and general correspondence;
- Ability to comprehend and interpret laws, ordinances, contracts, rules, and regulations.
- Proven demonstration of a high level of integrity and loyalty;
- Ability to communicate effectively both orally and in writing;
- Must possess a valid Oregon Driver's License or ability to obtain within an appropriate amount of time. Must be able to meet bonding requirements.

EDUCATION AND EXPERIENCE

A Bachelor's degree from an accredited four-year college or university in an applicable field or three to five years of professional, municipal experience in a supervisory capacity is required. Position requires three years of personnel management, and experience leading a similar or greater size staff. Position will allow for any satisfactory combination of education, experience, and training which demonstrates the knowledge, skills, and abilities to perform the above duties. A Master's degree is preferred.

PHYSICAL DEMANDS OF POSITION

While performing the duties of this position, the employee is frequently required to sit for long periods, to reach and manipulate objects, tools or controls. Must be able to stand, bend, squat, reach with hands and arms, and occasionally climb a step ladder. Duties involve moving objects weighing up to 40 pounds. Manual dexterity and coordination are required to operate office equipment. Position requires some travel as it relates to training and conferences.

This position may be required to work evenings and weekends.

WORKING CONDITIONS

Typical office working conditions. The noise level is typical of most office environments.

EQUAL OPPORTUNITY EMPLOYER

The City of Halsey is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the City may provide reasonable accommodations to qualified individuals. Requests for accommodations to the position of City Administrator/Recorder should be made to the City Council. This job description does not constitute an employment contract between the City and the employee and is subject to change by the City as needs and requirements of the position change.

CITY OF HALSEY 2022-2023 WAGE SCALE (B)

CLASSIFICATION	1	2	3	4	5	6	7	8	9	10 LGVTY	
CITY ADMINISTRATOR/RECORDER	39.88	40.28	40.68	41.09	41.50	41.91	42.33	42.76	43.18	43.62	0.00
	6912.53	6981.87	7051.20	7122.27	7193.33	7265.21	7337.86	7411.24	7485.36	7560.21	0.00
ASST. CITY RECORDER	82950.40	83782.40	84614.40	85467.20	86320.00	87182.54	88054.37	88934.91	89824.26	90722.51	0.00
	20.12	20.53	21.15	21.78	22.43	23.10	23.80	24.52	25.25	26.03	0.00
	3487.47	3558.53	3666.00	3775.20	3887.87	4004.00	4125.33	4250.13	4376.67	4511.87	0.00
PART TIME MUNICIPAL CLERK	41849.60	42702.40	43992.00	45302.40	46654.40	48048.00	49504.00	51001.60	52520.00	54142.40	0.00
(20 HOURS/WK)	16.08	16.40	16.73	17.06	17.41	17.75	18.11	18.47	18.84	19.22	0.00
	1393.60	1421.33	1449.93	1478.53	1508.87	1538.33	1569.53	1600.73	1632.80	1665.73	0.00
PART TIME LIBRARIAN	16723.20	17056.00	17399.20	17742.40	18106.40	18460.00	18834.40	19208.80	19593.60	19988.80	0.00
(20 HOURS/WK)	16.08	16.40	16.73	17.06	17.41	17.75	18.11	18.47	18.84	19.22	0.00
	1393.60	1421.33	1449.93	1478.53	1508.87	1538.33	1569.53	1600.73	1632.80	1665.73	0.00
LEAD UTILITY PLANT OPERATOR	16723.20	17056.00	17399.20	17742.40	18106.40	18460.00	18834.40	19208.80	19593.60	19988.80	0.00
	26.64	27.17	27.72	28.27	28.84	29.41	30.00	30.60	31.21	31.84	33.21
	4617.60	4709.47	4804.80	4900.13	4998.93	5097.73	5200.00	5304.00	5409.73	5518.93	5756.40
UTILITY WORKER I	55411.20	56513.60	57657.60	58801.60	59987.20	61172.80	62400.00	63648.00	64916.80	66227.20	69076.80
	18.21	18.76	19.31	19.89	20.48	21.10	21.73	22.39	23.05	23.74	0.00
	3156.40	3251.73	3347.07	3447.60	3549.87	3657.33	3766.53	3880.93	3995.33	4114.93	0.00
	37876.80	39020.80	40164.80	41371.20	42598.40	43888.00	45198.40	46571.20	47944.00	49379.20	0.00

Longevity Pay: After serving eight (8) consecutive years at the City and at least two (2) years on Step 10, the employee will be awarded a 1.0% longevity pay increase starting the following fiscal year. After serving for (5) additional years, the employee will be awarded a 1.25% longevity pay increase starting the next fiscal year.

Mayor _____ Date _____

CITY OF HALSEY 2022-2023 WAGE SCALE (C)

CLASSIFICATION	1	2	3	4	5	6	7	8	9	10 LGVTY	
CITY ADMINISTRATOR/RECORDER	29.25	30.12	31.02	31.94	32.91	33.91	34.92	35.97	37.05	38.16	0.00
	5070.00	5220.80	5376.80	5536.27	5704.40	5877.73	6052.80	6234.80	6422.00	6614.40	0.00
	60840.00	62649.60	64521.60	66435.20	68452.80	70532.80	72633.60	74817.60	77064.00	79372.80	0.00
ASST. CITY RECORDER	20.12	20.53	21.15	21.78	22.43	23.10	23.80	24.52	25.25	26.03	0.00
	3487.47	3558.53	3666.00	3775.20	3887.87	4004.00	4125.33	4250.13	4376.67	4511.87	0.00
	41849.60	42702.40	43992.00	45302.40	46654.40	48048.00	49504.00	51001.60	52520.00	54142.40	0.00
PART TIME MUNICIPAL CLERK (20 HOURS/WK)	16.08	16.40	16.73	17.06	17.41	17.75	18.11	18.47	18.84	19.22	0.00
	1393.60	1421.33	1449.93	1478.53	1508.87	1538.33	1569.53	1600.73	1632.80	1665.73	0.00
	16723.20	17056.00	17399.20	17742.40	18106.40	18460.00	18834.40	19208.80	19593.60	19988.80	0.00
PART TIME LIBRARIAN (20 HOURS/WK)	16.08	16.40	16.73	17.06	17.41	17.75	18.11	18.47	18.84	19.22	0.00
	1393.60	1421.33	1449.93	1478.53	1508.87	1538.33	1569.53	1600.73	1632.80	1665.73	0.00
	16723.20	17056.00	17399.20	17742.40	18106.40	18460.00	18834.40	19208.80	19593.60	19988.80	0.00
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	55411.20	56513.60	57657.60	58801.60	59987.20	61172.80	62400.00	63648.00	64916.80	66227.20	69076.80
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Mayor _____ Date _____

SUMMARY OF WORK

No grant is written, and no project is completed in a vacuum. The list of grants, projects, and milestones below involved the work of staff, the support of Council, and often the assistance of citizens, outside mentors or partners. This is not my work, but our work. However, for the purpose of discussing the value of my employment to the City of Halsey, it may be helpful to look at the value of grants awarded, some financial markers, and projects completed during my tenure.

BY THE NUMBERS

Grants received for Halsey:	\$557,963
Annual average	\$61,995.

These numbers do not include:

- **\$80,000** in cooperative grants shared with other communities:
- **\$500,000** STIP grant – assisted with writing and made the presentation to the ODOT committee prior to employment with the city. This became part of the Hwy 99 project funding.
- **\$577,444** – written by ODOT with my assistance and advocacy for Safe Routes to Schools funds to add to the Highway 99 project for the enhanced crossings at West D Street and West H Street.
- CRF and ARPA funds which were given to the city automatically, without an application process.

Since 2016, Halsey's net financial position has increased from \$605,648 to \$1,102,484. The balance in the LGIP account has increased from \$1,004,180 to \$1,855,909.

The Water Reserve has increased from \$218,250 to \$311,000 and the Sewer Reserve has increased from \$73,770 to \$157,000.

During the past 5 years I have been in the City Administrator/Recorder position, my compensation averaged **\$59,785** per year. I work an average of 28.73 of overtime hours per month, about 344 per year.

PROJECTS AND MILESTONES

2013-2015

- Halsey City Library -- This was a whole community effort, I was not the Administrator at that time, but I wrote the grants and was the lead on the renovation project. I served as a volunteer on the Library Committee prior to employment with the City.

2017

- Veterans Memorial Park – The project was completed in 2017, in partnership with the Veterans Memorial Park Committee and the American Legion. I designed the park and convinced the City Administrator we should apply for the grant and do the project. I wrote the grant and began the project; Larissa took over management of the project after she was hired and carried it through to completion.
- H Street Railroad crossing repair and paving completed. This was the first SCA grant the city had received in several years.
- The West L, M, 5th paving project completed
- Council Goal Setting -- We did our first Council Goal Setting in fall of 2017. It was well received, and we've done them every two years since then
- Speed Zones reduced on O Street and American Drive
- LED Fixtures installed at City Hall and the Library -- The city worked with Energy Trust to have the light fixtures at City Hall and the Library converted to LED
- Linn County Sheriff's Contract -- In collaboration with other small cities, we negotiated an improved contract and built a better relationship with the LCSO. **This reduced Halsey's annual contract by \$11,000, a decrease of 17.8%.**

2018

- West 1st and West 5th street repairs
- Storm Drainage Utility created -- enabled the purchase of the Vector truck, and increased resources available for storm drainage maintenance and repair
- Generator installed at lagoon – backup power for discharge system
- Elections Ballot Box – met Linn Co standards to make Halsey City Hall a ballot drop off location
- Art in Council Chamber - Gale Everett's art installed in the Council Chamber
- Sheriff Substation -- The Sheriff Substation was installed in City Hall
- Industrial Zoned Land added to Enterprise Zone

2019

- Halsey Development Code – new code drafted and adopted. It was also made available on-line and searchable.
- Water Filtration System maintenance -- water filtration system maintenance and tinkered with chlorine levels, greatly reducing the number of complaints we get annually about water quality.
- Blue Heron Pumps replaced with new variable speed 3 phase pumps
- Highway 99 Project -- ODOT announced that due to cost constraints they would be shrinking the boundaries of the project to start 20 ft south of the intersection with 228 (which would not have let them address storm drainage or sidewalks in that block) and to stop north of the railroad crossing at the south end of town. I worked with Senator Beyer and the Director of ODOT to get those pieces added back into the project.

2020

- East 2nd Street and East A Street were widened and paved
- Storm Drainage Master Plan completed

- Cyber security audit and upgrades
- Covid-19 -- In 2020, Covid came, with constantly changing rules and regulations for public and employee safety, and impacts on technology and public meeting law requirements.

2021

- Chip seal project completed
- EV Charging station was installed
- New water meters installed
- Train cover built
- RCAC Water Rate Study complete

2022

- PSU Compensation Study complete
- RARE member – our application was successful! The RARE member will start in the fall and will be working full time on several of the 2022-23 Council Priorities.
- East B Street -- the widening and paving of East B Street is scheduled for this summer or next.
- The Highway 99 project begins in August
- Inflow and Infiltration study will be completed this spring.
- The Local Wetlands Inventory – work begins this year.

Ongoing

- Rural Economic Alliance --In collaboration with other small cities, we forwarded the MVP/REAL project, earning grants from Business Oregon, the Ford Family Foundation, Cascades West Economic Development, and Business Oregon again, bringing Oregon RAIN into the region, developing a strategic plan for economic development in rural Linn and Benton Counties, and completing several of the steps in the plan
- Regional Consortium -- In collaboration with other small cities, as a part of the Regional Consortium, we have lobbied the legislature, raising awareness of the impacts of Oregon's wetland regulations on small communities and rural landowners. The consortium also received a \$130,000 grant from Business Oregon to do wetland mitigation feasibility study for our area.
- Staff and Council training and development -- Over the last five years, we've updated the Council Handbook, added trainings for Council, added an orientation session for Budget Committee members, added trainings for staff including customer service, communication and conflict management, grant writing, minutes taking, records management, and innovation and process improvement. We've used CIS learning center for safety trainings, cybersecurity, and risk management trainings for staff.
- Succession Planning – “How to” manuals have been created for the City Administrator, Assistant City Recorder, Librarian, and Public Works positions to ensure consistent service and operations standards will be well maintained during staffing transitions, and a systematic transfer of knowledge to new employees. We also maintain a practice of cross training staff for better coverage and resiliency.