

CITY OF PORT ORFORD
REGULAR SESSION OF THE COMMON COUNCIL
THURSDAY, October 19th, 2023, AT 5:30 P.M.

If you can't it in person please join this meeting from your computer, tablet or smartphone.

<https://meet.goto.com/946569341>

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United States (Toll Free): 1 (877) 309-2073

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AGENDA

1. Call to order/roll call/ pledge of allegiance
2. Presentations to the Council/Citizens
3. Consent Calander
 - a. Minutes 9/21/23
4. Additions to the Agenda
5. Citizen's Concerns
6. Departmental Reports
 - a. Administration – SOD & Safety Committee
 - b. Finance
 - c. Public Works
 - d. Police
 - e. Planning
 - f. Mayors Report
 - g. Liaison
 - i. Port – Webb
 - ii. School – Rask
 - iii. Fire District - Tidey
 - iv. Watershed – Vileisis
 - v. Parks – Tidey
 - vi. TLT - Pogwizd
 - vii. Mainstreet – Burns
 - viii. Emergency Mgmt. - Burns
7. Old Business
 - a. **ORD. 2023-25: Amending ORD 22-04; Regarding Water Curtailment, Authorizing Wells on Private Property in City Limits, Providing for Sunsetting Thereof**
8. New Business
 - a. **Res. 2023-26: Resolution Adopting an Agreement with the Curry Soil and Water Conservation District For Weed Abatement in Watershed and Other City Property**
9. Continuing Action Items
 - a. **ORD 2023-27: Recognizing Emergency Management Commission; Establishing Membership and Responsibilities**
10. Considerations
 - a. N2N
 - b. Municipal Court Judge
11. Future Meetings – Proposed dates
 - a. **Thursday, November 16th, 2023; Regular Session In the Gable Chambers and Online at 5:30 pm**

- b. Tentative: Thursday, November 26th, 2023; Workshop/Special Session In the Gable Chambers and Online at 5:30 pm**
- 13. Executive Session**
- a. ORS 192.660 (2) (b): To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.**
 - b. ORS 192.660 (2) (d): To conduct deliberations with persons designated by the governing body to carry on labor negotiations.**
- 14. Adjourn**

**City of Port Orford
City Council Meeting
In the Gable Chambers / Virtual participants
Thursday, September 21st, 2023 at 5:30 P.M.**

Mayor and Council	Present	City Staff	Present
<i>Pat Cox, Mayor</i>	X	<i>City Administrator (CA) John Huttl</i>	X
<i>Brett Webb</i>	X	<i>Dave Johnson, Financial Director</i>	X
<i>Gary Burns</i>	X	<i>John Isadore, Public Works</i>	X
<i>Perri Rask</i>	X	<i>Joseph Harrison, City Recorder</i>	X
<i>Ann Vileisis</i>	X	<i>Shala Kudlac, Legal Counsel</i>	X
<i>Greg Tidey</i>	X		
<i>Tim Pogwizd</i>	X		

The minutes were prepared to the best of our ability – no recording available

Citizen Speakers: Diana Marmon, Bob Milenz, Kate McClung

1. Call to order/roll call/ pledge of allegiance
 - a. Moment of Silence for Former City Councilor; following brief comments by former council member Francie McCleod, the council held a moment of silence for former councilor Caroline Clancy who recently passed away.

2. Presentations to the Council/Citizens
 - a. ODOT: Highway 101/Oregon Ave. Status Report. ODOT staff described their efforts to wrap up the highway improvement project with stripping, crosswalks, and signage. They will not be able to complete paving this year. They fielded questions from Council members about the hazards to high and extended curbs and location of the northernmost crosswalk.

3. Consent Calander
 - a. Minutes 8/17/23: Needed the following amendments.
 - i. “4 point trail” should be “Fort Point Trail”.
 - ii. Old Business 7(b) vote is incorrect, it should be Councilors Vileisis and Webb that voted no.
 - iii. Councilor Tidey didn’t leave early that night.
 - iv. The vote to extend the meeting was 3-3 with Webb voting no and Burns voting yes.
 - v. Councilor Vileisis motions to approve the minutes as amended.
 - vi. Councilor Pogwizd seconds the motion.
 - vii. Vote: Passed Unanimously @ (6:10) pm

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

- b. **Financials:** Councilors ask about incongruities between what the former administration told them and the documents presented; they were told the SDC fund had almost \$10,000,000 (ten million) in the account, but it actually has approx. \$800,000 (eight hundred thousand). The amount being presented to the Council in the documents is the correct amount. The Councilors discuss if Financials should go in the Consent Calendar for approval or in the departmental reports; Legal Counsel Kudlack stated that either could be appropriate, the Council decided via consensus to have finances in the departmental reports.

4. Additions to the Agenda

- a. CA Huttel requested the following additions to the agenda.

i. Lightspeed Network

1. Vileisis motions to add this item to the agenda as 8(b)
2. Burns seconds the motion.
3. Vote passed unanimously @ (6:27)

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

ii. Water Permits

1. Webb motions to add this item to the agenda as item 8(c)
2. Tidey Seconds the motion.
3. Vote passed unanimously @ (6:28)

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

iii. Executive session (####) for labor negotiations

1. Burns motions to add this item to the agenda as 8(d)
2. Webb seconds the motion.
3. Vote passed unanimously @ (6:29)

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

iv. Suicide Prevention (proclamation?)

1. Pogwizd motions to add this item to the agenda as 8(b)
2. Burns seconds the motion.
3. Vote passed 5-1 @ (6:30) (Webb no)

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>No</u>

- b. Councilor Rask requested that N2N be added as a liaison report. Councilors agree by consensus.

5. Citizen's Concerns – By Consensus the City Council is allowing items not the agenda to be spoken on tonight.

- a. **Diana Marmon:** Has presents a petition from her neighborhood to lower the speed limit on Hamlet from 25 MPH to 15 MPH for safety of kids and wildlife. The Council discussed speeding throughout the town and possible solutions and directed staff to review the procedure to change the speeding limit and research other possible solutions.

- b. **Bob Mielenz:** Question about the minutes, item 10 (b) (N2N having trouble with city staff) wants to know what those troubles are. Speaking of the homelessness issue, he says that anything the city subsidizes we get more of and urges careful consideration of the direction the city is going.
- c. **Kate McClung:** 2 issues to discuss
 - i. Homelessness: She has lived here for almost 20 years, 16 peaceful ones but the last 2 years have been turbulent. She has been exposed to physical and verbal fights from the homeless population in town; though N2N has rules for those they are trying to help, the rules aren't being followed. This has driven her property value down and she feels as though she may have to sue the city due to recoup the loss. Why does the city have to provide something for these people? It doesn't have the spare resources.
 - ii. Speeding on Idaho is out of hand; a petition was filled out and filed in 2022 to reduce the speed on Idaho but nothing was ever done about it. The neighborhood has a lot of children that play and speeding is a hazard. The council directs staff to include Idaho in their research on speeding solutions.

6. Departmental Reports

a. Administration

- i. **Business Oregon Grant \$750K for water recycling:** The City has been awarded a grant for water recycling in relation to the Pacific Gales project and CA Huttel would like some direction on what the Council would like to prioritize. The Council asks clarifying questions about our obligations and what the grant could be used on. At the time of the extension on the project permit, Legal Counsel Kudlack stated we wouldn't have any obligation to the Pacific Gales project. The councilors don't think there's enough information at this time and directs staff to review the legislation, do more research with the state to see what we can do, generate a list of possible projects, and schedule a workshop date/time if a larger discussion is necessary.
- ii. **BRIC grant explanation of non-award:** The BRIC grant we applied to earlier this year was not approved, but the letter they sent seems to allow the city to re-submit after clearing up some issues. The council discussed if they thought this seemed worth while when the city scored less than 60/100 on both applications. Huttel requested an hour to discuss with the Civil West engineer who helped us put the application together so we can learn how to increase our scores for the next one.

1. **Councilor Vileisis motions to direct staff to spend an 1-2 hours with the engineer to learn more.**
2. **Councilor Pogwizd seconds the motion.**
3. **The vote passed unanimously yes @ (7:15)**

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

- b. **Finance** – Previously covered and there are no questions for David Johnson. Mr Huttel recommends councilors schedule individual sessions with Mr. Johnson.

- c. **Public Works** – John Isadore reads off of his written report that has been added as part of the record. Main things are nearing completion of permitting to upgrade AZ lift station (?) and need to schedule emptying Hummus Pond before rains. Additionally, in response to the Anvil Fire, the city has entered into 2 agreements with the Federal government to help with the firefighters; one for providing potable water to the camp which has approx. 1000 workers and one to remove the wastewater. We should be on high alert, if the Elk River substation gets affected by the fire, we'd lose power in town; John Isadore recommends that the city needs to update its Emergency Response Plan to ensure we have emergency generators to run the water and sewer systems.
- d. **Police** – None
- e. **Planning** – Councilor Rask suggest that planning commissioners should go to properties when considering at an application so they can be informed; John Huttli explains that there can be issue with that because as government entities we can only enter private property when invited. Planning reports are intended to bring all the needed information to the PC members.
- f. **Mayors Report** – Has been going to the Anvil Fire Co-operator meeting every morning, so far everything has been going fine but anything we can do to help the firefighters would be appreciated.

Prior to Liaison Reports; Councilor Vilisis motioned to extend the meeting and take a recess
Councilor Burns seconds the motion.
Vote passed 3-3 with Mayor Cox voting in favor of the extension.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>No</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>No</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>No</u>
<i>Mayor Cox</i>		<u>Yes</u>			

- g. **Liaison Reports**
 - i. **Port – Webb: Crane work is in process.**
 - ii. **School – Rask: Met with the Superintendent; there is interest in setting up a career day and field trips to the sewer and water plants, and the school is low on PE equipment.**
 - iii. **Fire District – Tidey: The Fire District is on patrol and dealing with the fire.**
 - iv. **Watershed – Vileisis: Mostly a continuation of last months, still in the process of acquiring land.**

- v. **Parks – Tidey: Upcoming Disc golf event has almost sold out and the playground RP is progressing.**
- vi. **TLT – Pogwizd: Still looking for volunteers for the committee.**
- vii. **Mainstreet – Burns: Bike racks have arrived and should be installed prior to next meeting. Visitor Center work is close to being done, one of the few issues left to resolve is the key. Public works is asked to install a combination lock box for the key on the side of the building.**
- viii. **Emergency Mgmt. – Burns: Facebook page has been made and has approx. 600 members. The EMC is heavily recommending citizens have a go bag ready, this is especially critical at this time to the Anvil Fire.**
- ix. **N2N – Rask: Has gone to multiple N2N meetings. The address issue they previously had has been dealt with. N2N feels as though the city doesn't support them, Liaison Rask reiterated that the city supports their efforts, but ultimately its their effort, not the cities. In order to get better insurance for the location of the camp, N2N is asking if we could lease them the land as they need a lease to move forward on insurance. They would also like assistance on building a fence on the property and landscaping work. Additionally, they would like to hang signs stating that the property isn't an open campground. Councilor Pogzwid then ask if "No Open Fire" signs were ever hung? – no. The councilors then asked what the long-term plan for N2N is – they ultimately want to purchase property to do their work on and currently working with ADAPT to get addiction services in town. Legal Counsel Kudlack recommends caution on leasing city property as we could still be liable if constitutional rights are being violated. The amount of people in the camp has increase from 2 to 8 since the council first voted on the issue and by consensus the council believes that the camp has only gotten worse since that time. Councilor Burns suggests that regular meetings between the city and N2N and other partners are needed. Due to the scale of this issue the Council believes that this should be a workshop in the near future and at least re-evaluate the location of the camp; with the property behind Kar Kare being mentioned as a possibility.**
 - 1. **Officer Brennan (new PO officer): Has 20 year of law enforcement experience and believes our system is broken. The camp is growing because the officers have been removing people from private property, including another camp between 4 private properties on a city right of way. Officer Brennan was not aware of the existence of N2N and hasn't been able to get in contact with any of the members but would volunteer to engage with the organization to provide a law enforcement perspective and help to improve collaboration. He has been doing what he can and while a good number of homeless**

individuals are complaining, there are also a lot of drug and mental health issues that create issues. Additionally, there are concerns over pollution as a lot of these camps are along waterways so that the water can be used to remove waste (biological and trash) from the sites which is also a problem.

7. Old Business

a. Emergency Response Commission:

- i. Burns motions to approve the Ordinance for a first reading.
- ii. Burns rescinds motion to approve the Ordinance as it didn't make it in the packet.
- iii. Webb motions to continue 7(a) in the next meeting.
- iv. Burns seconds
- v. Vote was passed 5-1 @ (8:49) pm with Tidey abstaining

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>Abstain</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

8. New Business

a. Res. 2023-24 Swearing in of Joseph as City Recorder:

- i. Webb motions to continue this item at the next meeting.
- ii. Councilor Pogwizd seconds
- iii. Vote failed 2-4 with Pogwizd and Webb voting yes.

<i>Councilor Burns</i>	<u>No</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>No</u>
<i>Councilor Tidey</i>	<u>No</u>	<i>Councilor Vileisis</i>	<u>No</u>	<i>Councilor Webb</i>	<u>Yes</u>

iv. Discussion revolved around the lack of job descriptions, the fact that we're currently in union negotiations and shouldn't give one employee a raise and if Joseph is receiving pay appropriate for the work that he's doing. Job descriptions are currently in process, the union stated in writing that this is fine as it's not a raise it's a reclassification to bring Josephs title and pay in line with work that he does.

v. Burns motions to accept Resolution 2023-24

vi. Vileisis seconds the motion.

vii. Vote passed 4-2 @ 9:16 with no further discussion.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>No</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>No</u>

b. Res 2023-25

- i. Vileisis motions to continue 8(b) in next month's meeting and direct CA Huttl to reevaluate rates.
- ii. Tidey seconds the motion.
- iii. Vote unanimously yes @ (9:23) pm

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

c. Garrison Lake Water Permits

- i. Pogwizd motions to let the Permits.

- ii. Burns seconds the motion.
- iii. Vote passed unanimously @ 9:25

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

9. Continuing Action Items

- a. Mayor lists items that the city is continuing to work on; job descriptions, Right-Of-Way permits back to the council, emergency management commission ordinance.
- b. Proclamation from the city on Suicide prevention month; not read as CA Hutt didn't think it would be accepted so it was left in his office. Hour is late so council by consensus agrees to not consider the proclamation.

10. Considerations

- a. Councilor Vileisis brings up the Police Levy and asks for clarification on role that city councilors need to play to help citizens understand the importance of voting. Pogwizd recommends a town hall meeting. Webb recommends forming a PAC and buying signs. The hour is late so no plan is made.

11. Future Meetings – Proposed dates

- a. Monday, September 25^t, 2023; Special Session: Well Workshop In the Gable Chambers and Online at 5:30 pm
- b. Thursday, October 19th, 2023; Regular Meeting In the Gable Chambers and Online at 5:30 pm

12. Adjourn

- a. With no further public business, Mayor Cox Adjourns this meeting of the City Council @ (9:55) pm and moves the Council into Executive session ORS 192.660 (2) (d): To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

13. Executive session ORS 192.660 (2) (d): To conduct deliberations with persons designated by the governing body to carry on labor negotiations ends at 11:45 pm

Attest:

Mayor, Pat Cox

Date

City Recorder, Joseph Harrison

Date



City of Port Orford

TO: Mayor and City Council
FROM: John Huttli, City Administrator
DATE: October 19, 2023
SUBJECT: Management Report

Attached please find two items under Management Reports

1. Sudden Oak Death
2. Safety Committee Draft City Safety Policy



City of Port Orford

MEMORANDUM

To: Mayor and City Council

From: John Huttli, City Administrator

Date: October 19, 2023

Re: Sudden Oak Death (SOD) Trees on City Property

Accompanying this memorandum are: an email exchange between me and State of Oregon Department of Forestry Randall Wiese, describing discovery of Sudden Oak Death (SOD) on some privately owned property in town, and the concurrent discovery of SOD in trees on City owned property.

The Department of Forestry asked the City for permission to remove the SOD trees on City owned property. I agreed, allowing up to five trees to be removed. If more trees than that were discovered, I proposed formulating a plan to address the situation.

CC'd on the email chain were Parks Commission Chair Bryan Thompson and City Public Works Supervisor John Isadore.

No City Council action is requested at this time. This is information only. Further details will be provided as information comes in.

Respectfully Submitted,

/s/

John Huttli, City Administrator

John HuttI

From: John HuttI <jhuttI@portorford.org>
Sent: Wednesday, October 4, 2023 10:05 AM
To: 'WIESE Randall S * ODF'
Cc: 'John Isadore'; 'Bryan Thompson'
Subject: RE: Sudden Oak Death - Starr / City of Port Orford Property

Hello Randy Wiese,
You have my permission to remove the trees on the City property identified in this image.
If your investigation uncovers additional trees, then you have my permission to remove those as well, up to five additional trees.

Anything more than five, we would need to re-visit and come up with a plan.

Thank you,

John

John HuttI
City Administrator
City of Port Orford
jhuttI@portorford.org
w 541 366 4568

From: WIESE Randall S * ODF [mailto:Randall.S.WIESE@odf.oregon.gov]
Sent: Tuesday, October 3, 2023 10:18 AM
To: jhuttI@portorford.org
Subject: Sudden Oak Death - Starr / City of Port Orford Property

Hi John,

Here are two maps of the property I talked to you yesterday about in Port Orford. On the north side of the Starr Property there are a few trees on the City that are dying. We sampled one last year and it came back from the lab as being infected. When we are doing the project on Starr, I would like to get the few trees that are right behind his also so that we don't have to come back around his place again.

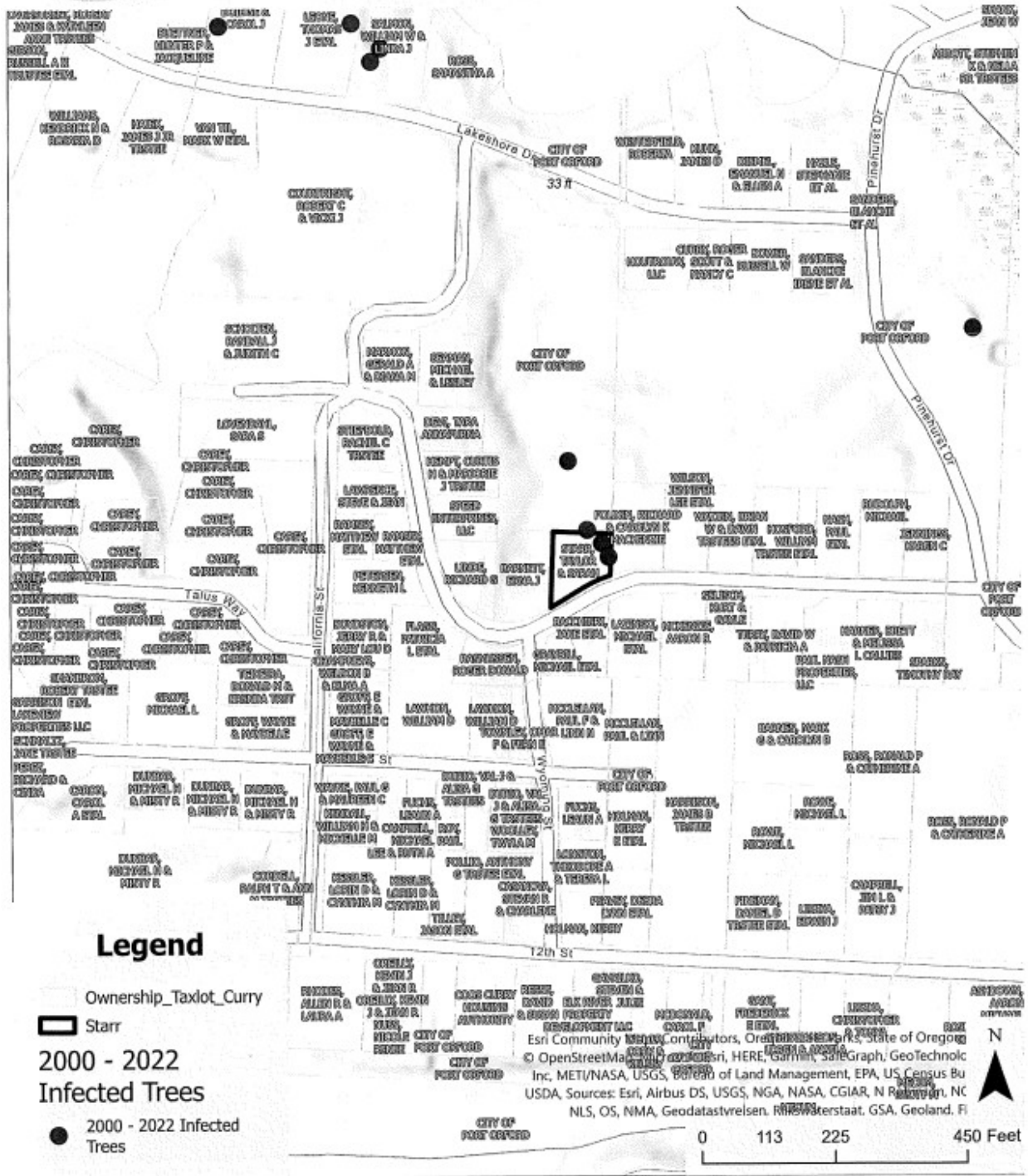
Take a look and maybe some time soon we can meet to talk about it and Sudden Oak Death in general.

Thanks,

Randy Wiese
Sudden Oak Death Program
Oregon Department of Forestry
(541) 294-8425



Port Orford - Area 823
Taylor Starr Property
16 Hamlet



City of Port Orford Safety and Health Policy Statement



The safety and health of our employees is our most important consideration. No employee will be required to do a job that they consider unsafe. All departments of The City of Port Orford will comply with all applicable Oregon OSHA workplace safety and health requirements and maintain occupational safety and health standards that equal or exceed the best practices in the industry.

The City will establish a safety committee, consisting of management and employee representatives, whose responsibility will be identifying hazards and unsafe work practices, removing obstacles to accident prevention, and helping evaluate the City's effort to achieve an accident-and-injury-free workplace.

The City of Port Orford pledges to do the following:

- Strive to achieve the goal of zero accidents and injuries.
- Provide mechanical and physical safeguards wherever they are necessary.
- Conduct routine safety and health inspections to find and eliminate unsafe working conditions, control health hazards, and comply with all applicable OR-OSHA safety and health requirements.
- Train all employees in safe work practices and procedures.
- Provide employees with necessary personal protective equipment and train them to use and care for it properly.
- Enforce departmental safety and health rules and require employees to follow the rules as a condition of employment.
- Investigate accidents to determine the cause and prevent similar accidents.

Managers, supervisors, and all other employees share responsibility for a safe and healthful workplace.

- Management is accountable for preventing workplace injuries and illnesses. Management will consider all employee suggestions for achieving a safer, healthier workplace. Management also will keep informed about workplace safety-and-health hazards and regularly review the company's safety and health program.
- Supervisors are responsible for supervising and training workers in safe work practices.
- Supervisors must enforce company rules and ensure that employees follow safe practices during their work.
- Employees are expected to participate in safety and health program activities including, immediately reporting hazards, unsafe work practices, and accidents to supervisors or a safety committee representative, wearing required personal protective equipment, and, participating in and supporting safety committee activities.

City Administrator's signature: _____ Date: _____

FINANCIAL REPORT
October 10, 2023

For the month of September, the total revenue and expenditures for all funds was \$142,013.69 and \$207,067.54 respectively. The total cash balance of all funds is \$2,366,430.47. Following is a more detailed narrative of the activity per fund.

General Fund:

The General fund received \$16,907.24 in revenue of which \$1,289.89 was from property tax receipts, \$10,293.62 from citations, \$1,737.22 from local marijuana tax, \$146.89 in State Cigarette Tax, \$2,465.14 in State Liquor Tax, \$650.50 in business licenses, \$48.00 for planning fees, \$149.23 reimbursement from The League of Oregon Cities for the lunch provided at the small cities meeting, \$106.75 in interest on investments, and \$20.00 in court administrative fees. For the month of September, the General Fund disbursed \$29,202.95 of which \$13,401.54 was for wages, \$9,623.86 for annual maintenance for financial software, \$1,200.00 in legal services, \$245.00 for custodial services, \$165.00 for a citation refund, \$1,075.00 for the Municipal Code website maintenance, \$169.42 for office supplies, \$300.00 for the municipal judge, \$125.15 in bank fees, \$2,515.50 for computer services, \$238.34 for postage, \$50.15 in miscellaneous expense (postage), and \$94.14 for internet service. The General fund share of the cash balance is \$79,620.00.

Parks:

Parks received \$1,626.74 in revenue which consists of \$21.27 in second quarter TLT receipts, \$480.00 in rent for the A-Frame, \$29.50 in Fort Point contributions \$875.97 in interest on investments and \$220.00 in Parks Fundraising money. For the month of September, \$8,988.03 was disbursed for Parks of which \$6,229.34 was for payroll, \$392.89 for electricity, \$105.85 for internet service, \$54.95 for maintenance to Battle Rock Park, and \$2,205.00 for custodial services. Parks share of the cash balance is \$216,594.32. \$2,936.00 of that balance is from Parks fundraising.

Public Safety:

\$42,702.52 was disbursed for the Police Department of which \$40,639.65 was for payroll, \$6.99 for postage, and \$2,055.88 annual maintenance for the Lexipol software. Public Safety received \$1,147.85 in revenue of which \$1,027.48 was from property tax receipts, \$57.76 reimbursement from an officer for fuel used in his personal car, \$47.61 from interest on investments, and \$15.00 reimbursement for an insurance report. Public Safety share of the cash balance is \$18,633.34.

Water Enterprise:

The Water Department received \$50,751.74 in revenue of which \$50,573.39 was from the August utility billing of which \$7,108.50 is designated to be set aside for Water Capital Reserves, \$2.57 in miscellaneous receipts and \$175.78 in interest on investments. The Water Enterprise Fund paid out \$82,887.13 of which \$29,343.94 was for payroll, \$39,719.50 for work on the Bric Grant, \$3,377.19 for the annual maintenance of the utility billing software, \$2,350.80 for bank merchant fees, \$220.20 for internet service, \$145.79 for electricity, \$500.00 for contract services, \$208.45 payment refund, \$2,500.00 for maintenance for the water lines, \$3,833.00 for engineering, \$377.34 for postage, \$82.26 for maintenance of test equipment, \$146.68 for telephone service, and \$81.98 for lab supplies. Waters share of the cash balance is \$11,419.33.

Water Capital Reserves:

The Water Capital Reserve fund received \$565.40 from interest on investments. The Water Capital Reserve Fund share of the cash balance is \$153,702.46.

Sewer Enterprise:

The Sewer Enterprise Fund received \$57,644.08 in cash receipts which consists of \$100.00 reimbursement for tests done for the fish hatchery, \$914.59 in interest on investments, and \$56,629.49 from the August utility billing of which \$7,024.83 is designated to be set aside for Sewer Capital Reserve. The Sewer Enterprise fund outflow for September was \$32,470.02 of which \$19,232.32 was for payroll, \$228.40 for electricity, \$198.26 for telephone service, \$146.49 for maintenance to the sewer treatment plant, \$377.33 for postage, \$139.98 for internet service, \$6,355.00 for work done on replacement of the

Arizona lift station, \$2,350.82 for bank merchant fees, \$64.23 for office supplies, and \$3,377.19 annual maintenance fee for the utility billing software. Sewers share of the cash balance is \$426,866.68.

Sewer Capital Reserves:

The Sewer Capital Reserve fund received \$1,250.42 from interest on investments, The Sewer Capital Reserves share of the cash balance is \$339,921.55.

Street Fund:

For September the Street Fund received \$8,146.52 of which \$7,951.75 was from the State Highway tax and \$194.77 from interest on investments. \$10,816.89 was disbursed for Streets, of which \$8,673.46 was for wages, \$1,763.69 for maintenance of streets, and \$107.76 for electricity, \$96.98 for small tools, \$175.00 for the porta potty. Streets share of the cash balance is \$39,436.85.

Streets Capital Improvement Fund

Streets Capital Improvement fund received \$176.94 from interest on investments, The Streets Capital Improvement Fund share of the cash balance is now \$48,100.92.

Equipment Replacement Fund:

Equipment Replacement fund received \$312.71 from interest on investments. The Equipment Replacement Funds share of the cash balance is \$85,009.36.

Water and Sewer SDC:

The Water and Sewer SDC funds received \$2,048.47 and \$1,435.58 respectively from interest on investments. The Water and Sewer SDC funds share of the cash balance is as follows:

Water SDC	\$556,867.55
Sewer SDC Reimbursement	\$352,793.33
Sewer SDC Improvement	\$ 37,464.78

David Johnson

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 010 - GENERAL FUND						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
010-00-40100	Prior Year Fund Balance	134,985.00	134,985.00	108,138.38	108,138.38	-26,846.62 80.11 %
010-00-41120	Property Taxes-Prior	10,000.00	10,000.00	1,289.89	21,257.95	11,257.95 212.58 %
010-00-41160	Local Marijuana Tax	15,000.00	15,000.00	1,737.22	4,876.78	-10,123.22 32.51 %
010-00-41210	State Cigarette Tax	850.00	850.00	146.89	221.68	-628.32 26.08 %
010-00-41220	State Liquor Tax	22,730.00	22,730.00	2,465.14	6,189.56	-16,540.44 27.23 %
010-00-41310	State Revenue Sharing	12,770.00	12,770.00	0.00	2,966.85	-9,803.15 23.23 %
010-00-41320	Payment in Lieu of Tax (PILOT)	1,000.00	1,000.00	0.00	0.00	-1,000.00 0.00 %
010-00-42010	Interest on Investments	13,000.00	13,000.00	106.75	270.59	-12,729.41 2.08 %
010-00-42110	LSN - Franchise Fees	5,000.00	5,000.00	0.00	524.18	-4,475.82 10.48 %
010-00-42111	Charter Franchise Fees	14,000.00	14,000.00	0.00	3,415.05	-10,584.95 24.39 %
010-00-42112	Frontier Franchise Fees	14,000.00	14,000.00	0.00	0.00	-14,000.00 0.00 %
010-00-42210	Business Licenses	7,500.00	7,500.00	650.50	3,680.50	-3,819.50 49.07 %
010-00-44214	Court Administrative Fees	250.00	250.00	20.00	60.00	-190.00 24.00 %
010-00-44320	Subdivision Engineering Fees	14,000.00	14,000.00	0.00	0.00	-14,000.00 0.00 %
010-00-44330	Planning Fees	7,000.00	7,000.00	48.00	2,070.00	-4,930.00 29.57 %
010-00-44340	Lien Search Fees	500.00	500.00	0.00	0.00	-500.00 0.00 %
010-00-45120	Citations	270,000.00	270,000.00	9,074.80	31,595.14	-238,404.86 11.70 %
010-00-45730	Circuit Court Collection	4,000.00	4,000.00	1,218.82	1,446.32	-2,553.68 36.16 %
010-00-46114	Charge to Parks Fund	19,100.00	19,100.00	0.00	0.00	-19,100.00 0.00 %
010-00-46120	Charge to Public Safety Fund	32,553.00	32,553.00	0.00	0.00	-32,553.00 0.00 %
010-00-46140	Charge to Street Fund	17,785.00	17,785.00	0.00	0.00	-17,785.00 0.00 %
010-00-46210	Miscellaneous Receipts	100.00	100.00	149.23	239.23	139.23 239.23 %
010-00-46880	Reimbursements	100.00	100.00	0.00	0.00	-100.00 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY..	616,223.00	616,223.00	125,045.62	186,952.21	-429,270.79	30.34%
Program State Reporting: 91 - PROPERTY TAXES ESTIMATED TO BE RECEIVED						
010-00-41110	Property Taxes Current	356,291.00	356,291.00	0.00	1,804.30	-354,486.70 0.51 %
Program State Reporting: 91 - PROPERTY TAXES ESTIMATED TO BE ...	356,291.00	356,291.00	0.00	1,804.30	-354,486.70	0.51%
Department: 00 - NON-DEPARTMENTAL Total:	972,514.00	972,514.00	125,045.62	188,756.51	-783,757.49	19.41%
Revenue Total:	972,514.00	972,514.00	125,045.62	188,756.51	-783,757.49	19.41%
Expense						
Department: 10 - GENERAL FUND - ADMINISTRATIVE						
Program State Reporting: 01 - PERSONAL SERVICES						
010-10-51200	Administrator/Manager	32,674.00	32,674.00	1,837.48	4,593.70	28,080.30 14.06 %
010-10-51350	Accounting Assistant	12,420.00	12,420.00	1,700.06	4,337.19	8,082.81 34.92 %
010-10-51400	Accountant/Assistant to Admin	31,050.00	31,050.00	1,674.40	3,972.08	27,077.92 12.79 %
010-10-52010	Social Security	6,154.00	6,154.00	370.06	915.41	5,238.59 14.88 %
010-10-52020	PERS Retirement	6,210.00	6,210.00	1,155.55	2,586.00	3,624.00 41.64 %
010-10-52030	Worker's Comp./Disability Ins.	4,276.00	4,276.00	20.36	84.44	4,191.56 1.97 %
010-10-52040	Health, Dental, Life Ins.	24,814.00	24,814.00	1,459.81	3,646.92	21,167.08 14.70 %
Program State Reporting: 01 - PERSONAL SERVICES Total:	117,598.00	117,598.00	8,217.72	20,135.74	97,462.26	17.12%
Program State Reporting: 02 - MATERIALS AND SERVICES						
010-10-62210	Telephone	4,500.00	4,500.00	0.00	590.94	3,909.06 13.13 %
010-10-62310	Management Travel	500.00	500.00	0.00	0.00	500.00 0.00 %
010-10-62912	Dues & OR Statutes	2,500.00	2,500.00	0.00	1,798.00	702.00 71.92 %
Program State Reporting: 02 - MATERIALS AND SERVICES Total:	7,500.00	7,500.00	0.00	2,388.94	5,111.06	31.85%
Department: 10 - GENERAL FUND - ADMINISTRATIVE Total:	125,098.00	125,098.00	8,217.72	22,524.68	102,573.32	18.01%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 20 - GENERAL FUND - COURT							
Program State Reporting: 01 - PERSONAL SERVICES							
010-20-51310	Court Clerk	15,433.00	15,433.00	682.64	1,637.98	13,795.02	10.61 %
010-20-51350	Clerical	3,202.00	3,202.00	340.01	864.38	2,337.62	27.00 %
010-20-52010	Social Security	1,403.00	1,403.00	74.36	181.75	1,221.25	12.95 %
010-20-52020	PERS Retirement	5,334.00	5,334.00	277.95	680.12	4,653.88	12.75 %
010-20-52030	Worker's Comp./Disability Ins.	11.00	11.00	0.37	0.99	10.01	9.00 %
010-20-52040	Health, Dental, Life Ins.	6,296.00	6,296.00	184.24	457.58	5,838.42	7.27 %
Program State Reporting: 01 - PERSONAL SERVICES Total:		31,679.00	31,679.00	1,559.57	3,822.80	27,856.20	12.07%
Program State Reporting: 02 - MATERIALS AND SERVICES							
010-20-61210	Office & Operating Supplies	1,000.00	1,000.00	0.00	28.98	971.02	2.90 %
010-20-61230	Software Maintenance	2,055.00	2,055.00	1,991.60	1,991.60	63.40	96.91 %
010-20-62170	Judge Contract	3,600.00	3,600.00	300.00	900.00	2,700.00	25.00 %
010-20-62210	Telephone	500.00	500.00	0.00	105.26	394.74	21.05 %
010-20-62230	Postage	1,000.00	1,000.00	33.81	90.47	909.53	9.05 %
010-20-62343	Travel & Training / Meetings	500.00	500.00	0.00	0.00	500.00	0.00 %
010-20-62912	Dues & OR Statutes	100.00	100.00	0.00	0.00	100.00	0.00 %
010-20-62941	Reimbursements/Citations	2,500.00	2,500.00	165.00	165.00	2,335.00	6.60 %
010-20-63220	State Assessment	41,700.00	41,700.00	0.00	3,350.00	38,350.00	8.03 %
010-20-63230	County Assessments	13,344.00	13,344.00	0.00	911.20	12,432.80	6.83 %
Program State Reporting: 02 - MATERIALS AND SERVICES Total:		66,299.00	66,299.00	2,490.41	7,542.51	58,756.49	11.38%
Department: 20 - GENERAL FUND - COURT Total:		97,978.00	97,978.00	4,049.98	11,365.31	86,612.69	11.60%
Department: 30 - GENERAL FUND - EMERGENCY MANAGEMENT							
Program State Reporting: 01 - PERSONAL SERVICES							
010-30-51200	Administrator/Manager	8,280.00	8,280.00	612.50	1,531.25	6,748.75	18.49 %
010-30-51520	Police Chief	4,047.00	4,047.00	304.36	760.90	3,286.10	18.80 %
010-30-52010	Social Security	1,034.00	1,034.00	68.04	170.10	863.90	16.45 %
010-30-52020	PERS Retirement	1,553.00	1,553.00	237.38	593.45	959.55	38.21 %
010-30-52030	Worker's Comp./Disability Ins.	104.00	104.00	0.25	0.70	103.30	0.67 %
010-30-52040	Health, Dental, Life Ins.	2,070.00	2,070.00	102.54	256.10	1,813.90	12.37 %
Program State Reporting: 01 - PERSONAL SERVICES Total:		17,088.00	17,088.00	1,325.07	3,312.50	13,775.50	19.38%
Program State Reporting: 02 - MATERIALS AND SERVICES							
010-30-61210	Office & Operating Supplies	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
010-30-62230	Postage	500.00	500.00	0.00	0.00	500.00	0.00 %
010-30-62835	Small Tools & Minor Equipment	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
010-30-62936	Miscellaneous	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
Program State Reporting: 02 - MATERIALS AND SERVICES Total:		14,500.00	14,500.00	0.00	0.00	14,500.00	0.00%
Department: 30 - GENERAL FUND - EMERGENCY MANAGEMENT Tot...		31,588.00	31,588.00	1,325.07	3,312.50	28,275.50	10.49%
Department: 50 - GENERAL FUND - PLANNING							
Program State Reporting: 01 - PERSONAL SERVICES							
010-50-51210	Planning Director	3,551.00	3,551.00	612.50	1,531.25	2,019.75	43.12 %
010-50-51301	Planning Assistant	6,261.00	6,261.00	1,004.64	2,383.25	3,877.75	38.07 %
010-50-52010	Social Security	693.00	693.00	119.26	288.34	404.66	41.61 %
010-50-52020	PERS Retirement	1,898.00	1,898.00	289.18	527.05	1,370.95	27.77 %
010-50-52030	Worker's Comp./Disability Ins.	3.00	3.00	0.70	1.82	1.18	60.67 %
010-50-52040	Health, Dental, Life Ins.	1,231.00	1,231.00	272.90	681.72	549.28	55.38 %
Program State Reporting: 01 - PERSONAL SERVICES Total:		13,637.00	13,637.00	2,299.18	5,413.43	8,223.57	39.70%
Program State Reporting: 02 - MATERIALS AND SERVICES							
010-50-61210	Office & Operating Supplies	500.00	500.00	14.99	28.58	471.42	5.72 %
010-50-62150	Planning Contract	25,000.00	25,000.00	0.00	7,772.18	17,227.82	31.09 %
010-50-62160	Professional Services	500.00	500.00	0.00	0.00	500.00	0.00 %
010-50-62175	Legal Services	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
010-50-62230	Postage	500.00	500.00	38.42	64.20	435.80	12.84 %
010-50-62343	Travel & Training / Meetings	500.00	500.00	0.00	0.00	500.00	0.00 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
010-50-62410 Advertising	500.00	500.00	0.00	0.00	500.00	0.00 %
Program State Reporting: 02 - MATERIALS AND SERVICES Total:	28,500.00	28,500.00	53.41	7,864.96	20,635.04	27.60%
Department: 50 - GENERAL FUND - PLANNING Total:	42,137.00	42,137.00	2,352.59	13,278.39	28,858.61	31.51%
Department: 60 - GENERAL FUND - NON DEPARTMENTAL						
Program State Reporting: 02 - MATERIALS AND SERVICES						
010-60-61210 Office & Operating Supplies	10,000.00	10,000.00	154.43	511.41	9,488.59	5.11 %
010-60-61230 Software Maintenance	11,037.00	11,037.00	7,632.26	7,632.26	3,404.74	69.15 %
010-60-62100 Bank Charges	5,500.00	5,500.00	125.15	500.25	4,999.75	9.10 %
010-60-62110 Auditing & Accounting	15,545.00	15,545.00	0.00	4,635.87	10,909.13	29.82 %
010-60-62140 Computer Services	3,000.00	3,000.00	2,515.50	3,553.49	-553.49	118.45 %
010-60-62160 Professional Services	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
010-60-62175 Legal Services	14,400.00	14,400.00	1,200.00	3,600.00	10,800.00	25.00 %
010-60-62180 Port Orford Rural Fire Dist.	67,837.00	67,837.00	0.00	0.00	67,837.00	0.00 %
010-60-62190 Curry County 911 Dispatch Service	32,750.00	32,750.00	0.00	0.00	32,750.00	0.00 %
010-60-62220 Internet Access	1,500.00	1,500.00	94.14	320.08	1,179.92	21.34 %
010-60-62230 Postage	1,600.00	1,600.00	166.11	563.33	1,036.67	35.21 %
010-60-62343 Travel & Training / Meetings	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
010-60-62410 Advertising	500.00	500.00	0.00	0.00	500.00	0.00 %
010-60-62610 Insurance & Bonds	16,526.00	16,526.00	0.00	23,754.53	-7,228.53	143.74 %
010-60-62740 Electricity	15,000.00	15,000.00	0.00	1,437.62	13,562.38	9.58 %
010-60-62805 R & M City Hall	20,000.00	20,000.00	0.00	123.10	19,876.90	0.62 %
010-60-62819 Municipal Code Book	2,000.00	2,000.00	1,075.00	1,075.00	925.00	53.75 %
010-60-62835 Small Tools and Minor Equip.	6,500.00	6,500.00	0.00	39.99	6,460.01	0.62 %
010-60-62920 Dues & Memberships	250.00	250.00	0.00	0.00	250.00	0.00 %
010-60-62930 Custodial Services	3,000.00	3,000.00	245.00	735.00	2,265.00	24.50 %
010-60-62935 Custodial Supplies	500.00	500.00	0.00	179.96	320.04	35.99 %
010-60-62936 Miscellaneous	0.00	0.00	50.15	199.38	-199.38	0.00 %
Program State Reporting: 02 - MATERIALS AND SERVICES Total:	230,445.00	230,445.00	13,257.74	48,861.27	181,583.73	21.20%
Program State Reporting: 03 - CAPITAL OUTLAY						
010-60-72012 City Hall Repairs	0.00	0.00	0.00	6.95	-6.95	0.00 %
010-60-74085 Equipment	0.00	0.00	0.00	9,787.41	-9,787.41	0.00 %
Program State Reporting: 03 - CAPITAL OUTLAY Total:	0.00	0.00	0.00	9,794.36	-9,794.36	0.00%
Program State Reporting: 05 - TRANSFERS						
010-60-91114 Transfer to Parks Fund	95,000.00	95,000.00	0.00	0.00	95,000.00	0.00 %
010-60-91120 Transfer to Public Safety Fund	180,000.00	180,000.00	0.00	0.00	180,000.00	0.00 %
010-60-91130 Transfer to Water Enterprise	85,000.00	85,000.00	0.00	0.00	85,000.00	0.00 %
010-60-91140 Transfer to Street Fund	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
010-60-91142 Transfer to Streets Capital Improve...	16,340.00	16,340.00	0.00	0.00	16,340.00	0.00 %
Program State Reporting: 05 - TRANSFERS Total:	401,340.00	401,340.00	0.00	0.00	401,340.00	0.00%
Program State Reporting: 06 - CONTINGENCIES						
010-60-98500 Contingency	22,091.00	22,091.00	0.00	0.00	22,091.00	0.00 %
Program State Reporting: 06 - CONTINGENCIES Total:	22,091.00	22,091.00	0.00	0.00	22,091.00	0.00%
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE						
010-60-99000 Unappropriated Reserves	25,388.00	25,388.00	0.00	0.00	25,388.00	0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...	25,388.00	25,388.00	0.00	0.00	25,388.00	0.00%
Department: 60 - GENERAL FUND - NON DEPARTMENTAL Total:	679,264.00	679,264.00	13,257.74	58,655.63	620,608.37	8.64%
Expense Total:	976,065.00	976,065.00	29,203.10	109,136.51	866,928.49	11.18%
Fund: 010 - GENERAL FUND Surplus (Deficit):	-3,551.00	-3,551.00	95,842.52	79,620.00	83,171.00	-2,242.19%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 014 - PARKS FUND						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
014-00-40100	Prior Year Fund Balance	246,540.00	246,540.00	208,043.95	208,043.95	-38,496.05 84.39 %
014-00-41410	Transient Lodging Tax	175,000.00	175,000.00	21.27	35,914.95	-139,085.05 20.52 %
014-00-42010	Interest on Investments	5,000.00	5,000.00	875.97	2,636.12	-2,363.88 52.72 %
014-00-44410	Rent - Community Building	1,000.00	1,000.00	0.00	0.00	-1,000.00 0.00 %
014-00-44420	American Legion Income/Rent	3,000.00	3,000.00	0.00	760.00	-2,240.00 25.33 %
014-00-44425	A-Frame Rental	480.00	480.00	480.00	720.00	240.00 150.00 %
014-00-44430	Visitor Center Rental	300.00	300.00	0.00	600.00	300.00 200.00 %
014-00-46110	Transfer from General Fund	95,000.00	95,000.00	0.00	0.00	-95,000.00 0.00 %
014-00-46210	Miscellaneous Receipts	100.00	100.00	0.00	0.00	-100.00 0.00 %
014-00-46883	Park Fundraising	0.00	0.00	220.00	2,936.00	2,936.00 0.00 %
014-00-46886	Parks Donations	0.00	0.00	0.00	5,000.00	5,000.00 0.00 %
014-00-46890	Contributions Fort Point	0.00	0.00	29.50	29.50	29.50 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY..		526,420.00	526,420.00	209,670.69	256,640.52	-269,779.48 48.75%
Department: 00 - NON-DEPARTMENTAL Total:		526,420.00	526,420.00	209,670.69	256,640.52	-269,779.48 48.75%
Revenue Total:		526,420.00	526,420.00	209,670.69	256,640.52	-269,779.48 48.75%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 01 - PERSONAL SERVICES						
014-00-51505	PW Superintendent	10,885.00	10,885.00	918.84	2,297.10	8,587.90 21.10 %
014-00-51600	WWTP Operator	1,684.00	1,684.00	149.81	358.24	1,325.76 21.27 %
014-00-51800	Maintenance Worker #1	5,305.00	5,305.00	453.61	1,134.02	4,170.98 21.38 %
014-00-51801	Water Treatment Plant Operator #2	2,821.00	2,821.00	259.53	620.62	2,200.38 22.00 %
014-00-51810	Maintenance Worker #2	6,590.00	6,590.00	588.72	1,410.99	5,179.01 21.41 %
014-00-51820	Maintenance Worker #3	10,796.00	10,796.00	1,324.07	3,166.27	7,629.73 29.33 %
014-00-52010	Social Security	2,767.00	2,767.00	268.61	652.66	2,114.34 23.59 %
014-00-52020	PERS Retirement	7,615.00	7,615.00	1,004.20	2,442.77	5,172.23 32.08 %
014-00-52030	Worker's Comp./Disability Ins.	4,347.00	4,347.00	128.83	552.37	3,794.63 12.71 %
014-00-52040	Health, Dental, Life Ins.	15,725.00	15,725.00	1,133.12	2,809.31	12,915.69 17.87 %
014-00-53014	Charge to Parks	10,350.00	10,350.00	0.00	0.00	10,350.00 0.00 %
014-00-62848	Park Fundraising	0.00	0.00	0.00	5.00	-5.00 0.00 %
Program State Reporting: 01 - PERSONAL SERVICES Total:		78,885.00	78,885.00	6,229.34	15,449.35	63,435.65 19.58%
Program State Reporting: 02 - MATERIALS AND SERVICES						
014-00-61210	Office & Operating Supplies	500.00	500.00	0.00	0.00	500.00 0.00 %
014-00-61260	Uniforms	750.00	750.00	0.00	0.00	750.00 0.00 %
014-00-61340	Fuel (Equip & Vehicles)	3,000.00	3,000.00	0.00	523.45	2,476.55 17.45 %
014-00-61360	Heating Fuel-Community Bldg	3,000.00	3,000.00	0.00	45.64	2,954.36 1.52 %
014-00-61361	Heating fuel - American Legion	4,000.00	4,000.00	0.00	0.00	4,000.00 0.00 %
014-00-62110	Auditing & Accounting	1,000.00	1,000.00	0.00	423.36	576.64 42.34 %
014-00-62160	Professional Services	500.00	500.00	0.00	0.00	500.00 0.00 %
014-00-62165	Tourism & Beautification Grant	15,000.00	15,000.00	0.00	11,500.00	3,500.00 76.67 %
014-00-62210	Telephone	500.00	500.00	0.00	98.88	401.12 19.78 %
014-00-62220	Internet Access	2,000.00	2,000.00	105.85	302.69	1,697.31 15.13 %
014-00-62415	Business Promotion	26,194.00	26,194.00	0.00	0.00	26,194.00 0.00 %
014-00-62610	Insurance & Bonds	2,258.00	2,258.00	0.00	1,955.40	302.60 86.60 %
014-00-62740	Electricity	4,000.00	4,000.00	200.11	414.84	3,585.16 10.37 %
014-00-62744	Electricity-Legion Hall	1,800.00	1,800.00	126.66	251.67	1,548.33 13.98 %
014-00-62745	Electricity-Community Bldg	1,000.00	1,000.00	66.12	116.64	883.36 11.66 %
014-00-62812	R & M - Battle Rock	14,500.00	14,500.00	54.95	918.39	13,581.61 6.33 %
014-00-62813	R & M - A-Frame	1,000.00	1,000.00	0.00	0.00	1,000.00 0.00 %
014-00-62814	R & M - Comm. Building	46,000.00	46,000.00	0.00	48.67	45,951.33 0.11 %
014-00-62817	R & M Visitor Center	5,000.00	5,000.00	0.00	165.57	4,834.43 3.31 %
014-00-62825	R & M - Buffington	7,700.00	7,700.00	0.00	452.17	7,247.83 5.87 %
014-00-62827	R & M - American Legion	1,000.00	1,000.00	0.00	158.13	841.87 15.81 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
014-00-62829	R & M - 12th St. Boat Ramp	2,000.00	2,000.00	0.00	280.15	1,719.85	14.01 %
014-00-62835	Small Tools & Minor Equipment	500.00	500.00	0.00	91.66	408.34	18.33 %
014-00-62836	Comm Bldg S Tools & Minor Equip	4,100.00	4,100.00	0.00	0.00	4,100.00	0.00 %
014-00-62837	Amer Legion S Tools & Minor Eq	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
014-00-62840	Vehicles & Equipment Maint.	500.00	500.00	0.00	0.00	500.00	0.00 %
014-00-62841	Jubilee	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00 %
014-00-62842	Parks Committee Projects	2,300.00	2,300.00	0.00	234.54	2,065.46	10.20 %
014-00-62930	Custodial Services	9,467.00	9,467.00	2,205.00	6,615.00	2,852.00	69.87 %
014-00-62936	Miscellaneous	100.00	100.00	0.00	0.00	100.00	0.00 %
014-00-62945	Charge to Parks.	8,750.00	8,750.00	0.00	0.00	8,750.00	0.00 %
Program State Reporting: 02 - MATERIALS AND SERVICES Total:		185,419.00	185,419.00	2,758.69	24,596.85	160,822.15	13.27%
Program State Reporting: 03 - CAPITAL OUTLAY							
014-00-73900	Playground Equipment Upgrade	163,000.00	163,000.00	0.00	0.00	163,000.00	0.00 %
Program State Reporting: 03 - CAPITAL OUTLAY Total:		163,000.00	163,000.00	0.00	0.00	163,000.00	0.00%
Program State Reporting: 06 - CONTINGENCIES							
014-00-98500	Contingency	62,000.00	62,000.00	0.00	0.00	62,000.00	0.00 %
Program State Reporting: 06 - CONTINGENCIES Total:		62,000.00	62,000.00	0.00	0.00	62,000.00	0.00%
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE							
014-00-99000	Unappropriated Reserves	37,116.00	37,116.00	0.00	0.00	37,116.00	0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...		37,116.00	37,116.00	0.00	0.00	37,116.00	0.00%
Department: 00 - NON-DEPARTMENTAL Total:		526,420.00	526,420.00	8,988.03	40,046.20	486,373.80	7.61%
Expense Total:		526,420.00	526,420.00	8,988.03	40,046.20	486,373.80	7.61%
Fund: 014 - PARKS FUND Surplus (Deficit):		0.00	0.00	200,682.66	216,594.32	216,594.32	0.00%

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 020 - PUBLIC SAFETY						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
020-00-40100	Prior Year Fund Balance	147,564.00	147,564.00	99,224.64	99,224.64	-48,339.36 67.24 %
020-00-41120	Property Taxes-Prior	8,000.00	8,000.00	1,027.48	1,476.86	-6,523.14 18.46 %
020-00-42010	Interest on Investments	2,500.00	2,500.00	47.61	461.94	-2,038.06 18.48 %
020-00-43430	Police Grants	500.00	500.00	0.00	0.00	-500.00 0.00 %
020-00-44191	Burning Permit	450.00	450.00	0.00	0.00	-450.00 0.00 %
020-00-45150	Insurance/Reimbursement	350.00	350.00	0.00	0.00	-350.00 0.00 %
020-00-46110	Transfer From General Fund	180,000.00	180,000.00	0.00	0.00	-180,000.00 0.00 %
020-00-46210	Miscellaneous Receipts	0.00	0.00	15.00	30.00	30.00 0.00 %
020-00-46880	Reimbursements	0.00	0.00	57.76	57.76	57.76 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY...	339,364.00	339,364.00	100,372.49	101,251.20	-238,112.80	29.84%
Program State Reporting: 91 - PROPERTY TAXES ESTIMATED TO BE RECEIVED						
020-00-41130	Public Safety Tax Option	282,671.00	282,671.00	0.00	0.00	-282,671.00 0.00 %
Program State Reporting: 91 - PROPERTY TAXES ESTIMATED TO BE ...	282,671.00	282,671.00	0.00	0.00	-282,671.00	0.00%
Department: 00 - NON-DEPARTMENTAL Total:	622,035.00	622,035.00	100,372.49	101,251.20	-520,783.80	16.28%
Revenue Total:	622,035.00	622,035.00	100,372.49	101,251.20	-520,783.80	16.28%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 01 - PERSONAL SERVICES						
020-00-51100	Overtime	12,079.00	12,079.00	4,102.82	4,894.22	7,184.78 40.52 %
020-00-51120	On Call Pay	8,618.00	8,618.00	903.75	1,803.75	6,814.25 20.93 %
020-00-51520	Police Chief	73,775.00	73,775.00	6,147.88	15,369.70	58,405.30 20.83 %
020-00-51740	Police Sergeant	22,574.00	22,574.00	0.00	0.00	22,574.00 0.00 %
020-00-51754	Police Officer #5	4,904.00	4,904.00	4,063.23	11,304.63	-6,400.63 230.52 %
020-00-51755	Police Officer #2	57,680.00	57,680.00	4,739.60	12,295.08	45,384.92 21.32 %
020-00-51757	Police Officer #3	58,604.00	58,604.00	4,739.60	12,085.98	46,518.02 20.62 %
020-00-51850	Police Officer #4	28,081.00	28,081.00	2,536.02	6,267.78	21,813.22 22.32 %
020-00-52010	Social Security	19,936.00	19,936.00	2,037.94	4,784.20	15,151.80 24.00 %
020-00-52020	PERS Retirement	75,221.00	75,221.00	6,552.17	15,185.00	60,036.00 20.19 %
020-00-52030	Worker's Comp./Disability Ins.	90.00	90.00	510.79	2,186.28	-2,096.28 2,429.20 %
020-00-52040	Health, Dental, Life Ins.	49,830.00	49,830.00	4,305.85	10,766.59	39,063.41 21.61 %
020-00-53020	Charge to Public Safety	32,553.00	32,553.00	0.00	0.00	32,553.00 0.00 %
Program State Reporting: 01 - PERSONAL SERVICES Total:	443,945.00	443,945.00	40,639.65	96,943.21	347,001.79	21.84%
Program State Reporting: 02 - MATERIALS AND SERVICES						
020-00-61210	Office & Operating Supplies	2,500.00	2,500.00	0.00	40.07	2,459.93 1.60 %
020-00-61260	Uniforms	8,000.00	8,000.00	0.00	0.00	8,000.00 0.00 %
020-00-61340	Fuel (Equip & Vehicles)	15,000.00	15,000.00	0.00	2,398.30	12,601.70 15.99 %
020-00-61350	Reserves Fuel	0.00	0.00	0.00	811.90	-811.90 0.00 %
020-00-62110	Auditing & Accounting	5,774.00	5,774.00	0.00	968.71	4,805.29 16.78 %
020-00-62140	Computer Services	2,000.00	2,000.00	0.00	0.00	2,000.00 0.00 %
020-00-62210	Telephone	5,000.00	5,000.00	0.00	833.42	4,166.58 16.67 %
020-00-62230	Postage	300.00	300.00	6.99	54.66	245.34 18.22 %
020-00-62343	Travel & Training / Meetings	2,500.00	2,500.00	0.00	0.00	2,500.00 0.00 %
020-00-62410	Advertising	0.00	0.00	0.00	225.00	-225.00 0.00 %
020-00-62610	Insurance & Bonds	15,589.00	15,589.00	0.00	15,208.68	380.32 97.56 %
020-00-62835	Small Tools & Minor Equipment	7,500.00	7,500.00	0.00	82.73	7,417.27 1.10 %
020-00-62840	Vehicles & Equipment Maint.	6,000.00	6,000.00	0.00	49.85	5,950.15 0.83 %
020-00-62920	Dues & Memberships	500.00	500.00	0.00	0.00	500.00 0.00 %
020-00-62936	Miscellaneous	200.00	200.00	0.00	0.00	200.00 0.00 %
020-00-63215	Justice System	6,745.00	6,745.00	0.00	0.00	6,745.00 0.00 %
020-00-63216	King's Online	1,449.00	1,449.00	0.00	150.00	1,299.00 10.35 %
020-00-63223	Lexipol	2,587.00	2,587.00	2,055.88	2,055.88	531.12 79.47 %
Program State Reporting: 02 - MATERIALS AND SERVICES Total:	81,644.00	81,644.00	2,062.87	22,879.20	58,764.80	28.02%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Program State Reporting: 03 - CAPITAL OUTLAY						
020-00-74020 Police Cruisers	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00 %
020-00-74070 Equipment	0.00	0.00	0.00	62.13	-62.13	0.00 %
Program State Reporting: 03 - CAPITAL OUTLAY Total:	40,000.00	40,000.00	0.00	62.13	39,937.87	0.16%
Program State Reporting: 06 - CONTINGENCIES						
020-00-98500 Contingency	31,155.00	31,155.00	0.00	0.00	31,155.00	0.00 %
Program State Reporting: 06 - CONTINGENCIES Total:	31,155.00	31,155.00	0.00	0.00	31,155.00	0.00%
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE						
020-00-99000 Unappropriated Reserves	25,291.00	25,291.00	0.00	0.00	25,291.00	0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...	25,291.00	25,291.00	0.00	0.00	25,291.00	0.00%
Department: 00 - NON-DEPARTMENTAL Total:	622,035.00	622,035.00	42,702.52	119,884.54	502,150.46	19.27%
Expense Total:	622,035.00	622,035.00	42,702.52	119,884.54	502,150.46	19.27%
Fund: 020 - PUBLIC SAFETY Surplus (Deficit):	0.00	0.00	57,669.97	-18,633.34	-18,633.34	0.00%

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 030 - WATER ENTERPRISE FUND						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
030-00-40100	Prior Year Fund Balance	107,089.00	107,089.00	78,533.99	78,533.99	-28,555.01 73.34 %
030-00-42010	Interest on Investments	1,000.00	1,000.00	175.78	699.76	-300.24 69.98 %
030-00-43438	Hubbards Creek Watershed Grant	0.00	0.00	0.00	5,369.00	5,369.00 0.00 %
030-00-44108	Water Meter	48,240.00	48,240.00	668.80	668.80	-47,571.20 1.39 %
030-00-44109	Designated for Reserves	58,606.00	58,606.00	7,108.50	18,755.40	-39,850.60 32.00 %
030-00-44110	Water Usage	432,164.00	432,164.00	42,928.90	117,346.82	-314,817.18 27.15 %
030-00-44111	Door Hanger Fees	3,000.00	3,000.00	0.00	50.00	-2,950.00 1.67 %
030-00-44112	Past Due Fees	13,000.00	13,000.00	-30.00	1,530.00	-11,470.00 11.77 %
030-00-44113	Contractor Water Usage	500.00	500.00	0.00	0.00	-500.00 0.00 %
030-00-44114	Reconnect Fee	1,500.00	1,500.00	0.00	0.00	-1,500.00 0.00 %
030-00-45010	Irrigation Meters	1,000.00	1,000.00	0.00	150.00	-850.00 15.00 %
030-00-45500	Restricted Cash-Deposits	2,000.00	2,000.00	0.00	100.00	-1,900.00 5.00 %
030-00-46110	Transfer from General Fund	85,000.00	85,000.00	0.00	0.00	-85,000.00 0.00 %
030-00-46204	Operating Loan - Sewer Enterprise	150,000.00	150,000.00	0.00	0.00	-150,000.00 0.00 %
030-00-46210	Miscellaneous Receipts	100.00	100.00	2.57	2.57	-97.43 2.57 %
030-00-46231	Transfer from Water Capital Reserv...	150,000.00	150,000.00	0.00	0.00	-150,000.00 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY..		1,053,199.00	1,053,199.00	129,388.54	223,206.34	-829,992.66 21.19%
Department: 00 - NON-DEPARTMENTAL Total:		1,053,199.00	1,053,199.00	129,388.54	223,206.34	-829,992.66 21.19%
Revenue Total:		1,053,199.00	1,053,199.00	129,388.54	223,206.34	-829,992.66 21.19%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 01 - PERSONAL SERVICES						
030-00-51100	Overtime	21,683.00	21,683.00	1,940.05	5,022.86	16,660.14 23.16 %
030-00-51120	On Call Pay	13,703.00	13,703.00	1,173.00	2,809.50	10,893.50 20.50 %
030-00-51210	City Administrator	19,246.00	19,246.00	1,470.00	3,675.00	15,571.00 19.09 %
030-00-51300	Office Clerk	15,141.00	15,141.00	1,365.28	3,275.93	11,865.07 21.64 %
030-00-51350	Accounting Assistant	6,393.00	6,393.00	646.02	1,649.67	4,743.33 25.80 %
030-00-51400	Accountant/Assistant to Admin	2,139.00	2,139.00	334.88	794.42	1,344.58 37.14 %
030-00-51505	PW Superintendent	41,206.00	41,206.00	3,478.44	8,696.10	32,509.90 21.10 %
030-00-51600	WWTP Operator	1,123.00	1,123.00	99.87	238.82	884.18 21.27 %
030-00-51800	Maintenance Worker #1	26,526.00	26,526.00	2,268.02	5,670.05	20,855.95 21.38 %
030-00-51801	Water Treatment Plant Operator #2	36,674.00	36,674.00	3,373.90	8,068.04	28,605.96 22.00 %
030-00-51810	Maintenance Worker #2	17,574.00	17,574.00	1,569.90	3,762.64	13,811.36 21.41 %
030-00-51820	Maintenance Worker #3	5,488.00	5,488.00	756.61	1,809.29	3,678.71 32.97 %
030-00-52010	Social Security	15,447.00	15,447.00	1,360.06	3,344.70	12,102.30 21.65 %
030-00-52020	PERS Retirement	51,798.00	51,798.00	4,955.36	12,139.68	39,658.32 23.44 %
030-00-52030	Worker's Comp./Disability Ins.	10,030.00	10,030.00	372.60	1,595.92	8,434.08 15.91 %
030-00-52040	Health, Dental, Life Ins.	49,097.00	49,097.00	4,179.95	10,513.60	38,583.40 21.41 %
Program State Reporting: 01 - PERSONAL SERVICES Total:		333,268.00	333,268.00	29,343.94	73,066.22	260,201.78 21.92%
Program State Reporting: 02 - MATERIALS AND SERVICES						
030-00-61210	Office & Operating Supplies	1,500.00	1,500.00	0.00	57.86	1,442.14 3.86 %
030-00-61212	Water Purification Supplies	12,000.00	12,000.00	0.00	342.51	11,657.49 2.85 %
030-00-61220	Office Equip. Leases	1,100.00	1,100.00	0.00	308.84	791.16 28.08 %
030-00-61230	Software Maintenance	4,655.00	4,655.00	3,377.19	3,377.19	1,277.81 72.55 %
030-00-61260	Uniforms	600.00	600.00	0.00	0.00	600.00 0.00 %
030-00-61340	Fuel (Equip & Vehicles)	4,500.00	4,500.00	0.00	745.84	3,754.16 16.57 %
030-00-62100	Bank Charges	12,000.00	12,000.00	2,350.80	4,439.63	7,560.37 37.00 %
030-00-62110	Auditing & Accounting	7,500.00	7,500.00	0.00	3,313.64	4,186.36 44.18 %
030-00-62121	Engineering	100,000.00	100,000.00	3,833.00	21,084.51	78,915.49 21.08 %
030-00-62160	Contract Services	8,250.00	8,250.00	500.00	1,500.00	6,750.00 18.18 %
030-00-62210	Telephone	6,000.00	6,000.00	146.68	1,010.37	4,989.63 16.84 %
030-00-62220	Internet Access	2,000.00	2,000.00	220.20	671.34	1,328.66 33.57 %
030-00-62230	Postage	3,500.00	3,500.00	377.34	701.58	2,798.42 20.05 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
030-00-62343	Travel & Training / Meetings	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
030-00-62610	Insurance & Bonds	10,433.00	10,433.00	0.00	12,673.90	-2,240.90	121.48 %
030-00-62740	Electricity	35,000.00	35,000.00	145.79	5,590.75	29,409.25	15.97 %
030-00-62811	Repairs/Maint-WTP	50,000.00	50,000.00	0.00	12,865.52	37,134.48	25.73 %
030-00-62816	Repairs & Maintenance Pump St	60,000.00	60,000.00	0.00	219.05	59,780.95	0.37 %
030-00-62830	Repairs & Maint.-Water Lines	5,000.00	5,000.00	2,500.00	5,260.33	-260.33	105.21 %
030-00-62835	Small Tools & Minor Equipment	8,000.00	8,000.00	0.00	124.45	7,875.55	1.56 %
030-00-62840	Vehicles & Equipment Maint.	10,000.00	10,000.00	0.00	893.66	9,106.34	8.94 %
030-00-62841	Water Meter Replacement	48,240.00	48,240.00	0.00	0.00	48,240.00	0.00 %
030-00-62844	Meter Repairs	10,000.00	10,000.00	0.00	2,739.59	7,260.41	27.40 %
030-00-62845	Repairs/Maint.(Test Equipment)	1,500.00	1,500.00	82.26	82.26	1,417.74	5.48 %
030-00-62912	Dues & OR Statutes	1,000.00	1,000.00	0.00	414.90	585.10	41.49 %
030-00-62925	Permits	4,000.00	4,000.00	0.00	1,500.00	2,500.00	37.50 %
030-00-62936	Miscellaneous	150.00	150.00	0.00	0.00	150.00	0.00 %
030-00-62942	Reimbursements / Refunds	0.00	0.00	208.45	208.45	-208.45	0.00 %
030-00-62943	Reimbursements / Deposits	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
030-00-62980	Lab Equipment & Supplies	2,500.00	2,500.00	81.98	187.57	2,312.43	7.50 %
030-00-62990	Testing	6,000.00	6,000.00	0.00	2,280.00	3,720.00	38.00 %
030-00-62995	Bric Grant	0.00	0.00	39,719.50	56,127.05	-56,127.05	0.00 %
Program State Reporting: 02 - MATERIALS AND SERVICES Total:		421,428.00	421,428.00	53,543.19	138,720.79	282,707.21	32.92%
Program State Reporting: 03 - CAPITAL OUTLAY							
030-00-73033	Coast Guard Hill System	150,000.00	150,000.00	0.00	0.00	150,000.00	0.00 %
Program State Reporting: 03 - CAPITAL OUTLAY Total:		150,000.00	150,000.00	0.00	0.00	150,000.00	0.00%
Program State Reporting: 05 - TRANSFERS							
030-00-97031	Transfer to Water Capital Reserves	52,451.00	52,451.00	0.00	0.00	52,451.00	0.00 %
030-00-97045	Transfer to Equip. Replace. Fu	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
Program State Reporting: 05 - TRANSFERS Total:		62,451.00	62,451.00	0.00	0.00	62,451.00	0.00%
Program State Reporting: 06 - CONTINGENCIES							
030-00-98500	Contingency	58,606.00	58,606.00	0.00	0.00	58,606.00	0.00 %
Program State Reporting: 06 - CONTINGENCIES Total:		58,606.00	58,606.00	0.00	0.00	58,606.00	0.00%
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE							
030-00-99000	Unappropriated Reserves	27,446.00	27,446.00	0.00	0.00	27,446.00	0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...		27,446.00	27,446.00	0.00	0.00	27,446.00	0.00%
Department: 00 - NON-DEPARTMENTAL Total:		1,053,199.00	1,053,199.00	82,887.13	211,787.01	841,411.99	20.11%
Expense Total:		1,053,199.00	1,053,199.00	82,887.13	211,787.01	841,411.99	20.11%
Fund: 030 - WATER ENTERPRISE FUND Surplus (Deficit):		0.00	0.00	46,501.41	11,419.33	11,419.33	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 031 - WATER CAPITAL RESERVES						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
031-00-40100	Prior Year Fund Balance	151,468.00	151,468.00	152,036.27	152,036.27	568.27 100.38 %
031-00-42010	Interest on Investments	3,500.00	3,500.00	565.40	1,666.19	-1,833.81 47.61 %
031-00-46130	Transfer from Water Enterprise	52,451.00	52,451.00	0.00	0.00	-52,451.00 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY...		207,419.00	207,419.00	152,601.67	153,702.46	-53,716.54 74.10%
Department: 00 - NON-DEPARTMENTAL Total:		207,419.00	207,419.00	152,601.67	153,702.46	-53,716.54 74.10%
Revenue Total:		207,419.00	207,419.00	152,601.67	153,702.46	-53,716.54 74.10%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 05 - TRANSFERS						
031-00-91130	Transfer to Water Enterprise	150,000.00	150,000.00	0.00	0.00	150,000.00 0.00 %
Program State Reporting: 05 - TRANSFERS Total:		150,000.00	150,000.00	0.00	0.00	150,000.00 0.00%
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE						
031-00-98999	Reserved for Future Expenditures	57,419.00	57,419.00	0.00	0.00	57,419.00 0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...		57,419.00	57,419.00	0.00	0.00	57,419.00 0.00%
Department: 00 - NON-DEPARTMENTAL Total:		207,419.00	207,419.00	0.00	0.00	207,419.00 0.00%
Expense Total:		207,419.00	207,419.00	0.00	0.00	207,419.00 0.00%
Fund: 031 - WATER CAPITAL RESERVES Surplus (Deficit):		0.00	0.00	152,601.67	153,702.46	153,702.46 0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 035 - SEWER ENTERPRISE FUND						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
035-00-40100	Prior Year Fund Balance	484,024.00	484,024.00	348,181.60	348,181.60	-135,842.40 71.93 %
035-00-42010	Interest on Investments	8,000.00	8,000.00	914.59	2,530.74	-5,469.26 31.63 %
035-00-44115	Designated for Reserves	63,443.00	63,443.00	7,024.83	19,277.75	-44,165.25 30.39 %
035-00-44120	Sewer Usage	575,000.00	575,000.00	51,751.71	148,421.79	-426,578.21 25.81 %
035-00-44213	Sewer Connection Fees	8,029.00	8,029.00	0.00	772.00	-7,257.00 9.62 %
035-00-45500	Restricted Cash-Deposits	2,000.00	2,000.00	0.00	0.00	-2,000.00 0.00 %
035-00-46210	Miscellaneous Receipts	100.00	100.00	100.00	100.00	0.00 100.00 %
035-00-46236	Transfer from Sewer Capital Reserv...	150,000.00	150,000.00	0.00	0.00	-150,000.00 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY..		1,290,596.00	1,290,596.00	407,972.73	519,283.88	-771,312.12 40.24%
Department: 00 - NON-DEPARTMENTAL Total:		1,290,596.00	1,290,596.00	407,972.73	519,283.88	-771,312.12 40.24%
Revenue Total:		1,290,596.00	1,290,596.00	407,972.73	519,283.88	-771,312.12 40.24%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 01 - PERSONAL SERVICES						
035-00-51100	Overtime	3,000.00	3,000.00	0.00	0.00	3,000.00 0.00 %
035-00-51200	City Administrator	20,850.00	20,850.00	1,592.48	3,981.20	16,868.80 19.09 %
035-00-51300	Office Clerk	15,141.00	15,141.00	1,365.28	3,275.93	11,865.07 21.64 %
035-00-51350	Accounting Assistant	7,066.00	7,066.00	714.01	1,823.11	5,242.89 25.80 %
035-00-51400	Accountant/Assistant to Admin	2,289.00	2,289.00	334.88	794.41	1,494.59 34.71 %
035-00-51505	PW Superintendent	10,108.00	10,108.00	853.20	2,133.00	7,975.00 21.10 %
035-00-51600	WWTP Operator	53,339.00	53,339.00	4,744.08	11,344.54	41,994.46 21.27 %
035-00-51800	Maintenance Worker #1	3,858.00	3,858.00	329.90	824.75	3,033.25 21.38 %
035-00-51801	Water Treatment Plant Operator #2	6,206.00	6,206.00	570.95	1,365.33	4,840.67 22.00 %
035-00-51810	Maintenance Worker #2	8,787.00	8,787.00	784.95	2,244.06	6,542.94 25.54 %
035-00-51820	Maintenance Worker #3	717.00	717.00	756.61	1,446.54	-729.54 201.75 %
035-00-52010	Social Security	9,576.00	9,576.00	878.52	2,129.02	7,446.98 22.23 %
035-00-52020	PERS Retirement	33,281.00	33,281.00	3,206.06	7,721.60	25,559.40 23.20 %
035-00-52030	Worker's Comp./Disability Ins.	47.00	47.00	193.54	825.86	-778.86 1,757.15 %
035-00-52040	Health, Dental, Life Ins.	48,142.00	48,142.00	2,907.86	7,240.02	40,901.98 15.04 %
Program State Reporting: 01 - PERSONAL SERVICES Total:		222,407.00	222,407.00	19,232.32	47,149.37	175,257.63 21.20%
Program State Reporting: 02 - MATERIALS AND SERVICES						
035-00-61210	Office & Operating Supplies	3,000.00	3,000.00	64.23	74.69	2,925.31 2.49 %
035-00-61220	Office Equip. Leases	1,200.00	1,200.00	0.00	308.83	891.17 25.74 %
035-00-61230	Software Maintenance	4,623.00	4,623.00	3,377.19	3,377.19	1,245.81 73.05 %
035-00-61260	Uniforms	500.00	500.00	0.00	0.00	500.00 0.00 %
035-00-61340	Fuel (Equip & Vehicles)	4,000.00	4,000.00	0.00	657.64	3,342.36 16.44 %
035-00-62100	Bank Charges	12,000.00	12,000.00	2,350.82	4,439.66	7,560.34 37.00 %
035-00-62110	Auditing & Accounting	4,800.00	4,800.00	0.00	2,317.43	2,482.57 48.28 %
035-00-62121	Engineering	1,000.00	1,000.00	0.00	3,607.00	-2,607.00 360.70 %
035-00-62160	Contract Services	12,000.00	12,000.00	0.00	800.00	11,200.00 6.67 %
035-00-62210	Telephone	4,500.00	4,500.00	198.26	807.64	3,692.36 17.95 %
035-00-62220	Internet Access	1,000.00	1,000.00	139.98	209.97	790.03 21.00 %
035-00-62230	Postage	3,500.00	3,500.00	377.33	701.57	2,798.43 20.04 %
035-00-62343	Travel & Training / Meetings	2,000.00	2,000.00	0.00	751.53	1,248.47 37.58 %
035-00-62610	Insurance & Bonds	7,592.00	7,592.00	0.00	11,153.03	-3,561.03 146.91 %
035-00-62740	Electricity	35,000.00	35,000.00	228.40	5,044.86	29,955.14 14.41 %
035-00-62816	Repairs & Maint-Pump Station	17,000.00	17,000.00	0.00	0.00	17,000.00 0.00 %
035-00-62818	Repairs & Maint. - Sewer Lines	5,000.00	5,000.00	0.00	0.00	5,000.00 0.00 %
035-00-62821	Repairs & Maint-STP	35,000.00	35,000.00	146.49	604.41	34,395.59 1.73 %
035-00-62835	Small Tools & Minor Equipment	16,500.00	16,500.00	0.00	43.48	16,456.52 0.26 %
035-00-62840	Vehicles & Equipment Maint.	5,000.00	5,000.00	0.00	0.00	5,000.00 0.00 %
035-00-62845	Repairs/Maint.(Test Equipment)	1,000.00	1,000.00	0.00	0.00	1,000.00 0.00 %
035-00-62912	Dues & OR Statutes	500.00	500.00	0.00	0.00	500.00 0.00 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
035-00-62925	Permits	4,000.00	4,000.00	0.00	3,687.00	313.00	92.18 %
035-00-62936	Miscellaneous	100.00	100.00	0.00	0.00	100.00	0.00 %
035-00-62943	Reimbursements / Deposits	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
035-00-62980	Lab Equipment & Supplies	10,000.00	10,000.00	0.00	326.90	9,673.10	3.27 %
035-00-62990	Testing	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
035-00-63201	Operating Loan - Water Enterprise	150,000.00	150,000.00	0.00	0.00	150,000.00	0.00 %
Program State Reporting: 02 - MATERIALS AND SERVICES Total:		344,815.00	344,815.00	6,882.70	38,912.83	305,902.17	11.29%
Program State Reporting: 03 - CAPITAL OUTLAY							
035-00-74070	Equipment-Sewer System	125,000.00	125,000.00	6,355.00	6,355.00	118,645.00	5.08 %
Program State Reporting: 03 - CAPITAL OUTLAY Total:		125,000.00	125,000.00	6,355.00	6,355.00	118,645.00	5.08%
Program State Reporting: 04 - DEBT SERVICE							
035-00-81210	Bond Principal	28,864.00	28,864.00	0.00	0.00	28,864.00	0.00 %
035-00-81222	Rev. Bond III Principal	53,341.00	53,341.00	0.00	0.00	53,341.00	0.00 %
035-00-82210	Bond Interest	20,052.00	20,052.00	0.00	0.00	20,052.00	0.00 %
035-00-82222	Rev. Bond III Interest	79,911.00	79,911.00	0.00	0.00	79,911.00	0.00 %
Program State Reporting: 04 - DEBT SERVICE Total:		182,168.00	182,168.00	0.00	0.00	182,168.00	0.00%
Program State Reporting: 05 - TRANSFERS							
035-00-97036	Transfer to Sewer Capital Reserves	58,837.00	58,837.00	0.00	0.00	58,837.00	0.00 %
035-00-97045	Transfer to Equip Replace Fund	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
Program State Reporting: 05 - TRANSFERS Total:		68,837.00	68,837.00	0.00	0.00	68,837.00	0.00%
Program State Reporting: 06 - CONTINGENCIES							
035-00-98500	Contingency	104,020.00	104,020.00	0.00	0.00	104,020.00	0.00 %
035-00-98600	Bond Reserve - USDA 1996	48,916.00	48,916.00	0.00	0.00	48,916.00	0.00 %
035-00-98700	Bond Reserve-Revenue Bonds 04	133,252.00	133,252.00	0.00	0.00	133,252.00	0.00 %
Program State Reporting: 06 - CONTINGENCIES Total:		286,188.00	286,188.00	0.00	0.00	286,188.00	0.00%
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE							
035-00-99000	Unappropriated Reserves	61,181.00	61,181.00	0.00	0.00	61,181.00	0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...		61,181.00	61,181.00	0.00	0.00	61,181.00	0.00%
Department: 00 - NON-DEPARTMENTAL Total:		1,290,596.00	1,290,596.00	32,470.02	92,417.20	1,198,178.80	7.16%
Expense Total:		1,290,596.00	1,290,596.00	32,470.02	92,417.20	1,198,178.80	7.16%
Fund: 035 - SEWER ENTERPRISE FUND Surplus (Deficit):		0.00	0.00	375,502.71	426,866.68	426,866.68	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 036 - SEWER CAPITAL RESERVES						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
036-00-40100	Prior Year Fund Balance	334,884.00	334,884.00	336,236.67	336,236.67	1,352.67 100.40 %
036-00-42010	Interest on Investments	7,000.00	7,000.00	1,250.42	3,684.88	-3,315.12 52.64 %
036-00-46135	Transfer from Sewer Enterprise	58,837.00	58,837.00	0.00	0.00	-58,837.00 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY..		400,721.00	400,721.00	337,487.09	339,921.55	-60,799.45 84.83%
Department: 00 - NON-DEPARTMENTAL Total:		400,721.00	400,721.00	337,487.09	339,921.55	-60,799.45 84.83%
Revenue Total:		400,721.00	400,721.00	337,487.09	339,921.55	-60,799.45 84.83%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 05 - TRANSFERS						
036-00-91135	Transfer to Sewer Enterprise	150,000.00	150,000.00	0.00	0.00	150,000.00 0.00 %
Program State Reporting: 05 - TRANSFERS Total:		150,000.00	150,000.00	0.00	0.00	150,000.00 0.00%
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE						
036-00-98999	Reserved for Future Expenditures	250,721.00	250,721.00	0.00	0.00	250,721.00 0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...		250,721.00	250,721.00	0.00	0.00	250,721.00 0.00%
Department: 00 - NON-DEPARTMENTAL Total:		400,721.00	400,721.00	0.00	0.00	400,721.00 0.00%
Expense Total:		400,721.00	400,721.00	0.00	0.00	400,721.00 0.00%
Fund: 036 - SEWER CAPITAL RESERVES Surplus (Deficit):		0.00	0.00	337,487.09	339,921.55	339,921.55 0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 040 - STREET FUND						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
040-00-40100	Prior Year Fund Balance	64,748.00	64,748.00	49,545.94	49,545.94	-15,202.06 76.52 %
040-00-41230	State Highway Tax	92,571.00	92,571.00	7,951.75	21,688.47	-70,882.53 23.43 %
040-00-42010	Interest on Investments	2,500.00	2,500.00	194.77	627.49	-1,872.51 25.10 %
040-00-46110	Transfer from General Fund	25,000.00	25,000.00	0.00	0.00	-25,000.00 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY..		184,819.00	184,819.00	57,692.46	71,861.90	-112,957.10 38.88%
Department: 00 - NON-DEPARTMENTAL Total:		184,819.00	184,819.00	57,692.46	71,861.90	-112,957.10 38.88%
Revenue Total:		184,819.00	184,819.00	57,692.46	71,861.90	-112,957.10 38.88%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 01 - PERSONAL SERVICES						
040-00-51505	PW Superintendent	15,550.00	15,550.00	1,312.62	3,281.55	12,268.45 21.10 %
040-00-51800	Maintenance Worker #1	12,539.00	12,539.00	1,072.15	2,680.38	9,858.62 21.38 %
040-00-51801	Water Treatment Plant Operator #2	10,720.00	10,720.00	986.26	2,358.41	8,361.59 22.00 %
040-00-51810	Maintenance Worker #2	10,984.00	10,984.00	981.16	2,351.62	8,632.38 21.41 %
040-00-51820	Maintenance Worker #3	10,439.00	10,439.00	945.75	2,261.55	8,177.45 21.66 %
040-00-52010	Social Security	4,411.00	4,411.00	388.64	947.91	3,463.09 21.49 %
040-00-52020	PERS Retirement	13,386.00	13,386.00	1,439.93	3,515.14	9,870.86 26.26 %
040-00-52030	Worker's Comp./Disability Ins.	21.00	21.00	111.99	479.95	-458.95 2,285.48 %
040-00-52040	Health, Dental, Life Ins.	17,031.00	17,031.00	1,434.96	3,554.51	13,476.49 20.87 %
040-00-53040	Charge to Streets	17,785.00	17,785.00	0.00	0.00	17,785.00 0.00 %
Program State Reporting: 01 - PERSONAL SERVICES Total:		112,866.00	112,866.00	8,673.46	21,431.02	91,434.98 18.99%
Program State Reporting: 02 - MATERIALS AND SERVICES						
040-00-61210	Office & Operating Supplies	250.00	250.00	0.00	0.00	250.00 0.00 %
040-00-61260	Uniforms	500.00	500.00	0.00	0.00	500.00 0.00 %
040-00-61340	Fuel (Equip & Vehicles)	3,500.00	3,500.00	0.00	626.53	2,873.47 17.90 %
040-00-62610	Insurance & Bonds	5,435.00	5,435.00	0.00	7,676.76	-2,241.76 141.25 %
040-00-62740	Electricity	1,500.00	1,500.00	107.76	326.71	1,173.29 21.78 %
040-00-62820	Repairs/Maintenance-Shop Yard	1,000.00	1,000.00	175.00	317.00	683.00 31.70 %
040-00-62835	Small Tools & Minor Equipment	1,000.00	1,000.00	96.98	126.97	873.03 12.70 %
040-00-62840	Vehicles & Equipment Maint.	2,500.00	2,500.00	0.00	0.00	2,500.00 0.00 %
040-00-62851	R & M - Streets	6,500.00	6,500.00	1,763.69	1,920.06	4,579.94 29.54 %
Program State Reporting: 02 - MATERIALS AND SERVICES Total:		22,185.00	22,185.00	2,143.43	10,994.03	11,190.97 49.56%
Program State Reporting: 06 - CONTINGENCIES						
040-00-98500	Contingency	37,767.00	37,767.00	0.00	0.00	37,767.00 0.00 %
Program State Reporting: 06 - CONTINGENCIES Total:		37,767.00	37,767.00	0.00	0.00	37,767.00 0.00%
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE						
040-00-99000	Unappropriated Reserves	12,001.00	12,001.00	0.00	0.00	12,001.00 0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...		12,001.00	12,001.00	0.00	0.00	12,001.00 0.00%
Department: 00 - NON-DEPARTMENTAL Total:		184,819.00	184,819.00	10,816.89	32,425.05	152,393.95 17.54%
Expense Total:		184,819.00	184,819.00	10,816.89	32,425.05	152,393.95 17.54%
Fund: 040 - STREET FUND Surplus (Deficit):		0.00	0.00	46,875.57	39,436.85	39,436.85 0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 042 - STREETS CAPITAL IMPROVEMENT						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
042-00-40100	Prior Year Fund Balance	47,268.00	47,268.00	47,579.49	47,579.49	311.49 100.66 %
042-00-42010	Interest on Investments	1,000.00	1,000.00	176.94	521.43	-478.57 52.14 %
042-00-46110	Transfer from General Fund	16,340.00	16,340.00	0.00	0.00	-16,340.00 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY..		64,608.00	64,608.00	47,756.43	48,100.92	-16,507.08 74.45%
Department: 00 - NON-DEPARTMENTAL Total:		64,608.00	64,608.00	47,756.43	48,100.92	-16,507.08 74.45%
Revenue Total:		64,608.00	64,608.00	47,756.43	48,100.92	-16,507.08 74.45%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE						
042-00-98999	Reserved for Future Expenditures	64,608.00	64,608.00	0.00	0.00	64,608.00 0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...		64,608.00	64,608.00	0.00	0.00	64,608.00 0.00%
Department: 00 - NON-DEPARTMENTAL Total:		64,608.00	64,608.00	0.00	0.00	64,608.00 0.00%
Expense Total:		64,608.00	64,608.00	0.00	0.00	64,608.00 0.00%
Fund: 042 - STREETS CAPITAL IMPROVEMENT Surplus (Deficit):		0.00	0.00	47,756.43	48,100.92	48,100.92 0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 045 - EQUIPMENT REPLACEMENT FUND						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
045-00-40100	Prior Year Fund Balance	95,638.00	95,638.00	84,116.76	84,116.76	-11,521.24 87.95 %
045-00-42010	Interest on Investments	2,500.00	2,500.00	312.71	892.60	-1,607.40 35.70 %
045-00-46030	Transfer from Water Enterprise	10,000.00	10,000.00	0.00	0.00	-10,000.00 0.00 %
045-00-46035	Transfer from Sewer Enterprise	10,000.00	10,000.00	0.00	0.00	-10,000.00 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY..		118,138.00	118,138.00	84,429.47	85,009.36	-33,128.64 71.96%
Department: 00 - NON-DEPARTMENTAL Total:		118,138.00	118,138.00	84,429.47	85,009.36	-33,128.64 71.96%
Revenue Total:		118,138.00	118,138.00	84,429.47	85,009.36	-33,128.64 71.96%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 03 - CAPITAL OUTLAY						
045-00-74020	Service Vehicle	40,000.00	40,000.00	0.00	0.00	40,000.00 0.00 %
Program State Reporting: 03 - CAPITAL OUTLAY Total:		40,000.00	40,000.00	0.00	0.00	40,000.00 0.00%
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE						
045-00-98999	Reserved for Future Expenditures	78,138.00	78,138.00	0.00	0.00	78,138.00 0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...		78,138.00	78,138.00	0.00	0.00	78,138.00 0.00%
Department: 00 - NON-DEPARTMENTAL Total:		118,138.00	118,138.00	0.00	0.00	118,138.00 0.00%
Expense Total:		118,138.00	118,138.00	0.00	0.00	118,138.00 0.00%
Fund: 045 - EQUIPMENT REPLACEMENT FUND Surplus (Deficit):		0.00	0.00	84,429.47	85,009.36	85,009.36 0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 061 - WATER SYSTEM DEVELOPMENT						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
061-00-40100 Prior Year Fund Balance	549,059.00	549,059.00	550,830.89	550,830.89	1,771.89	100.32 %
061-00-42010 Interest on Investments	15,000.00	15,000.00	2,048.47	6,036.66	-8,963.34	40.24 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY..	564,059.00	564,059.00	552,879.36	556,867.55	-7,191.45	98.73%
Department: 00 - NON-DEPARTMENTAL Total:	564,059.00	564,059.00	552,879.36	556,867.55	-7,191.45	98.73%
Revenue Total:	564,059.00	564,059.00	552,879.36	556,867.55	-7,191.45	98.73%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE						
061-00-98999 Reserved for Future Expenditures	564,059.00	564,059.00	0.00	0.00	564,059.00	0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...	564,059.00	564,059.00	0.00	0.00	564,059.00	0.00%
Department: 00 - NON-DEPARTMENTAL Total:	564,059.00	564,059.00	0.00	0.00	564,059.00	0.00%
Expense Total:	564,059.00	564,059.00	0.00	0.00	564,059.00	0.00%
Fund: 061 - WATER SYSTEM DEVELOPMENT Surplus (Deficit):	0.00	0.00	552,879.36	556,867.55	556,867.55	0.00%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 062 - SEWER SYSTEM DEVELOPMENT						
Revenue						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY TAXES						
062-00-40100	Prior Year Fund Balance	379,704.00	379,704.00	380,967.58	380,967.58	1,263.58 100.33 %
062-00-42010	Interest on Investments	11,000.00	11,000.00	1,435.58	4,230.53	-6,769.47 38.46 %
062-00-44351	SDC Reimbursement Fees	0.00	0.00	0.00	4,590.00	4,590.00 0.00 %
062-00-44361	SDC Improvement Fees	0.00	0.00	0.00	470.00	470.00 0.00 %
Program State Reporting: 90 - TOTAL RESOURCES EXCEPT PROPERTY..		390,704.00	390,704.00	382,403.16	390,258.11	-445.89 99.89%
Department: 00 - NON-DEPARTMENTAL Total:		390,704.00	390,704.00	382,403.16	390,258.11	-445.89 99.89%
Revenue Total:		390,704.00	390,704.00	382,403.16	390,258.11	-445.89 99.89%
Expense						
Department: 00 - NON-DEPARTMENTAL						
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR FUTURE EXPENDITURE						
062-00-98999	Reserved for Future Expenditures	390,704.00	390,704.00	0.00	0.00	390,704.00 0.00 %
Program State Reporting: 08 - UNAPPROPRIATED/RESERVED FOR F...		390,704.00	390,704.00	0.00	0.00	390,704.00 0.00%
Department: 00 - NON-DEPARTMENTAL Total:		390,704.00	390,704.00	0.00	0.00	390,704.00 0.00%
Expense Total:		390,704.00	390,704.00	0.00	0.00	390,704.00 0.00%
Fund: 062 - SEWER SYSTEM DEVELOPMENT Surplus (Deficit):		0.00	0.00	382,403.16	390,258.11	390,258.11 0.00%
Report Surplus (Deficit):		-3,551.00	-3,551.00	2,380,632.02	2,329,163.79	2,332,714.79-65,591.77%

Bank Transaction Report

City of Port Orford

Transaction Detail

Issued Date Range: 09/01/2023 - 09/30/2023

Issued Date	Number	Description	Amount
Bank Draft			
09/05/2023	DFT0007101	AsiFlex	\$ 75.00
09/05/2023	DFT0007102	VOYA - Oregon Savings Growth Plan	\$ 232.61
09/05/2023	DFT0007103	PERS	\$ 427.22
09/05/2023	DFT0007104	PERS	\$ 615.01
09/05/2023	DFT0007105	PERS	\$ 1,634.64
09/05/2023	DFT0007106	PERS	\$ 1,873.35
09/05/2023	DFT0007107	PERS	\$ 977.82
09/05/2023	DFT0007108	PERS	\$ 4,144.97
09/05/2023	DFT0007109	Oregon Dept of Revenue	\$ 224.98
09/05/2023	DFT0007110	Oregon Dept of Revenue	\$ 37.49
09/05/2023	DFT0007111	Oregon Dept of Revenue	\$ 26.06
09/05/2023	DFT0007112	Rogue Credit Union	\$ 1,094.12
09/05/2023	DFT0007113	Oregon Dept of Revenue	\$ 2,572.29
09/05/2023	DFT0007114	Rogue Credit Union	\$ 3,045.61
09/05/2023	DFT0007115	Rogue Credit Union	\$ 4,678.30
09/14/2023	DFT0007116	Allstream	\$ 130.21
09/19/2023	DFT0007132	Quadient Finance USA, Inc.	\$ 1,050.15
09/20/2023	DFT0007117	AsiFlex	\$ 75.00
09/20/2023	DFT0007118	VOYA - Oregon Savings Growth Plan	\$ 232.61
09/20/2023	DFT0007119	PERS	\$ 427.22
09/20/2023	DFT0007120	PERS	\$ 638.84
09/20/2023	DFT0007121	PERS	\$ 1,579.51
09/20/2023	DFT0007122	PERS	\$ 1,832.53
09/20/2023	DFT0007123	PERS	\$ 910.95
09/20/2023	DFT0007124	PERS	\$ 4,055.72
09/20/2023	DFT0007125	Oregon Dept of Revenue	\$ 208.75
09/20/2023	DFT0007126	Oregon Dept of Revenue	\$ 34.79
09/20/2023	DFT0007127	Oregon Dept of Revenue	\$ 20.60
09/20/2023	DFT0007128	Rogue Credit Union	\$ 1,015.66
09/20/2023	DFT0007129	Oregon Dept of Revenue	\$ 2,384.43
09/20/2023	DFT0007130	Rogue Credit Union	\$ 2,649.18
09/20/2023	DFT0007131	Rogue Credit Union	\$ 4,342.90
		Total Drafts	\$ 43,248.52

Issued Date	Number	Description	Amount
Check			
09/05/2023	17862	CIS-Health Insurance	\$ 5,363.53
09/05/2023	17863	Void Check	\$ -
09/05/2023	17864	Void Check	\$ -
09/05/2023	17865	Void Check	\$ -
09/05/2023	17866	Void Check	\$ -
09/05/2023	17867	Teamsters 206 Employers Trust	\$ 3,991.92
09/05/2023	17868	Teamsters Local U. #206	\$ 195.50
09/14/2023	17869	7 Mile Contracting, LLC	\$ 2,500.00
09/14/2023	17870	Amazon Capital Services, Inc.	\$ 473.66
09/14/2023	17871	AT&T Mobility	\$ 642.12
09/14/2023	17872	C & K Market	\$ 195.24
09/14/2023	17873	Carson Oil Company	\$ 893.90
09/14/2023	17874	Charter Communications	\$ 668.21
09/14/2023	17875	Comp-U-Talk, Inc.	\$ 1,265.50
09/14/2023	17876	Coos-Curry Supply, Inc.	\$ 573.01
09/14/2023	17877	Void Check	\$ -
09/14/2023	17878	Curry Transfer & Recycling, INC.	\$ 175.00
09/14/2023	17879	GRAINGER	\$ 1,763.69
09/14/2023	17880	KDP Certified Public Accountants, LLP	\$ 1,850.00
09/14/2023	17881	ODOT Fuel Sales	\$ 2,076.30
09/14/2023	17882	ODP Business Solutions, LLC	\$ 218.66
09/14/2023	17883	One Call Concepts, Inc.	\$ 16.80
09/14/2023	17884	Pacific Office Automation	\$ 43.35
09/14/2023	17885	Robert J. Dillard	\$ 400.00
09/14/2023	17886	Ron's Oil Company	\$ 45.64
09/14/2023	17887	Saif Corporation	\$ 1,316.10
09/14/2023	17888	Shoji Planning, LLC	\$ 4,927.77
09/14/2023	17889	TransUnion Risk and Alternative Data Solutions, Inc.	\$ 75.00
09/14/2023	17890	Tyler Technologies	\$ 1,250.00
09/14/2023	17891	Vend West Services	\$ 29.85
09/14/2023	17892	Ziplay Fiber	\$ 106.69
09/19/2023	17893	Joel Purkey	\$ 208.45
09/19/2023	17894	Johnson, David	\$ 808.86
09/20/2023	17895	CIS-Health Insurance	\$ 5,345.50
09/20/2023	17896	Void Check	\$ -
09/20/2023	17897	Void Check	\$ -
09/20/2023	17898	Void Check	\$ -
09/20/2023	17899	Void Check	\$ -
09/20/2023	17900	Teamsters 206 Employers Trust	\$ 3,991.92
09/20/2023	17901	Teamsters Local U. #206	\$ 195.50
09/27/2023	17902	Civil West Engineering Services, Inc.	\$ 49,907.50
09/27/2023	17903	Coos-Curry Electric Co-op	\$ 874.84
09/27/2023	17904	Void Check	\$ -
09/27/2023	17905	Curry County Treasurer	\$ 448.80
09/27/2023	17906	Harsha Saroa	\$ 165.00
09/27/2023	17907	Lexipol LLC	\$ 2,055.88
09/27/2023	17908	Oregon Dept of Revenue CFA	\$ 1,650.00

Issued Date	Number	Description	Amount
09/27/2023	17909	Quality Code Publishing	\$ 1,075.00
09/27/2023	17910	Tyler Technologies	\$ 16,378.24
09/29/2023	17911	Kudlac Law	\$ 1,200.00
Total Checks			\$ 115,362.93
EFT			
09/01/2023	155	Gary Milliman	\$ 300.00
09/01/2023	156	Scotti McLain	\$ 2,450.00
09/01/2023	157	Terrusa, David R	\$ 500.00
09/05/2023	EFT0000196	Payroll EFT	\$ 28,472.12
09/20/2023	EFT0000197	Payroll EFT	\$ 26,580.00
Total EFT			\$ 58,302.12

Watershed Liaison Report, Oct. 2023
Submitted by Councilor Ann Vileisis

Along with Administrator Huttli, I've continued to bird-dog the final steps in our effort to purchase the Wilson/TCF land in our watershed, which has been hindered by some bureaucratic details beyond our control. We recently met with DEQ and *hopefully* we've managed to find a good path through the jam.

I've been working with Curry Soil and Water Conservation District and Administrator Huttli to develop an Intergovernmental Agreement (IGA) that will enable Erin Minster to keep doing her terrific work of helping to manage gorse in our drinking water source area (watershed) and in our community. This has been in progress for several months but we finalized a workable draft that will be on the 10/19 agenda for your consideration.

Some great news is that Port Orford recently received a grant (that we applied for) for technical assistance to help us find and apply for additional watershed grants for projects that serve the dual goals of improving water quality and fish habitat (such as removing the failing culvert up in our watershed and dredging our reservoir). Along with Administrator Huttli, we met with staff from CCD and COLT who will be helping us. I can provide an update at the meeting.

I will join City Staff and watershed council chair Linda Tarr on Oct. 19 in taking Driftwood students on a field trip up to our watershed and reservoir. This is one of several field trips that give our kids a chance to get to know and understand our city's water infrastructure. I can provide an update at the meeting.

The Port Orford Watershed Council met the first week of October. They remain frustrated that there is no plan to repair the Wetland Walkway. They recommend a sign on the highway that says CLOSED FOR REPAIRS until the facility can be fixed. They have an idea for how to do this (with a sticker) and have volunteered to help.

I urged them to attend the Parks Commission meeting to collaborate with Parks on how to get the wetland walkway project into the queue for repairs since the wetland walkway is included as a facility in the Parks Master Plan. They did attend the Parks Commission meeting. This is an ongoing discussion.

The Port Orford Watershed Council continues to work on the project of clarifying its organizational status. At this point, their goal is to be an organization of volunteers that helps and serves the city but not as an official a "commission of the city," which requires extra city staff capacity. They will be reworking their bylaws and mission statement and will aim to keep clarifying how best to work with the city and the Curry Watersheds Partnership as volunteers to continue their important work of helping to protect our drinking water source areas through managing gorse and other projects..



City of Port Orford

TO: Mayor and City Council

FROM: John Hutt, City Administrator

DATE: October 19, 2023

SUBJECT: Amendment to Curtailment Ordinance Allowing Wells

Summary

The City Council has twice before considered allowing private wells in the City of Port Orford for domestic drinking water supply. The most recent discussion was at a workshop of September 2023. Then on October 10, 2023, the City Council directed staff to bring back an ordinance that limited the allowance of domestic drinking water wells to during the time of curtailment, with other provisions.

Background

The City's Municipal Code regarding land development requires

All lots created through partitioning and subdivisions shall have adequate public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to prevent or minimize flood damage to the extent practicable to standards set forth in the City of Port Orford Design Standards approved by the City Council.

Port Orford Municipal Code Section 16.04.120 G.

However, the City has adopted a water curtailment ordinance 2022-04 which states:

No new, additional, further expanded or increased-in-size water services connections, meters, service lines, pipeline extensions, mains, or other water service facilities or any kind shall be allowed, approved or installed during a Second, Third, or Fourth Level of Concern.

This has been interpreted to preclude new water connections in the City limits. Nevertheless, no moratorium on new construction has been adopted, and therefore an alternative to City-supplied domestic water is needed.

The City has applied an un-official policy of allowing domestic water wells to service new development. There are few if any regulations on that policy. The City desires to regulate wells with city limits during the time of the curtailment.

Attached is staff's understanding of the amendment to the Curtailment Ordinance that would allow wells, under certain conditions. There is a question whether the sun-setting of the allowance for wells is tied to a time such as 24 months, or rather to the transfer of the dwelling. Staff felt that it was tied to the transfer of the dwelling, and if the dwelling remained in the same ownership, that owner could use the well. The ordinance provided has that language.

Recommendation

Adopt the Ordinance, with amendments as determined in best interest of the Council.

Respectfully,

/s/

John Huttl
City Administrator

ORDINANCE 2023 – 25
AMENDING CITY ORDINANCE 2022-04
REGARDING WATER CURTAILMENT
AUTHORIZING WELLS ON PRIVATE PROPERTY IN CITY LIMITS
PROVIDING FOR SUNSETTING THEREOF
CODIFIED ORDINANCES CHAPTER 13.05

WHEREAS, the Common Council for the City of Port Orford (City/Council) has enacted Port Orford Municipal Code (POMC) Chapter 15, known as the City of Port Orford Water Curtailment Code, and,

WHEREAS Section 13.050.100 of said Chapter sets forth standards for new water services, and,

WHEREAS, it IS THE DESIRE OF THE City Council to provide for an alternative method of providing potable drinking water to support new development during the period of said curtailment, and,

WHEREAS, it is the intent of the City Council to provide for said alternative on a temporary basis until the water curtailment emergency is resolved;

NOW THEREFORE, be it ORDAINED by the Common Council for the City of Port Orford, amendments to Ordinance 2022-04 Code Chapter 13.05 is amended as attached on Exhibit A adopted and incorporated hereto

FIRST READING _____ / _____ / _____
SECOND READING _____ / _____ / _____

Dated this 19th day of October, 2023

Pat Cox, Mayor, City of Port Orford

Attest: Joseph Harrison, Recorder pro Tem

13.05.041 Allowance of Private Wells During Period of Curtailment

Purpose and Application. The purpose of this Ordinance is to allow development within the City during the period while Ordinance 2022-04 regarding Water Curtailment is in effect.

This Ordinance does not apply to wells existing, applied-for, or under contract at the time of adoption of this ordinance.

1. The Planning and Building staff of the City and County are authorized to accept an on-site well that meets all of the standards for a domestic well sufficient to support the proposed use as a permitted method of providing potable water to said development site, and to make note of such alternative water source on the plat map, planning clearance form, building permit or other such development review and entitlement document.
2. Water System Development Charges shall be payable prior to the well permit being issued.
3. Any such well may be used for drinking water supply up to such time as the property is sold, at which time the said development site must be connected to the City's municipal water system, with all relevant fees payable at that time.
3. All well water usage shall be metered. Only water meters approved by the City's Public Works Superintendent shall be installed and used for this purpose. The purpose of said meter is to collect data pertaining to water use that is utilized in determining domestic sewer use fees. The meter location shall be approved by the City's Public Works Superintendent or designee.
4. Said well may remain in use on the condition that the owner install, maintain and have inspected regularly a back flow prevention device.

RESOLUTION 2023 – 26
RESOLUTION ADOPTING AN AGREEMENT WITH THE CURRY SOIL AND WATER
CONSERVATION DISTRICT
FOR WEED ABATEMENT IN WATERSHED AND OTHER CITY PROPERTY

WHEREAS, the Common Council for the City of Port Orford (City/Council) owns property that protects the City’s watershed, as well as rights of way and other parcels in and around the City limits of Port Orford; and

WHEREAS, noxious and invasive weeds created a hazard to the health of our watershed by among other things creating a fire hazard and obstructing flows of waters; and

WHEREAS, the Soil and Water Conservation District is willing and able to abate said noxious and invasive weeds on and around such city properties on the terms and conditions set forth in the agreement accompanying this resolution; and

WHEREAS, the Common Council has determined that it is in the public interest to control noxious and invasive weeds on such properties for such purpose by and through the agreement with the Soil and Water Conservation District and otherwise;

NOW THEREFORE, the Common Council for the City of Port Orford RESOLVES
The agreement with the Curry Soil and Water Conservation District is approved.

Dated this 19th day of October, 2023

Pat Cox, Mayor, City of Port Orford

Attest: Joseph Harrison, Recorder

Intergovernmental Agreement

Between

City of Port Orford “City”
555 W. 20th St.
PO Box 310
Port Orford, OR 97465
PH 541-332-3681

and

Curry Soil and Water Conservation District “Curry SWCD”
PO Box 666
29692 Ellensburg Ave.
Gold Beach, Oregon 444
PH 541-247-2755

This Intergovernmental Agreement (hereinafter “Agreement”) is made and entered into by and between the Curry Soil and Water Conservation District (hereafter “Curry SWCD”) and City of Port Orford (hereafter “City”)

Authorities

Under Oregon Revised Statutes (ORS) 568.550, ORS 568.552, and ORS 190.010, the Curry SWCD and City have the authority to enter into written agreements with, and within the limits of appropriations duly made available to them by law, to furnish financial or other aid to any agency, governmental or otherwise, or any owner or occupier, or both of them, of lands within their respective districts.

Under Oregon Revised Statutes (ORS) 569.360 and Curry County IGA #3220, Curry SWCD has the authority to serve as the Weed Control Advisory Board for Curry County and to administer activities under the County Weed Control District and apply for related grants.

Purpose

City and Curry SWCD have a shared interest in funding and implementing noxious weed control within their respective jurisdictions. The purpose of this Agreement is to facilitate implementation of stewardship tasks identified within the Port Orford drinking water source area as identified in the *Wildfire Hazard Reduction Plan for Port Orford’s Drinking Water Source Area: Gorse Infestation Management (2023)* and the *Hubbard Creek (North Fork) Watershed Forest Stewardship Plan (2022)*. This Agreement may also be used to facilitate wildfire risk reduction activities and management of noxious weeds on City owned lands and public right of ways within the City limits of Port Orford. This Agreement establishes a structure for City to distribute funds to Curry SWCD to provide the services set for in **Exhibit A** of this Agreement, and defines the responsibilities of both parties.

Execution of This Document

Execution of this document by authorized officers constitutes the entire Agreement between Curry SWCD and City. This Agreement includes the following documents:

- Agreement less all exhibits
- **Exhibit A: Statement of Work**

- **Exhibit B: Payment Terms**
- **Exhibit C: Reporting Requirements**
- **Exhibit D: Funding source(s) for agreement**

Effective Date, Amendments, and Duration

This Agreement shall be effective as of June 1, 2023 and terminate on December 31, 2028. Amendments to this Agreement may be executed in writing by mutual agreement of the Curry SWCD and CITY. This contract may only be amended or terminated in writing by both parties.

Grant Terms

The Parties acknowledge that this Agreement is, wholly or in part, subject to the availability of grant funding (“Grant”), which may cease to become available at any time. Expiration, exhaustion, or termination of such grant funding may be grounds for termination of this Agreement pursuant to the Termination clause below, and shall not be a condition of default. In the event of a conflict between the terms of the applicable Grant and the terms of this Agreement, the terms of the Grant shall control.

Compensation

For services provided pursuant to this Agreement, the Curry SWCD shall be compensated according to the terms set forth in **Exhibit B**. Curry SWCD shall make and keep reasonable records of work performed and expenses incurred pursuant to this Agreement and shall at a minimum provide quarterly invoices to City. Invoices submitted are subject to review and approval by City’s City Administrator prior to payment.

CURRY SWCD Responsibilities

CURRY SWCD Shall:

1. Curry SWCD will coordinate with the City and the Port Orford Watershed Council to identify tasks needed for implementation from the adopted stewardship plans and also from ongoing monitoring of site conditions.
2. For project specific tasks, Curry SWCD will notify the City Administrator and Public Works Director via email at least a day ahead of time before entering City property.
3. Curry SWCD will manage stewardship activities and oversight of volunteers and or SWCD personnel.
4. Curry SWCD will employ and supervise employees and /or let out contracts for services to perform work identified in Exhibit A within the City boundaries.
5. The Curry SWCD will follow recommendations and or provisions from adopted stewardship plans and conservation easements.

6. Curry SWCD will invoice the City for payment for tasks with specific funding already budgeted.
7. In January of each year, Curry SWCD will send a letter to the City identifying specific tasks planned for implementation from the adopted stewardship plans and providing a general schedule for completion of tasks. Curry SWCD may amend this plan as needed or as opportunities may rise, by sending an update. Curry SWCD will also send annual letters of tasks planned and completed to the Port Orford Watershed Council Chair.
8. In December of each year, Curry SWCD will submit a letter to the City reporting on tasks completed that year.
9. Curry SWCD holds a key to gates that block public access to watershed lands and will keep that key secure at all times.
10. The Curry SWCD may identify and pursue grant opportunities, in coordination with the City, or assist City in pursuing grant opportunities to fund projects that implement tasks outlined in the management documents. The Curry SWCD may act as fiscal sponsor for grants that allow for non-profit administration.
11. For project opportunities related to wildfire risk reduction and invasive species management beyond those identified within the adopted drinking water source area stewardship plans, including but not limited to City rights of way, parks and other city owned properties, Curry SWCD shall coordinate with adjacent private property owners prior to spraying in a reasonable manner for example a door hanger that gives notice of date and time and methods including use of herbicide with an opportunity for said private land owners to opt out of herbicide use.
12. Advise and openly communicate any issues, concerns, or requests, if necessary.

CITY Responsibilities

CITY Shall:

1. City will acknowledge receipt of the annual letters of tasks planned and completed by Curry SWCD. This information will be shared with Common Council of the City.
2. City will acknowledge receipt of notification emails from Curry SWCD. If City cannot respond in a timely manner, City grants permission to Curry SWCD staff to enter City land to conduct agreed upon activities.
3. City shall permit stewardship and monitoring activities to occur on its property and for planted trees and vegetation to remain on their property into the long-term per the *Wildfire Hazard Reduction Plan for Port Orford's Drinking Water Source Area: Gorse Infestation Management (2023)* and the *Hubbard Creek (North Fork) Watershed Forest Stewardship Plan (2022)*.
4. City shall permit Curry SWCD personnel and its officers, employees, and invitees to enter and access the property where the work is being or has been conducted for

purposes of planning and performing the work, inspecting the project site and monitoring tree survival.

5. City will respond to queries identifying additional opportunities for grant funding for stewardship activities related to wildfire risk reduction and noxious weed management. The City Administrator will determine whether the project is of sufficient scale to merit consideration by the Port Orford City Council.
6. City shall permit the Curry SWCD including its staff and volunteers to use city owned equipment for its watershed stewardship activities herein, with the expectation that volunteers are instructed in safe and proper use and that equipment is returned in good condition.
7. City shall coordinate with the Curry SWCD and disburse grant funds that it holds in a timely and efficient manner. Payment shall be made within thirty (30) calendar days from receipt of the invoice.

Responsible Contacts

All reports and correspondence will be directed to the following designated contacts:

For CURRY SWCD:

Liesl Coleman
District Manager
PO Box 666
Gold Beach, OR 97444
Phone: [541-247-2755 ext 0](tel:541-247-2755)
Fax: 541-247-0408
Email: liesl.coleman@currywatersheds.org

Erin Minster
Technical Coordinator
Project Implementation Manager
PO Box 666
Gold Beach, OR 97444
Phone: (541) 247-2755 ext 3
Email: erin.minster@currywatersheds.org

For CITY primary:

John Hutt
City Administrator
City of Port Orford
555 W. 20th St.
PO Box 310
Port Orford, OR 97465
jhutt@portorford.org
(541) 332-3681

Deana Lang
City of Port Orford

555 W. 20th St.
PO Box 310
Port Orford, OR 97465
terrydlang@portorford.org
(541) 332-3681

The primary contact for the CITY is the City Administrator. Secondary contacts are the Public Works Director, the Mayor of Port Orford, and the Council Watershed Liaison

Other Terms of this Agreement

Amendments:

This Agreement embodies the entire agreement between Curry SWCD and City. There are no promises, terms, conditions, or obligations, other than those contained herein. The terms of this Agreement shall not be waived, altered, modified, supplemented, or amended, without a written amendment signed by a representative from both Curry SWCD and City.

No waiver or amendment of any provision of this Agreement shall be deemed, or shall constitute, a waiver or amendment of any other provision of this Agreement, or shall be deemed, or shall constitute, a waiver or amendment of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver.

Assignment and Subcontracting:

Curry SWCD may not assign or transfer its interest in this Agreement without the prior written consent of City, and any attempt by Curry SWCD to assign or transfer its interest in this Agreement without such consent will be void and of no force or effect. Curry SWCD may enter into subcontracts for the work outlined in **Exhibit A**. Any such subcontracts shall be made subject to, and consistent with, the conditions and limitations of this Agreement.

Compliance with Applicable Law:

Both the Curry SWCD and City will comply with all Federal, State, and Local laws and Ordinances applicable to the work to be performed under this Agreement.

Liability and Indemnification:

Curry SWCD and City shall each be solely responsible for any damage or third-party liability which may arise from that party's respective acts or omissions under this Agreement, subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and the Oregon Constitution.

Neither party shall have an obligation to indemnify the other party should any such losses, claims, damage, and expenses result, in whole or in part, from acts, omissions, willful misconduct, or gross negligence of the other party, its affiliates, officers, directors, agents, or employees.

Nondiscrimination:

For work related to this Agreement, Curry SWCD agrees to comply with the policy of prohibiting discrimination on the basis of race, color, national origin, age, disability, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisals, or because all or part of an individual's income is derived from any public assistance program.

Termination of this Agreement:

In the event that the staffing or technical capacity of Curry SWCD is insufficient to continue work for City, Curry SWCD will inform City in writing at least 2 weeks in advance and will make a good faith effort to resolve ongoing work prior to termination of the Agreement. Any funds that cannot be legitimately charged for the work outlined in **Exhibit A** (including administration, training, etc.) shall be returned to City.

Either party may terminate this Agreement at any time by giving two (2) weeks written notice to the other party.

If a notice of termination is given, Curry SWCD shall make all reasonable efforts to halt work and to cancel any commitments that are dependent on City funds.

Curry SWCD and City acknowledge that they have read this agreement, understand it and agree to be bound by its terms and conditions.

Agreed:

Curry SWCD Signature	CITY Signature
Liesl Coleman, District Manager	John Huttel, City Administrator
Date	Date

EXHIBIT A

Statement of Work

- Provide technical assistance, project management, and implementation of stewardship tasks outlined in various plans related to protection of the Hubbard Creek Drinking Water Source Area.
- Provide technical assistance, project management, and implementation of noxious weed control on City owned parcels and right of ways.

EXHIBIT B

Payment Terms

The table below describes the rates that will be charged for the compensation of the work outlined in this agreement and in Exhibit A. An increase of 6% annually will be included in billings after the first year of the agreement and for each subsequent year following.

Personnel	Unit	Rate
Technical Coordinator--Office	Hour	\$40.43
Technical Coordinator--Field	Hour	\$40.75
Technical Coordinator—Restoration	Hour	\$43.23
Monitoring Coordinator--Office	Hour	\$36.39
Monitoring Coordinator--Field	Hour	\$36.68
Monitoring Coordinator—Restoration	Hour	\$38.91
Vegetation Management Foreman--Office	Hour	\$34.37
Vegetation Management Foreman--Field	Hour	\$34.64
Vegetation Management Foreman—Restoration/Herbicide Application	Hour	\$36.74
General Labor--Tree Planting/ Herbicide Applicator Trainee	Hour	\$22.82
Equipment and Supplies		
Mileage (Current IRS standard mileage rate in effect at time of service)	Mile	\$0.655
RTV sprayer	Hour	\$15.00
Truck sprayer	Hour	\$25.00
Herbicide	Lump (at cost)	Cost
Miscellaneous Supplies--Other	Lump (at cost)	Cost
Restoration Materials (grass seed, plant materials, etc.)	Lump (at cost)	Cost
Curry SWCD Indirect (NICR in effect at time of service)	Percentage of direct costs	16.38%

Curry SWCD will at a minimum submit quarterly invoices. If no activity occurs during a quarter then no invoice will be prepared. All invoices must contain the following information:

- Invoice Date
- Project Name:
- Description of work performed:
- Business name and mailing address:

The City approves payments upon receipt of invoices, and payments are made within 30 days thereafter.

EXHIBIT C

Reporting Requirements

Contractor shall perform all reporting requirements of the grant, for example as necessary DEQ SS terms.

EXHIBIT D

Funding Source(s)

The following funding source(s) governs the terms and conditions of the Statement of Work described in **Exhibit A** of this contract. Information concerning the funding source(s) can be found in the City office under the name(s) provided below.

OREGON DEQ



City of Port Orford

TO: Mayor and City Council
FROM: John Hutt, City Administrator
DATE: September 14, 2023
SUBJECT: Emergency Response Commission

Summary

After Council communication, staff discussed options with councilman Burns and drafted an ordinance codifying the City's Emergency Response Commission and clarifying its membership.

Discussion

The City had in the past appointed members to an Emergency Response Commission. This Commission was not created by Ordinance as with our Parks Commission and Planning Commission. After discussion with the Council, staff surmised that membership should be clarified, and that the Commission should be codified.

The ordinance before the Council proposes to have membership in this Commission a blend of Citizens of Port Orford, but also of residents in our neighboring districts. These stakeholder members are anticipated to deliver perspective and resources in addition to those of the members within the city limits. Because members living within the boundaries of the Port District and the Rural Fire District may also live in the City limits and the City Urban Growth boundary, a member may live in multiple geographic qualifying areas, but only fill a requirement of a single position.

It is possible that during an emergency, the City of Port Orford will find itself having to respond before assistance from other agencies can be obtained. Therefore, this Commission will serve a valuable function for the citizens.

Recommendation

Adopt ordinance; amend as determined in best interest of City; forward to a second reading.

Respectfully submitted,

/s/

John Hutt, City Administrator

Chapter 2.10

EMERGENCY RESPONSE COMMISSION

Sections:

	2.10.010	Creation.
2.10.020		Composition of members
2.10.030		Qualifications
2.10.040		Terms; vacancies
2.10.050		Election of chairman and vice-chairman.
2.10.060		Compensation.
2.10.070		Secretary.
2.10.080		Meetings-Quorum
2.10.090		Powers and duties
2.10.100		Authorization for expenditures required.

2.10.010 **Creation.**

There is created an Emergency Response Commission (Hereinafter: Commission) for the City of Port Orford, Curry County, Oregon. (Ord. 2023- Jul 2023)

2.10.020 **Composition of members.**

The Emergency Response Commission shall consist of up to seven members, all of whom are to be appointed by the Mayor, subject to approval by the Common Council of the City of Port Orford.

2.10.030 **Qualifications**

(1) Membership shall be appointed from the following jurisdictional areas:

- (A) Four members shall reside within the boundaries of the City Limits of Port Orford;
- (B) One Member shall reside within the boundaries of the Port Orford Rural Fire District;
- (C) One Member shall reside within the boundaries of the Port Orford Urban Growth Boundary;
- (D) One Member shall reside within the boundaries of Curry County

A member may reside in more than one of the above; however, such a member shall be appointed to fill only one of the above-referenced positions.

(2) Not more than one member of the Commission shall be a member of the Common Council; said member to be a voting member. The member of the Common Council shall also act as Council liaison.

2.10.040 **Terms; vacancies**

At its first meeting the Commission shall choose the terms of office of said all seven members, whether present or not, by lot as follows: The names shall be placed on strips of paper and the strips placed in a hat. The first name drawn will be position One. The second name drawn shall be position two. And so on. Position One shall serve for one year; Position Two for two years; Position Three for three years; and so on until all positions are given a term of years. Council

Liaison shall immediately thereafter notify the mayor and city council, in writing, of such allotment.

At the expiration of the initial terms of each member, the successor to the vacancy shall hold office for four years, so that the terms are staggered, with at least one position being subject to reappointment each year thereafter.

Any vacancy shall be filled by the mayor subject to approval by the Common Council for the unexpired portion of that term.

2.10.050 Election of chairman and vice-chairman

The Commission, at its first meeting, shall elect a chairman and vice-chairman from their members, and said chairman and vice-chairman shall hold office during the pleasure of the commission.

2.10.060 Compensation

Members of the Commission shall receive no compensation.

2.10.070 Agenda and Minutes

An agenda item shall be provided to the City Administrator at least one week prior to the meeting at which it is proposed to be discussed. The City Administrator and the Council Liaison shall determine which items are on the agenda. At the meeting, items may be added to or removed from the agenda by majority vote of the commission.

All Commission meetings are subject to Oregon Public Records and Meetings laws. Commission Agenda and Minutes shall be prepared by City Staff and advertised electronically on the City's website as directed by the City Administrator, and otherwise as required by Oregon Public Meeting law.

If City Staff is unavailable, Agenda and Minutes may be prepared by any reasonable means, including but not limited to contract transcriptionist or by member of the Commission selected by the Commission for that purpose. Any minutes or agenda not prepared by City Staff shall be delivered to the City Administrator for retention in the City records.

2.10.080 Meetings; Quorum.

The first meeting shall be called by the City Council Member appointed to the Commission. At its first meeting the Commission shall perform functions under 2.10.040 and 2.10.050 above.

At its first meeting, the Commission shall determine its regular meeting schedule. A regular meeting day and time shall be established by the Commission at its first regular meeting. It shall hold meetings regularly at least once a quarter. Meetings shall be held at Port Orford City Hall Council Chambers unless otherwise decided by majority of the commission.

Special meetings may be called at any time by the chairman, or by three members of the commission, by written notice served upon each member of the commission at least twenty-four (24) hours before the time specified. Any such notice and proposed agenda shall be delivered to the City Administrator within the time period above.

Four members at any time shall constitute a quorum for purpose of conducting Commission business.

2.10.090 Powers and duties.

It shall be the duty of the Commission, and they shall have the power, except as otherwise provided by law, to recommend and make suggestions to the City Council concerning Planning for, Provisioning, and Responding to Emergencies as declared by the City of Port Orford. Such Emergencies include but are not limited to: Tsunamis, Conflagrations, Earthquakes and Chemical Spills.

Any City Emergency Response Plan must be approved by the City Council to be binding on the City.

2.10.100 Authorization for expenditures required.

The Commission shall have no authority to bind the City to any agreements, nor to make any expenditures on behalf of the city, or to obligate the city for the payment of any sums of money, except as herein provided, and then only after the common council of the city of Port Orford shall have first authorized such expenditures for said purpose by appropriate ordinance or resolution, which ordinance or resolution shall provide the administrative method by which said funds shall be drawn and expended.

ORDINANCE 2023 – 27

RECOGNIZING EMERGENCY MANAGEMENT COMMISSION
ESTABLISHING MEMBERSHIP AND RESPONSIBILITIES

WHEREAS, the Common Council for the City of Port Orford (City/Council) has directed that the city have an Emergency Response Commission; and

WHEREAS, an Emergency Response Commission was formed, and has done good works and made progress on an Emergency Response Plan; but was never made part of the City's Boards and Commissions under its Codified Ordinances; and

WHEREAS, the City has determined that it is in the best interests of the public of the City of Port Orford to formally recognize the Emergency Response Commission as a codified commission in its ordinances;

NOW THEREFORE, be it ORDAINED by the Common Council for the City of Port Orford

The Emergency Response Commission is officially recognized and its membership and duties are as outlined in the code sections hereto attached as Exhibit A and adopted and incorporated herein.

Dated this 19th day of October, 2023

Pat Cox, Mayor, City of Port Orford

Attest: Joseph Harrison, Recorder pro Tem



City of Port Orford

TO: Mayor and City Council

FROM: John HuttI, City Administrator

DATE: October 19, 2023

SUBJECT: N2NPO Draft Agreement Council Considerations

At the end of the Council's Special Meeting of October 10, 2023, Neighbor to Neighbor Port Orford (N2NPO) representative Lorin Kessler provided the City with a draft agreement or putative terms for an agreement to be drafted.

The provisions are submitted to the Common Council under Council Considerations for direction moving forward.

Respectfully,

/s/

John HuttI
City Administrator

Proposal by Neighbor to Neighbor Port Orford

Neighbor 2 Neighbor Port Orford (NTNPO) would like to outline the following plan to the City of Port Orford to help mitigate our homeless problem. We propose a six month trial allowing our community volunteer group to help the city manage what has become a homeless camp on city property located on the west side of 101 , a property that would have been the continuance of 16th St., and bounded on the west side by Idaho Street. This site continues to be active, in part due to the enactment of House Bill 3115 on July 1, 2023.

NTNPO agrees to the following:

- We will supply and have serviced one locked dumpster and two Port-a-Johns. The dumpster and one Port-a-John will be placed on the western boundary of the property on the right-of-way along Idaho Street. The other Port-a-John is already in place just north of the environmental walkway, which is now closed.
- We will designate Park Monitors from our local volunteer group who will visit the site and its residents daily and remind them of our "Park Rules," outlined in our "Sleep Safe Guest Agreement," that residents will review and sign on entry. These Park Monitors will be members of NTNPO and will make sure that campers in the park are abiding by the guidelines. A Park Monitor's primary goal is to be helpful and ensure safety for everyone in the camp and in our surrounding community.

Any significant violations or dangerous behavior will be reported to the local police. NTNPO feels our police department currently is doing a fine job of handling problems in the park and we assume this will continue. NTNPO asks that the city provide the same protections to those staying at the park that they provide to local motel, hotel and short term rental residents.

If after evaluation of this six month trial period the City of Port Orford agrees to continue, we will begin work on our future plans described below:

- NTNPO will build a formal tent sites with low platforms for those who are working with us to try to end their homelessness, hoping to provide further motivation.
- NTNPO will begin working with local business owners to secure an existing commercial building in a non-residential area in an effort to create a small residential facility away from the park site. This facility will not be for the general population, but for those who are willing to work with us to gain their freedom from homelessness.

Our Requests of the City of Port Orford :

- NTNPO asks the City to lease the property to NTNPO as an entity for one dollar a year. This will allow us easier access to increased liability insurance, and it will reinforce the legality of the "hold harmless" clause.
- NTNPO would also like permission and help constructing a privacy fence 20 feet north of the parking lot. We believe we can get help from the Rotary club of Port Orford in building this as well.
- NTNPO requests the City help with simple landscaping that will enhance the look of the park and provide further privacy.
- NTNPO requests the City place signs around the site declaring that it is not an open campground, by city ordinance, but is for those who need a place to stay in accordance with HB3115. Signs will help Park Monitors enforce the rules and protect those in the park from theft or aggression.



City of Port Orford

TO: Mayor and City Council
FROM: John HuttI, City Administrator
DATE: October 19, 2023
SUBJECT: Municipal Judge Council Considerations

The attached letter and resume was provided to the City Administrator from Municipal Judge Gary Milliman.

He let me know that since the time of the letter, the candidate was appointed Judge Pro Tem by City of Bandon and City of Gold Beach.

Staff seeks direction on next steps. Does Council wish to bring this person in for an interview?

Respectfully,

/s/

John HuttI
City Administrator

GARY MILLIMAN
Municipal Court Judge
judgemilliman@brookings.or.us

Credentialed City Manager
Life Member
International City/County Management Association

Board of Directors
Oregon Municipal Judges Association

Portland State University, Mark Hatfield School of Government, Senior Fellow

ICMA Career Excellence Award
ICMA Management Innovation Award
Azalea Festival Grand Marshal

Oregon City/County Management Association
Senior Advisor

Mayor and City Council
City of Port Orford

August 21, 2023

Dear Mayor and Councilors,

I am pleased to recommend the appointment of Cora Rose as Municipal Court Judge Pro Tem for the City of Port Orford.

An attorney who graduated from U.C Berkley School of Law, Rose currently serves as a Deacon and legal advocate at St. Timothy's Episcopal Church in Brookings. She has about 12 years of experience in providing legal aid services, and is also ordained by the Evangelical Lutheran Church in America. She has attended almost every Municipal Court session in Brookings for the past year, working with defendants and the Court to assure that they make their Court appearances and followup with conditions imposed by the Court.

While I have not missed a court session since my appointment as Municipal Court Judge, there are other circumstances in which the services of a Judge Pro Tem would be needed, such as when the Judge must be recused due to a possible conflict, or if the Judge must be absent for health/personal reasons.

Thank you for your immediate attention to this matter

Respectfully,



Cora Rose

(541) 247-1524 | rosecora@hotmail.com
PO Box 490, Brookings, OR 97415

EXPERIENCE

- St. Timothy's Episcopal Church**, Brookings, OR
ELCA Deacon, Advocacy Team Feb. 2022 - present
Identify and implement opportunities to improve outcomes for local residents without adequate shelter; monitor and track developments on local, state, and federal levels impacting lives of service population; counsel and advise individuals to remove barriers to achieving stability goals; work with agencies and volunteers to coordinate services to address human need.
- Legal Services of Northern California**, Del Norte County, CA
Volunteer & Staff Attorney Dec 2019 – Dec 2021
Advised and represented individuals seeking to preserve housing and to access public benefits, especially pandemic relief programs; represented in litigation, administrative hearings, and mediations. Collaborated with community organizations on transitional and low-barrier housing, and engaged in outreach and education about fair housing and other rights.
- Bay Area Legal Aid**, San Francisco
Staff Attorney, Economic Justice Feb 2018 – May 2019
Represented families seeking access to cash aid and nutritional benefits and related employment programs; removed barriers to employment including driving privileges and credit/criminal records; interview clients; negotiated with welfare agencies; represented at hearings. Participated in community collaboration and engaged in outreach and education about public charge, domestic violence.
- Eviction Defense Collaborative**, San Francisco
Senior Staff Attorney May 2016 – Jan. 2018
Staff Attorney Sep. 2014 – May 2016
Counseled and represented tenants defending unlawful detainers; appeared at hearings; recruited and mentored students and staff; facilitated referrals with partner agencies and maintained partner agency relationships; gave information and referrals at City outreach events.
- Lawyers' Committee for Civil Rights**, San Francisco
Attorney Fellow, Economic Justice Jan. 2013 – Aug. 2014
Managed Legal Services for Entrepreneurs caseload; presented know-your-rights trainings, clinic consultations, and represented predominantly limited-English clients; increased direct services 250% over prior year; developed internal accountability measures to enhance program outcomes. Drafted EEOC charge and analyzed promotion data; collaborated with racial justice team on reentry hiring campaign. Submitted successful grant proposals valuing \$60k; grew relationships with firms and community partners.
- U.S. Equal Employment Opportunity Commission**, San Francisco
Attorney Fellow Sep. 2012 – Jan. 2013
Drafted discovery for ADA case and *Daubert* motion for Title VII litigation. Drafted declarations, motions, and proposed orders. Researched issues for trial briefs. Reviewed investigators' files to determine cause.
- Equal Rights Advocates**, San Francisco
Law Clerk Jan. 2012 – May 2012
Drafted motions for Title VII jury trial; researched case law for advocacy update report; advised callers in English and Spanish through a nation-wide sex discrimination and harassment hotline. Oversaw Title IX pre-complaint investigation and connected potential claimants with community resources.
- Legal Aid Society – Employment Law Center**, San Francisco
Law Clerk, Herma Hill Kay Fellow Summer 2011
Researched and drafted motions and declarations for FMLA litigation and jury trial; advised callers about leave, discrimination, and harassment through project helplines; advised low-income workers

about wage claims, discrimination, disability, Workers' Compensation claims, and medical leave rights at Workers' Rights Clinic.

Bay Area Legal Aid, San Francisco

Law Clerk

June 2010 – Dec. 2010

Provided direct legal services to low-income tenants in a variety of unlawful detainer and fair housing cases; completed HUD fair housing complaints; successfully represented resident in public housing hearing; collaborated with area agencies to address Limited-English Proficient tenants' language-access needs in public housing; conducted outreach and presented to rental assistance providers about federal, state, and local regulations concerning public housing; researched and strategized for potential affirmative litigation.

Catholic Charities Refugee & Immigrant Legal Services, San Francisco

Fall 2007; Aug. 2008 – July 2009

Legal Clerk & Office Manager

Managed a variety of cases for survivors of violence and disasters; instrumental in developing case organization system and client contact tracking; provided written and oral translation services; assisted planning annual inter-agency "¡Sí Se Puede!" domestic violence survivors' resource event; completed family immigration petitions and employment authorization renewals.

La Casa de la Raza Family Resource & Community Center, Santa Barbara, CA

Jan. 2008 – June 2008

Program Assistant

Completed client intakes & referral research, tracked client services for grant-writing and development; translated letters and documents; communicated with donors, staff, and clients in Spanish and English.

EDUCATION

Pacific Lutheran Theological Seminary

Certificate of Advanced Theological Studies, 2020

Evangelism & Justice concentration

Honor: Walter M. and Barbara J. Stuhr Award for Ethics and for Church and Social Justice

University of California, Berkeley, School of Law

J.D., 2012

Honor: Prosser Prize for Advocacy Skills

Activities: Berkeley Journal of International Law, Associate Editor; Book Review; Submissions Committee

Workers' Rights Clinic, Bilingual Counselor

Graduate Research Assistant to Prof. Herma Hill Kay, Sex-Based Discrimination, 7th ed.

Boalt Hall Women's Association 2011 Herma Hill Kay Fellow (for work supporting women)

Boalt Legal Foundation, Fundraising Member

Consumer Advocacy and Protection Society, Leadership Team

American Constitution Society, Member

Westmont College, Santa Barbara, CA

B.A., *summa cum laude*, 2007

Modern Languages (Spanish & Hispanic Studies); Minor in Political Science

Honors: Monroe Full-Tuition Merit Scholar; President's Scholar; National Merit Scholar

Multicultural Scholar; Presidential Grant awardee; Dean's List honor roll, each semester

Activities: Public Safety Task Force, Student Association Class President

Study Abroad: Cross-cultural Spanish immersion program, Universidad de Querétaro, Mexico (2005)

Certifications & Community Involvement

<u>Certifications & Admissions:</u>	Received, Deaconess Community of the ELCA	2022
	Ordained, Evangelical Lutheran Church in America	2021
	Admitted, Oregon State Bar	2019
	Admitted, State Bar of California	2012

Community Involvement: Curry County Housing Committee, South County Position (2020-2022)
Del Norte Mission Possible Board of Directors, Member
Native Plant Society of Oregon, South Coast Chapter Vice President