

Notice of Public Meeting

City Council Meeting

AGENDA

CITY OF FALLS CITY, OREGON

Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Thursday June 14, 2018 6:00 p.m.

Posted on June 8, 2018

1. Call to Order

- a. Roll Call: Jeremy Gordon, Mayor _____ Dennis Sickles _____ Lori Jean Sickles _____
- b. Jennifer Drill _____ Tony Meier _____ Charlie Flynn _____ Clifford Lauder _____

2. Pledge of Allegiance

3. Motion to Adopt the Entire Agenda

4. Consent Agenda: Motion Action Approving Consent Agenda Items

- a. Approval of the Bills pg. 1-6
- b. Approval of May 10, 2018 Council Meeting Minutes pg. 7-10
- c. Approval of May 24, 2018 Special Meeting Minutes pg. 11-14

5. Public Comments

Citizens may address the Council or introduce items for Council consideration on any matters. Council may not be able to provide an immediate answer or response, but may direct staff to follow up on any questions raised. Out of respect to the Council and others in attendance, please limit your comment to five (5) minutes. Please state your name and city of residence for the record.

6. New Business:

- a. Resolution 11-2018: 2017-2018 Supplemental Budget #1 adoption
 - i. Agenda Report pg. 15
 - ii. Resolution 11-2018 pg. 16
 - iii. Exhibit A Notice of Supplemental Budget pg. 17-18
 - iv. Exhibit B Affidavit of Publication and Article pg. 19-20
- b. Resolution 12-2018: 2018-2019 budget adoption
 - i. Agenda Report pg. 21-22
 - ii. Exhibit A Resolution 12-2018 pg. 23-24
 - iii. Exhibit B Budget Worksheet pg. 25-34
 - iv. Exhibit C Oregon DOR Form LB1 pg. 35-36
- c. Resolution 13-2018: Republic Services Rate Increase
 - i. Agenda Report pg. 37
 - ii. Resolution 13-2018 pg. 38
 - iii. Exhibit A CPI's pg. 39
 - iv. Exhibit B Letter from Republic pg. 40-41
- d. July 3, 2018 Prospect & Boundary Block Party Road Closure Request
 - i. Agenda Report pg. 42
 - ii. Exhibit A Map of roads to be closed pg. 43

The City of Falls City does not discriminate in providing access to its programs, services, and activities on the basis of race, color, religion, ancestry, national origin, political affiliation, sex, age, marital status, physical or mental disability, or any other inappropriate reason prohibited by law or policy of the state or federal government. Should a person need special accommodations or interpretation services, contact the City at 503.787.3631 at least one working day prior to the need for services and every reasonable effort to accommodate the need will be made.

- 7. Public Hearing:** Variance from the required 20-foot rear setback to allow the roof of the proposed rear porch to extend into the required minimum rear setback by 8 feet (VAR 18-01) 138 Carey Ct.
 - a. Staff Report for VAR 18-01 pg. 44-58
 - b. Public Hearing Script pg. 59-61
 - i. Motion – City Council to serve as Planning Commission
 - ii. Introduction
 - iii. Conflicts of Interest/Ex-Parte Contact/Bias
 - iv. Required Statements
 - v. Public Hearing

8. Correspondence, Comments, and Ex-Officio Reports

- a. Mayor Report
- b. Council Reports
- c. Manager’s Report
- d. Staff Report
- e. Sheriff’s Report

9. Council Announcements

- a. Next regular Council Meeting, July 12, 2018 6:00 pm.

10. Adjourn

	Date	Memo	Account	Class	Amount
CC Heavy Equipment					
	05/08/2018	Inv# 5003,	Accounts Payable		-14,000.00
	05/08/2018	Inv # 5003, 1978 Clark Motor Grader	Equipment	11 STREET FUND	14,000.00
					0.00
Total CC Heavy Equipment					
CenturyLink Business Services					
	05/08/2018	April 1438737626	Accounts Payable		-5.68
	05/08/2018	April 1438737626-85%	Telephone	01 GENERAL FUND:01 Administrative	4.82
	05/08/2018	April 1438737626-15%	Telephone	20 WATER OPERATING FUND	0.86
					0.00
Total CenturyLink Business Services					
Dallas Auto Parts					
	05/08/2018	04.30.2018	Accounts Payable		-81.71
	05/08/2018	repairs to 2004 PW truck	Maintenance Supplies	11 STREET FUND	72.72
	05/08/2018	Supplies	Maintenance Supplies	13 SEWER FUND	8.99
					0.00
Total Dallas Auto Parts					
Edge Analytical					
	05/08/2018	sewer 18-13487 water , 18-13527, 18-15475, 18-15477	Accounts Payable		-368.00
	05/08/2018	18-13487	Lab Analysis Services	13 SEWER FUND	147.00
	05/08/2018	18-13527, 18-15475, 18-15477	Lab Analysis Services	20 WATER OPERATING FUND	221.00
					0.00
Total Edge Analytical					
Falls City Fire Association					
	05/08/2018	May	Accounts Payable		-208.33
	05/08/2018	May	Point System	01 GENERAL FUND:01 Fire Department	208.33
					0.00
Total Falls City Fire Association					
Frink's General Store					
	05/08/2018	invoice 04302018B	Accounts Payable		-57.80
	05/08/2018	invoice 04302018B, supplies	Equipment Maintenance/Repair	13 SEWER FUND	57.80
					0.00
Total Frink's General Store L & L Equipment					
	05/08/2018	04.30.2018	Accounts Payable		-52.95
	05/08/2018	Generator Battery	Equipment Maintenance/Repair	13 SEWER FUND	52.95
					0.00
Total L & L Equipment					
Net Assets Corporation					
	05/08/2018	66-201804	Accounts Payable		-11.00
	05/08/2018	66-201804	Professional Services	01 GENERAL FUND:01 Administrative	11.00
					0.00
Total Net Assets Corporation					
Office Craft					
	05/08/2018	M99-6244	Accounts Payable		-23.99
	05/08/2018	M99-6244	Copier Lease/Maintenance	01 GENERAL FUND:01 Administrative	23.99
					0.00
Total Office Craft					
Petro Card					
	05/08/2018	C312169	Accounts Payable		-171.47
	05/08/2018	20% C312169	Vehicle Operation	11 STREET FUND	34.29
	05/08/2018	20%	Vehicle Operation	13 SEWER FUND	34.29
	05/08/2018	60%	Vehicle Operation	20 WATER OPERATING FUND	102.89
					0.00
Total Petro Card					

Polk County Sheriff's Office

05/08/2018 70109 Accounts Payable -237.00
 05/08/2018 4th quarter 2017-2018 INV#70109 Intergovernmental Services 01 GENERAL FUND:01.07 Fire Department 237.00
 Speer Hoyt LLC 0.00

05/08/2018 INV: 46251 Accounts Payable -1,064.00
 05/08/2018 INV: 46251 Attorney/Special Council 01 GENERAL FUND:01.01 Administrative 1,064.00
 Surplus Cashier 0.00

05/08/2018 ARK 43506 Accounts Payable -50.00
 05/08/2018 ARK 43506, safety vests Uniforms and Protective Gear 01 GENERAL FUND:01.07 Fire Department 50.00
 0.00

05/08/2018 inv 180274 Accounts Payable -87.30
 05/08/2018 inv 180274, inspect tighten fire strn Fire Station Maint/Repairs 01 GENERAL FUND:01.07 Fire Department 87.30
 0.00

05/08/2018 04.25.2018 Accounts Payable -81.70
 05/08/2018 04.25.2018 Maintenance Supplies 11 STREET FUND 55.46
 05/08/2018 04.25.2018 Maintenance Supplies 20 WATER OPERATING FUND 21.45
 05/08/2018 04.25.2018 Maintenance Supplies 01 GENERAL FUND:01.03 Parks 4.79
 0.00

05/08/2018 9805980225 Accounts Payable -38.00
 05/08/2018 May Telephone 01 GENERAL FUND:01.01 Administrative 19.00
 05/08/2018 9805980225 Telephone 20 WATER OPERATING FUND 19.00
 0.00

05/08/2018 INV. 1424 acct# 1533 Accounts Payable -162.71
 05/08/2018 EMS Medication Billing, inv 1533 Medical Supplies 01 GENERAL FUND:01.07 Fire Department 162.71
 0.00

05/08/2018 April Accounts Payable -602.40
 05/08/2018 35% April Professional Services 01 GENERAL FUND:01.01 Administrative 210.84
 05/08/2018 5% Professional Services 01 GENERAL FUND:01.04 Municipal Court 30.12
 05/08/2018 10% Professional Services 11 STREET FUND 60.24
 05/08/2018 15% Professional Services 13 SEWER FUND 90.36
 05/08/2018 35% Professional Services 20 WATER OPERATING FUND 210.84
 0.00

05/08/2018 inv 093128798 Accounts Payable -172.02
 05/08/2018 65% inv 093128798 Maintenance Supplies 01 GENERAL FUND:01.01 Administrative 111.81
 05/08/2018 35% Maintenance Supplies 20 WATER OPERATING FUND 60.21
 0.00

05/11/2018 water 18-13532 Accounts Payable -205.00

Total Edge Analytical	05/11/2018 water 18-13532	Lab Analysis Services	20 WATER OPERATING FUND	205.00
TRTL Enterprises, LLC				0.00
Total TRTL Enterprises, LLC	05/11/2018 Inv: 1088 Brush Cutting	Accounts Payable		-1,790.00
	05/11/2018 Inv: 1088 Brush Cutting	Brush Cutting	11 STREET FUND	1,790.00
				0.00
Westech Engineering	05/11/2018 Sand Filter Inv: 23797	Accounts Payable		-1,049.40
	05/11/2018 Sand Filter Inv: 23797	Equipment Maintenance/Repair	20 WATER OPERATING FUND	1,049.40
				0.00
Total Westech Engineering				-12,059.42
Brattain International Trucks	05/16/2018 Fire Truck Repair- Eng 125	Accounts Payable	11 STREET FUND	12,059.42
	05/16/2018 Eng 125 Rebuild	Equipment		0.00
				0.00
Total Brattain International Trucks				-45.30
Dallas Auto Parts	05/16/2018 Wiper Blade and Lens Replacement	Accounts Payable	11 STREET FUND	45.30
	05/16/2018 Repair 2004 Chevy	Vehicle Maintenance/Repair		0.00
				0.00
Total Dallas Auto Parts				-156.15
OCCMA	05/16/2018 2018 dues	Accounts Payable	01 GENERAL FUND:01.01 Administrative	156.15
	05/16/2018 Dues 2018	Education/Training/Dues		0.00
				0.00
Total OCCMA				-435.65
CenturyLink	05/17/2018 multiple phone bills May	Accounts Payable	01 GENERAL FUND:01.07 Fire Department	178.67
	05/17/2018 May	Telephone	01 GENERAL FUND:01.01 Administrative	185.70
	05/17/2018 multiple phone bills May	Telephone	20 WATER OPERATING FUND	71.28
	05/17/2018 multiple phone bills May	Telephone		0.00
				0.00
Total CenturyLink				-300.00
City of Dallas	05/17/2018 INV#02538	Accounts Payable	11 STREET FUND	300.00
	05/17/2018 INV#02538 Street Sweeping May 2018	Streets Maintenance/Repair		0.00
				0.00
Total City of Dallas				-1,856.13
City of Salem	05/17/2018 Inv# 2304099 4th Quarter	Accounts Payable	01 GENERAL FUND:01.07 Fire Department	1,299.29
	05/17/2018 70% inv 2304099 911 fee	911 Fee - Fire Department	01 GENERAL FUND:01.01 Administrative	556.84
	05/17/2018 30% 2304099	911 Fee - Law Enforcement		0.00
				0.00
Total City of Salem				-236.05
Consumers Power Inc	05/17/2018 Account # 1155301	Accounts Payable	20 WATER OPERATING FUND	236.05
	05/17/2018 May Power WTP	Power/Heat		0.00
				-2,186.28
Total Consumers Power Inc				162.23
Pacific Power	05/17/2018 multiple accounts, 21091561-006 2	Accounts Payable	01 GENERAL FUND:01.03 Parks	491.15
	05/17/2018 May	Power/Heat	13 SEWER FUND	178.20
	05/17/2018 multiple accounts, 21091561-006 2	Power/Heat	01 GENERAL FUND:01.01 Administrative	
	05/17/2018 multiple accounts, 21091561-006 2	Power/Heat		

Total Pacific Power	05/17/2018 multiple accounts, 21091561-006 2	Power/Heat	01 GENERAL FUND:01.07 Fire Department	657.45
	05/17/2018 multiple accounts, 21091561-006 2	Street Lights	11 STREET FUND	640.11
	05/17/2018 multiple accounts, 21091561-006 2	Power/Heat	20 WATER OPERATING FUND	57.14
				0.00
Total Bank Visa				-1,368.63
	05/17/2018 Account Number: 4798 5312 1498 1146	Accounts Payable	01 GENERAL FUND:01.01 Administrative	799.95
	05/17/2018 Quik Books	Computer Software Maintenance	11 STREET FUND	122.00
	05/17/2018 ODOT	Vehicle Operation	01 GENERAL FUND:01.01 Administrative	196.70
	05/17/2018 American Glove Co.	Office Supplies	20 WATER OPERATING FUND	249.98
	05/17/2018 Rugged Wear	Uniforms and Protective Gear		0.00
Total US Bank Visa				-1,77.06
Xerox Corporation				
	05/21/2018 inv 09216178 (February 2018)	Accounts Payable	01 GENERAL FUND:01.01 Administrative	115.09
	05/21/2018 65% inv 09216178 (February 2018)	Maintenance Supplies	20 WATER OPERATING FUND	61.97
	05/21/2018 35%	Maintenance Supplies		0.00
Total Xerox Corporation				-165.00
City of Dallas				
	05/23/2018 INV#02539	Accounts Payable	01 GENERAL FUND:01.07 Fire Department	165.00
	05/23/2018 INV#02539 Light Bar Maintenance Eng 122	Vehicle Maintenance/Repair		0.00
Total City of Dallas				-1,200.00
CUSI				
	05/23/2018 M15142	Accounts Payable	20 WATER OPERATING FUND	1,200.00
	05/23/2018 Annual Water Billing System Tech Support- M15142	Computer Software Maintenance		0.00
Total CUSI				0.00
Edge Analytical				
	05/23/2018 Sewer 18-15464	Accounts Payable	13 SEWER FUND	-198.00
	05/23/2018 Sewer 18-15464	Lab Analysis Services		198.00
	05/23/2018 Water- 17495	Accounts Payable	20 WATER OPERATING FUND	-29.00
	05/23/2018 Water 18-17495	Lab Analysis Services		29.00
	05/23/2018 Sewer	Accounts Payable	20 WATER OPERATING FUND	-198.00
	05/23/2018 water 18-15464	Lab Analysis Services		198.00
				0.00
Total Edge Analytical				-16.22
L & L Equipment				
	05/23/2018 0148502	Accounts Payable	13 SEWER FUND	16.22
	05/23/2018 0148502	Small Tools & Supplies		0.00
Total L & L Equipment				684.00
Mid Willamette Valley COG				
	05/23/2018 1718300	Accounts Payable	01 GENERAL FUND:01.01 Administrative	684.00
	05/23/2018 1718342, land use	Council of Governments Planning		0.00
Total Mid Willamette Valley COG				-25.00
Oregon State University				
	05/23/2018 1307	Accounts Payable	20 WATER OPERATING FUND	25.00
	05/23/2018 1307- cabinet	Small Tools & Supplies		0.00
Total Oregon State University				-141.49
Petro Card				
	05/23/2018 C317526	Accounts Payable		-141.49

Total Petro Card	05/23/2018 20% C317526	Vehicle Operation	11 STREET FUND	28.30
	05/23/2018 20%	Vehicle Operation	13 SEWER FUND	28.30
	05/23/2018 60%	Vehicle Operation	20 WATER OPERATING FUND	84.89
				0.00
Piney Bowes				
Total Piney Bowes	05/23/2018 8000-9000-0969-9830 May 11 bill	Accounts Payable	01 GENERAL FUND:01.01 Administrative	-251.00
	05/23/2018 Postage 20% May 11 bill	Office Supplies	13 SEWER FUND	50.20
	05/23/2018 30%	Office Supplies	20 WATER OPERATING FUND	75.30
	05/23/2018 50%	Office Supplies		125.50
				0.00
Westech Engineering				
Total Piney Bowes	06/01/2018 23897	Accounts Payable	01 GENERAL FUND:01.01 Administrative	-730.00
	06/01/2018 Land Use Partitions x 3- Inv 23897	Professional Services		730.00
				0.00
Total Westech Engineering				
Edge Analytical				
Total Edge Analytical	06/01/2018 18-17489	Accounts Payable	20 WATER OPERATING FUND	-120.00
	06/01/2018 Water 18-17489	Lab Analysis Services	13 SEWER FUND	60.00
	06/01/2018 Sewer	Lab Analysis Services		60.00
				0.00
Falls City Fire Association				
Total Falls City Fire Association	06/01/2018 June- LAST STATEMENT	Accounts Payable	01 GENERAL FUND:01.07 Fire Department	-208.33
	06/01/2018 June	Point System		208.33
				0.00
Ilemizer Observer				
Total Ilemizer Observer	06/01/2018 27935	Accounts Payable	01 GENERAL FUND:01.01 Administrative	-223.12
	06/01/2018 Inv 27935 budget hearing form LB-1	Professional Services		223.12
				0.00
King's Pumping Service				
Total King's Pumping Service	06/01/2018 318 & 320 Main St	Accounts Payable	13 SEWER FUND	-439.37
	06/01/2018 318 & 320 Main St- 14769	Tank Pumping		439.37
				0.00
L & L Equipment				
Total King's Pumping Service	06/01/2018 0140709	Accounts Payable	13 SEWER FUND	-130.79
	06/01/2018 0140709	Small Tools & Supplies		130.79
				0.00
Total L & L Equipment				
Van Well Building Supply				
Total Van Well Building Supply	06/01/2018 5.24.18	Accounts Payable	01 GENERAL FUND:01.07 Fire Department	-124.79
	06/01/2018 5.24.18	Maintenance Supplies		108.84
	06/01/2018 5.24.18	Maintenance Supplies	20 WATER OPERATING FUND	15.95
				0.00
Xerox Financial Services				
Total Van Well Building Supply	06/01/2018 Inv 1173129	Accounts Payable	01 GENERAL FUND:01.01 Administrative	-180.75
	06/01/2018 lease May 65%, Inv 1173129	Copier Lease/Maintenance	11 STREET FUND	117.49
	06/01/2018 lease 10%	Copier Lease/Maintenance	13 SEWER FUND	18.08
	06/01/2018 lease 10%	Copier Lease/Maintenance	20 WATER OPERATING FUND	18.07
	06/01/2018 lease 15%	Copier Lease/Maintenance		27.11

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Total Xerox Financial Services

Dallas Auto Parts

06/04/2018 Road Grader Maintenance- 376953
 06/04/2018 Road Grader- 376953

Accounts Payable
 Vehicle Maintenance/Repair 11 STREET FUND

-91.50
 91.50
 0.00

Les Schwab

06/04/2018 21600312948
 06/04/2018 21600312948 Backhoe tire repair

Accounts Payable
 Equipment Maintenance/Repair 20 WATER OPERATING FUND

-36.55
 36.55
 0.00

Van Well Building Supply

06/04/2018 5.24. 18 Community Center
 06/04/2018 5.24. 18 Community Center

Accounts Payable
 Maintenance Supplies 01 GENERAL FUND:01.01 Administrative

-45.24
 45.24
 0.00

Total Van Well Building Supply

Verizon Wireless

06/04/2018 9807834020
 06/04/2018 June
 06/04/2018 9807834020

Accounts Payable
 Telephone
 Telephone 01 GENERAL FUND:01.01 Administrative
 20 WATER OPERATING FUND

-38.00
 19.00
 19.00
 0.00

Total Verizon Wireless

MNOP

Williamson & Aebi, LLP

Dallas Auto Parts

L & L Equipment

Valley Electric Company, LLC

Xerox Corporation

Les Schwab

Hach Company

Net Assets Corporation

Corpro Companies

06/07/2018 A324721-IN
 06/07/2018 May
 06/07/2018 374018, 375000, 376852, 377481, 377529, 377967
 06/07/2018 0149736
 06/07/2018 1-180404
 06/07/2018 093444658 (May 2018)
 06/07/2018 21632373
 06/07/2018 Equipment and Sensors WTP- 10978278
 06/07/2018 66-201805
 06/07/2018 66502- 8/1/18-7/31/19

Vehicle Operation
 -SPLT-
 -SPLT-
 Small Tools & Supplies
 Fire Station Maint/Repairs
 -SPLT-
 -SPLT-
 Equipment Maintenance/Repair
 Professional Services
 Tanks Maintenance/Repair

-258.41
 -562.40
 -205.99
 -92.14
 -170.11
 -148.67
 -325.73
 -6,590.00
 -11.00
 -905.00

City of Falls City
City Council Regular Meeting Minutes
May 10, 2018 6:00 PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Council Present: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn

Staff Present: Terry Ungricht, Interim City Manager; JoHanna Birr, City Clerk

Mayor Gordon called the meeting to order at 6:01 pm.

A. Roll Call

Clerk Birr took roll call.

B. Pledge of Allegiance

Mayor Gordon led the pledge.

C. Motion to adopt the entire Agenda

A motion was made by Councilor Meier and seconded by Councilor D. Sickles to adopt the entire agenda. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn

D. Consent Agenda

A motion was made by Councilor D. Sickles and seconded by Councilor L. Sickles to adopt the Consent Agenda with the addition of item D; Resolution 09-2018 Backflow Service Contract (Exhibit A) Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn

E. Public Comments

Mr. Robert Collver, a resident of Falls City, approached Council with a denied land use permit from August 1, 2017. Mr. Collver distributed packets of information to Council and staff (Exhibit B.) Renata Wakely, our City Planner contracted through Council of Governments (COG), had denied the building permit due to the site plan showing the proposed home built over underlying "old" subdivision plat lines. Lots could be consolidated and the permit could be approved.

Mayor Gordon suggested Mr. Collver come to the May 24, 2018 Land Use meeting to discuss the issue further. Renata Wakely will be in attendance and can address Mr. Collver in person.

F. New Business

A. Resolution 07-2018 CDBG Wastewater Grant Agreement

Falls City was awarded \$330,000.00 in grant funds from the Oregon Community Development Block Grant Program, which is administered by the Oregon Business Development Department.

A motion was made by Councilor D. Sickles and seconded by Councilor Lauder that the City Council of the City of Falls City adopt resolution 07-2018, A resolution approving an agreement between the City of Falls City and the Oregon Business Development Department for the work specified under the Community Development Block Grant Award. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn

B. Resolution 08-2018 Resolution COG Agreement to Assist in Administration of CDBG Award

A motion was made by Councilor D. Sickles and seconded by Councilor Lauder that the City Council of the City of Falls City adopt resolution 08-2018, A resolution approving an agreement between the City of Falls City and the

Mid-Willamette Valley Council of Governments for the work specified to manage the Community Development Block Grant award for upgrades to the wastewater system. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn

C. City Manager Contract

Councilor Drill was concerned with the cost of salary. The city has been extremely fortunate to have Mr. Ungricht as a volunteer for the past several years and another cannot be expected. Councilor D. Sickles pointed out it is a necessary cost to run a city. Councilor Drill requested information on total employee cost and stated she does not agree with the City Charter at all. (referring to the requirement for a City Administrator.) It was mentioned the title does not change with workload.

Mac Corthell addressed Council's concerns setting them at ease. He understands our City is financially challenged and we need to stretch our resources to serve citizens. He will bring compliance and structure, then assess if the city could manage with a City Recorder. Mr. Corthell pledged to inform Council should that time arrive.

A motion was made by Councilor Meier and seconded by Councilor D. Sickles that the City Council of Falls City authorize Mayor Gordon to sign the proposed contract between the City of Falls City and Macahan Corthell. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn

D. Resolution 09-2018 Backflow Contract (Exhibit A)

A motion was made by Councilor Drill and seconded by Councilor Meier that the City Council of the City of Falls City adopt resolution 09-2018, A resolution approving an contract between the City of Falls City and West Coast Cross Connection to provide testing services and minor repairs to backflow assemblies in the falls city municipal water system and authorized the Mayor to sign. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn

G. Correspondence, Comments and Ex-Officio Reports

A. Managers' Report

Mr. Ungricht is getting documents ready for Mr. Corthell to take over. There is currently three partition applications open. Mr. Ungricht thanked Council.

B. Mayor's Report

"I would like to devote this month's mayor's report to highlight the extensive work and accomplishments that have benefitted our community under the leadership of Terry Ungricht during his tenure as Mayor and City Manager of Falls City. Of course, any progress made during this time required the advice, deliberation, labor and partnership of many other people and organizations, including everyone here serving on the City Council and all involved deserve our gratitude. However, one of the qualities I have learned about Mr. Ungricht is that he would rather do just about anything than list his accomplishments.

Mr. Ungricht was elected by the citizens of Falls City to serve as Mayor in November of 2014 after serving on the City Council for several years. He was then selected to serve as City Manager in June of 2015, performing a very demanding dual role. To learn the varied and critical demands of City Management, Mr. Ungricht drew upon his many years of experience working as an engineer on the railroad, serving as a national lobbyist for his Union and its members and fighting for legislation to benefit seniors and other vulnerable populations. But it was truly his grit of character, his willingness to learn the job and implications of his decisions through detailed research, an ability to form networks within the Falls City citizenry and community leadership as well as with other government



and non-governmental organizations that earned him so much success. Perhaps most alarming is that he worked as a true volunteer saving the City and its citizens hundreds of thousands of dollars over the course of his tenure.

To get a feel for the breadth of successes under his leadership, I created the following list, which I am certain is vastly incomplete:

- Worked to secure and close the HEAL grant to rehabilitate the famous Falls City Stairs and provided his own and helped recruit volunteer labor to do the work.
- Served on the Parks, Recreation and Cemetery Committee, the Public Works Committee and the Budget Committee.
- Volunteered as the manager of the Falls City cemeteries.
- In cooperation with the negotiations team, helped negotiate and finalize a bulk water agreement with the Luckiamute Domestic Water Cooperative in 2015 that ensured a fair rate of pay into the Falls City water system benefiting all customers.
- Applied for and was granted a small cities allotment grant to repave South Main Street. He helped oversee and make sure the project was successful and done well at a competitive price.
- Secured IFA funding for a helped oversee the development of the Falls City Master Water Plan
- Volunteered for the annual Spring Clean events and many other community events.
- Secured FEMA and IFA grant funding for Dutch Creek Bridge crossing.
- Helped research and lead the development of a Code Enforcement Program.
- Underwent significant training to learn about Municipal infrastructure needs.
- Underwent successful budget audits in each year he prepared the City's budget. Served as a responsible steward of public monies and ensured proper contingency fund levels and other fund levels to earn favorable bond rating and make sure City departments were funded fairly and as best as they could be considering limited revenue.
- Secured and IGA with the Polk County Sheriff for limited City Code Enforcement
- Helped organize the Falls City Neighborhood Watch program.
- Worked with the Fire Department and Parks Committee to submit various grants for funding projects.
- Conducted an income survey on the 177 sewer system customers in order to qualify to apply for a CDBG grant to help fund a new wastewater system.

Again, this list is not meant to be exhaustive and does not include the many examples of day-to-day problem solving and services to citizens. On behalf of the City of Falls City, I want to express deep gratitude for Terry's service to our Community. We wish him a long and fruitful retirement and know that he will never stop working on the things he loves."

H. Council Announcements

Councilor Drill encouraged everyone to vote for the Fire Levy. She thanked Mr. Ungricht for his service.

Sheriff's Report

Sheriff Garton reported virtually no changes in law enforcement for Falls City. This fall the department will offering a program called "Citizen Academy" to educate them about the processes of the Sheriff's Department and give them a limited view of county government. It will be a tool to mitigate misconceptions, educate the public and reveal hardships the department faces. The department has been awarded four grants through Homeland Security for upgrades in several areas.

One grant will upgrade the radio system with Marion County. If Polk's system fails, Marion will cover and visa versa. Sheriff Garton added Falls City would benefit as well. There was a "Quazi" fire on Chamberlain. The resident set the fire and was caught in Dallas shortly after.

I. Adjourn

The meeting adjourned at 6:57 pm.

_____ Mayor, Jeremy Gordon

Attested: _____ City Clerk, JoHanna Birr

City of Falls City
City Council Special Session Meeting Minutes
May 24 6:00 PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Council Present: Mayor Jeremy Gordon, Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn

Staff Present: Renata Wakely, COG City Planner, Mac Corthell, City Manager, City Clerk, JoHanna Birr, City Clerk

Mayor Ungricht called the meeting to order at 6:03 pm.

1) Roll Call

Clerk Birr took roll call. Lori Jean Sickles left the room at 7:14 pm and returned at 7:14 pm. Jennifer Drill left the meeting at 6:45 pm.

2) Pledge of Allegiance

Mayor Gordon led the pledge.

3) Motion to adopt the entire Agenda

A motion was made by Councilor Meier and seconded by Councilor Flynn to adopt the entire agenda. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

The Agenda was rearranged to accommodate Renata Wakely's late arrival. Items 5 (five) through 12 (twelve) were moved to the end of the Agenda and the rest pushed forward. A recess was taken at 6:35 pm and the meeting reconvened at 7:01 pm.

4) Public Hearing: Frist required hearing on Library Closure in accordance with ORS 357.621

On November 9, 2017, the City Council of Falls City motioned to close the Wagner Public Library on August 31, 2018. Oregon State Law requires cities to follow ORS 357.621 when deciding to close a public library. This meeting is the first of the public hearing required by ORS 357.621. The second meeting requires by ORS 357.621 will be held August 23, 2018 at 6:00 pm at the Community Center. Notice in accordance with ORS 357.621 was completed as required.

Mayor calls public hearing open at 6:05 pm.

Mayor requests anyone wishing, to speak on the issue.

Brook Robertshaw of Oregon library Association (OLA) and their Legislative Committee from Corvallis, Oregon was present to speak. She read aloud a letter sent by Buzzy Nielsen, President of OLA. (Exhibit A) Ms. Robertshaw expressed sincere understanding of Council's difficult library closer last November and offered information on assistance in the future should Falls City find itself in a position to reopen Wagner Community Library.

Mayor closes the public hearing at 6:16 pm.

5) Mayor's Partition Script

Mayor Gordon read the script for Partition Application (1-B) Public Meetings aloud:

Now is the time set for public hearings to consider Three (3) Partition applications.

The first (1st) is for application #PAR-2018-01 at 239 Sheldon Ave., the second (2nd) is for application #PAR-2018-02 located on Montgomery street and the third (3rd) is application #PAR-2018-03 located on Bryant Street.

The Planning Commission is not able to act because of a lack of a quorum. Therefore, the Council must act as the Planning Commission for these three (3) applications. Is there a motion for the Council to act in place of the Planning Commission?

A motion was made by Councilor Meier and seconded by Councilor Flynn that the City Council of the City of Falls City act in place of the Planning Commission. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

Now we will proceed with the applications. Each application review will be conducted separately, but I will introduce the procedures for each application only once. We will start each application by receiving a staff report. When the staff report has been presented, Council can ask questions of staff and deliberate on the application.

As Partitions are considered, and processed as Type 1-B applications in the Falls City Zoning and Development Ordinance (FCZDO), they are considered Administrative Decisions where the City makes a decision in a public meeting based upon the application materials and staff report. Property owners within 100 feet of the subject properties were notified at least 14 days prior to this hearing and provided an opportunity to submit written comments or testimony for consideration by staff and Council. There is no public hearing or testimony. After Council has deliberated, we will need a motion to approve or deny each application separately.

Are there any questions among the Council about this process?
There were none.

Oregon Land Use Law also requires that the hearings body (City Council in this case) disclose conflicts of interest and ex-parte contacts that we have with the proposals or applicants- this is whether we have any financial or other personal interest in the proposal(s) and whether we have spoken with anybody about the proposal(s) outside of this public meeting. In addition, Councilors may only participate if they can do so without un-due bias either for or against either application.

Do any Councilors wish to make disclosures?
There were none.

6) Public Comments

Pamela Price of Falls City submitted a packet of information in opposition of Partition 2018-03. She was not present for comment. (Exhibit C)

7) Public Hearing: (PAR18-01) Partition 0.60 Acre Parcel At 239 Sheldon Ave. Into Two (2) Parcels of Approximately .030 Acres Each

Mayor Gordon:

I call on our City Planner Renata Wakeley to present the staff report for the application.

Ms. Wakely reviewed the application and found that it met all criteria. Ms. Wakely reviewed the application and found that it met all criteria.

8) Consider Adoption of the Staff report for PAR 18-01 and Authorize Mayor Gordon to Sign the Final Decision

A motion was made by Councilor D. Sickles and seconded by Councilor Meier to approve the staff report 2018-01, and to partition property identified as Tax Lot 2100 in to two (2) parcels as presented in the staff report, including the findings of fact. Motion carried. 5-0-0. Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

9) Public Hearing: (PAR 18-02) Partition the 0.60 Acre Parcel at 390 Montgomery St. Into Two (2) Parcels of Approximately 0.30 Acres Each

Mayor Gordon:

I call on our City Planner Renata Wakeley to present the staff report for the application.

Ms. Wakely reviewed the application and found that it met all criteria. Council requested demonstration of existing septic drain field and proposed partition line do not overlap in order to prevent any development violations. (Exhibit B)

Condition C was been modified after review of the site plan by Council. Condition C was amended to read:

The applicant or subsequent owner shall be responsible for extending water and sewer services to both parcels, if applicable. Construction of improvements and connection to water and sewer services shall comply with City Standards. If an on-site septic system is proposed and public works has confirmed sewer is not available within 300 feet of the subject properties, written approval of the proposed septic system for the new parcel(s) shall be required from Polk County. *Evidence of the existing septic and drain field shall also be submitted to the City and County prior to final plat recording to ensure additional violations are not created by the division.*

10) Consider adoption of the staff report for PAR 18-02 and authorize Mayor Gordon to sign the final decision

A motion was made by Councilor D. Flynn and seconded by Councilor L. Sickles to approve the staff report 2018-02, and to partition property identified as Tax Lot 4500 in to two (2) parcels as amended by Council. Motion carried. 5-0-0. Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

11) Public Hearing: (PAR 18-03) Partition the 1.24 Acre Parcel at Bryant St. between Ellis St. and East St. Into Three (3) Parcels of Approximately 18,000 Sq. Ft. Each

Mayor Gordon:

I call on our City Planner Renata Wakeley to present the staff report for the application.

Ms. Wakely reviewed the application and found that it met all criteria. Mr. McConnell requested an extension to complete the requirements. Council granted his request.

Condition F was amended to read: Prior to final plat approval, street improvements to existing streets adjacent to the subject properties shall be required at the time of land division. In lieu of street improvements, the City may allow the applicant to record a City approved "waiver of Rights to Remonstrate for Street and Public Utilities Improvements", *and all street improvements to the satisfaction of the City shall be required prior to any permit.*

Condition G was amended to read:

"Within Two (2) years of the final decision..." instead of 180 days.

12) Consider adoption of the staff report for PAR 18-03 and authorize Mayor Gordon to sign the final decision

A motion was made by Councilor L. Sickles and seconded by Councilor Meier to approve the staff report 2018-03, and to partition property identified as Tax Lot 0703 into three (3) parcels as amended by Council. Motion carried. 5-0-0. Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

13) New Business: Resolution 10-2018 Small City Allotment (SCA)

This resolution allows for an agreement to pave 5th Street and a small portion of Fair Oaks and request bids.

A motion was made by Councilor D. Sickles and seconded by Councilor Lauder that the City Council of the City of Falls City adopt resolution 10-2018, A RESOLUTION OF THE CITY COUNCIL OF FALLS CITY, OREGON AND THE STATE OF OREGON (DEPARTMENT OF TRANSPORTATION) FOR PAVING 5TH ST AS DESCRIBED IN RESOLUTION 16-2017. Motion carried: 5-0-0. Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn

14) Correspondence, Comments and Ex- Officio Reports

a) Mayor Report

The Old Dr.'s Office is focus of a grant submitted by Lynn Baily through the Falls City School District for \$30,000.00 and is hoped to be awarded. This would provide for students to be a part of the renovation process using a geometry and construction class.

b) Council Reports

None

The meeting adjourned at 9:00 pm.

_____ Mayor Jeremy Gordon

Attested: _____ City Clerk JoHanna Birr

AGENDA REPORT

TO: MAYOR AND COUNCIL
FROM: MAC CORTHELL, CITY MANAGER
SUBJECT: SUPPLEMENTAL BUDGET
DATE: 06/14/2018

SUMMARY

In order to comply with Oregon Local Budget Law some adjustments to the budget are required.

BACKGROUND

Oregon Public Budget Law requires that a city budget be balanced and that the agency will not spend more than budgeted. The law does allow provisions for adjustments for unforeseen revenues, or expenditures that would not have been known were needed at the time of the preparation of the budget.

The transactions within this supplemental budget include transactions to adjust the budget's Net Working Capital numbers to match the prior year ending fund balances from the audit and to make other adjustments to allow for certain expenditures.

Additionally, this supplemental budget was published in the Polk Itemizer Observer on 4/11/18. It was subjected to public notice and comment at a Budget Committee meeting (notice of which was published on 3/28/18 and 4/11/18).

PREVIOUS COUNCIL ACTION

The Council approved the 2017-2018 budget in June of 2017.

ALTERNATIVES/FINANCIAL IMPLICATIONS

The alternative is to not make the budget adjustments that have been presented and be in violation of Oregon Public Budget Law. This option is not desirable as there are legal penalties for violations. These penalties can be charged civilly to the individual or individuals causing the violation.

STAFF RECCOMENDATION

Staff recommends the City Council approve the resolution allowing the adjustments and making appropriations

ATTACHMENTS

Resolution 11-2018 Supplemental Budget No. 1
Exhibit A, Supplemental Budget
Exhibit B, Affidavit of Publication and Actual Publication of Supplemental Budget

PROPOSED MOTION

I move the City Council of the City of Falls City approve Resolution 11-2018, a resolution of the City Council of Falls City, Oregon authorizing appropriations amending the fiscal year 2017-2018 budget (Supplemental Budget No. 1).

RESOLUTION 11-2018

A RESOLUTION OF THE CITY COUNCIL OF FALLS CITY, OREGON AUTHORIZING APPROPRIATIONS AMENDING THE FISCAL YEAR 2017-2018 BUDGET (SUPPLEMENTAL BUDGET NO. 1)

Findings:

1. A Supplemental Budget is the appropriate mechanism to recognize sources of revenue that were unknown at the beginning of the fiscal year.
2. This Supplemental Budget makes adjustments to the net working capital of each fund to align the budget with the audit.
3. The Supplemental Budget makes adjustments allowing the budget to reflect actual net working capital figures, staffing expenses, grants, and changes in service contracts.
4. The Supplemental Budget public hearing was advertised (April 5, and April 12, 2018) and occurred on April 19, 2018.

NOW THEREFORE,

THE COMMON COUNCIL OF THE CITY OF FALLS CITY RESOLVES AS FOLLOWS:

Section 1. The City Council adopts Supplemental Budget 1 dated April 19, 2018 on file in the City located at City Hall 299 Mill Street, Falls City Oregon 97344.

Section 2. Appropriations are amended as outlined in Exhibit "A" and funds transferred as indicated.

Section 3. This Resolution was duly PASSED and ADOPTED by the Falls City Council and takes effect June 14, 2018.

Approved:

Date

Jeremy Gordon, Mayor

Attest:

Date

Mac Corthell, City Manager

NOTICE OF SUPPLEMENTAL BUDGET HEARING

A public hearing on a proposed supplemental budget for the City of Falls City, Polk County, State of Oregon for the Fiscal Year July 1, 2017 to June 30, 2018 will be held at 320 N Main, Falls City Oregon 97344. The hearing will take place April 19, 2018 at 6:30 pm. The purpose of the hearing is to discuss the supplemental budget with interested persons.

A copy of the supplemental budget may be inspected or obtained after April 12, 2018, at 299 Mill Street, Falls City, Oregon 97344 between the hours of 9 a.m. and 5:30 p.m. Major changes, if any, and their effect on the budget, are explained below.

Supplemental for 2017-2018 Budget #1

Fund	Fund Name	Category	2017-2018 Budget	Increase	Decrease	Revised 2017-2018 Net Budget	Change
1	General	Revenue	469,800	61,437	6,950	524,287	54,487
	Expenses	Personell Services	-	3,000	-	3,000	3,000
	Court	Materials and Services	21,400	-	3,000	18,400	(3,000)
	Fire	Personell Services	9,015	2,000	-	11,015	2,000
		Materials and Services	64,600	23,002	-	87,602	23,002
	Administration	Materials and Services	73,000	20,000	-	93,000	20,000
	Parks	Materials and Services	9,920	3,000	-	12,920	3,000
	Other	Other	70,815	6,485	-	77,300	6,485
11	Street	Revenue	456,000	10,630	-	466,630	10,630
		Materials and Services	353,350	10,630	-	363,980	10,630

13 Sewer	Revenue	247,520	10,432	-	257,952	10,432
	Other Contingency	38,920	10,432	-	49,352	10,432
20 Water Operating	Revenue	515,800	-	8,112	507,688	(8,112)
19 City Utility Reserve	Personel Services	98,000	39,292	-	137,292	39,292
	Other Contingency	47,404	-	47,404	47,404	(47,404)
	Revenue	306151	11594	0	317745	11594
	Other Contingency	241151	11594	0	252745	11594

Affidavit Of Publication

STATE OF Oregon

ss.

County of Polk

I, Emily Mentzer, being

first duly sworn, depose and say I am the EDITOR

of the Polk County Itemizer-Observer, a newspaper of general circulation as defined by ORS 193.010 and 193.020, printed and published at Dallas in the aforesaid county and state; that the Supplmtl Bdgt Hrg

_____, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for _____ successive and consecutive weeks in the following issues: _____
04/11/18

Emily Mentzer

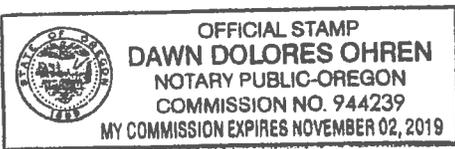
Subscribed and sworn to before me this April 11, 2018

Dawn Dolores Ohren

Notary Public for Oregon

(My Commission Expires November 2, 2019)

Polk County Itemizer-Observer
147 SE Court St, Dallas, OR 97338



NOTICE OF SUPPLEMENTAL BUDGET HEARING

A public hearing on a proposed supplemental budget for the City of Falls City, Polk County, State of Oregon for the Fiscal Year July 1, 2017 to June 30, 2018 will be held at 320 N Main, Falls City Oregon 97344. The hearing will take place April 19, 2018 at 8:30 pm. The purpose of the hearing is to discuss the supplemental budget with interested persons.

A copy of the supplemental budget may be inspected or obtained after April 12, 2018, at 299 Mill Street, Falls City, Oregon 97344 between the hours of 9 a.m. and 5:30 p.m. Major changes, if any, and their effect on the budget, are explained below.

Supplemental for 2017-2018 Budget #1

Fund	Fund Name	Category	2017-2018 Budget	Increase	Decrease	Revised 2017-2018 Budget	Net Change
1	General	Revenue	469,800	61,437	6,950	524,287	54,487
	Expenses						
	Court	Personell Services	-	3,000	-	3,000	3,000
		Materials and Services	21,400	-	3,000	18,400	(3,000)
	Fire	Personell Services	9,015	2,000	-	11,015	2,000
		Materials and Services	64,600	23,002	-	87,602	23,002
	Administration	Materials and Services	73,000	20,000		93,000	20,000
	Parks	Materials and Services	9,920	3,000	-	12,920	3,000
	Other	Other	70,815	6,485	-	77,300	6,485
11	Street	Revenue	456,000	10,630	-	466,630	10,630
		Materials and Services	353,350	10,630	-	363,980	10,630
13	Sewer	Revenue	247,520	10,432	-	257,952	10,432
		Other Contingency	38,920	10,432	-	49,352	10,432
20	Water Operating	Revenue	515,800	-	8,112	507,688	(8,112)
		Personel Services	98,000	39,292	-	137,292	39,292
		Other Contingency	47,404	-	47,404	47,404	(47,404)
19	City Utility Reserve	Revenue	306151	11594	0	317745	11594
		Other Contingency	241151	11594	0	252745	11594

(Apr. 11, 2018)

NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the Perrydale School District 21, Polk, State of Oregon, to
(District name) (County)

discuss the budget for the fiscal year July 1, 20 18 to June 30, 20 19, will be held at 7445 Perrydale Road, Amity, OR 97101
(Location)

The meeting will take place on 23th day of April, 2018 at 6:00 a.m. p.m. The purpose of the meeting is to
(Date)

receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected

or obtained on or after April, 09, 2018 at 7445 Perrydale Rd. Amity, OR, between the hours of
(Date) (Location)

8:00 a.m. p.m. and 4:00 a.m. p.m.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

(Mar. 28 and Apr. 11, 2018)

AGENDA REPORT

TO: COUNCIL
FROM: CITY MANAGER MAC CORTHELL
SUBJECT: BUDGET ADOPTION
DATE: JUNE 14, 2018

SUMMARY

Oregon Local Budget Law requires cities to adopt a balanced budget in order to spend public resources.

BACKGROUND

The Falls City Budget Committee comprised of 6 residents and the City Council including the Mayor met to receive the budget message and deliberate on the proposed budget. The Budget Committee approved the budget and recommended it to the City Council for adoption. As a part of this process cities are required to hold 2 public hearings on State Revenue sharing to receive comments and requests from the public on the use of shared revenues.

PREVIOUS COUNCIL ACTION

The members of the Budget Committee recommended the budget for adoption. As members of the Budget Committee the City held the first State Revenue Sharing public hearing at the Budget Committee Meeting on April 19, 2018.

ALTERNATIVES/FINANCIAL IMPLICATIONS

Failure to adopt a budget before July 1, 2018 would render the City unable to operate.

STAFF RECCOMENDATION

Staff recommends the City Council adopt the Fiscal year 2018-2019 budget as recommended by the Budget Committee.

EXHIBIT

- A) Resolution 12-2018 Fiscal Year 2018-2019 Budget
- B) Budget work sheet
- C) LB 1

PUBLIC HEARING

This public hearing is an opportunity for any member of the public to comment on or make requests regarding how State Revenue Sharing Funds will be spent in the 2018-2019 Fiscal Year beginning July 1, 2018. State Revenue Sharing funds are a share of certain revenues of the State Oregon that shall be apportioned among and distributed to the cities of this state for general purposes.

I will open the public hearing for State Revenue Sharing at _____pm.

Public Comments:

I will close the public hearing for State revenue sharing at _____ pm.

(Motion next page)

PROPOSED MOTION

I move the City Council of the City of Falls City approve Resolution 12-2018 appropriating taxes at the rate of \$2.9202 per \$1,000 of assessed value and adopt the Fiscal Year 2017-2018 budget in the amount of \$2,504,500.00.

RESOLUTION 12-2018

A RESOLUTION OF THE CITY COUNCIL OF FALLS CITY, OREGON DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES, ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND LEVYING TAXES FOR THE CITY OF FALLS CITY, OREGON FOR FISCAL YEAR 2018-2019

Findings:

1. There is a need to elect to receive state revenues in order to receive them.
2. Oregon Local Budget Law requires a budget be adopted in order for the City to expend public funds.
3. The Falls City Budget Committee has approved the budget and referred it to the City Council for adoption.

NOW THEREFORE, the City of Falls City resolves as follows:

Section 1. Pursuant to ORS 221.770, the City hereby elects to receive state revenues for fiscal year 2018-2019

Section 2. A public hearing before the Budget Committee was held on April 19, 2018 and a public hearing before the City Council was held on June 14, 2018 giving citizens an opportunity to comment on use of State Revenue Sharing.

Section 3. The City Council adopts the budget approved at the Budget Hearing on April 19, 2018 now on file in the office of the City located at City hall, 299 Mill Street falls City, Oregon in the sum of \$2,504,500.00

Section 4. The City of Falls City hereby imposes the taxes provided for in the adopted budget at the rate of \$2.9202 per \$1,000 of assessed value for operations and that these taxes are hereby imposed and categorized for tax year 2017-2018 upon the assessed value of all taxable property within the district.

Subject to General Government Limitation	Excluded from Limitation
Permanent Rate Levy \$2.9202 per \$1,000	\$0

Section 5. The amounts for the fiscal year beginning July 1, 2017, for all the purposes shown are hereby appropriated as follows:

General Fund	
City Council	\$1,450
Court	\$19,450
Fire	\$76,800
Administration	\$276,000
Parks and Cemeteries	\$10,450
Other/ Debt	\$85,150
Water Fund	
Personnel Services	\$124,000

Materials and Services	\$116,100
Capital	\$22,000
Debt	\$65,000
Transfers and Allocations	\$75,000
Contingency	\$78,900
Sanitary Sewer Fund	
Personnel Services	\$85,000
Materials and Services	\$99,000
Capital	\$345,000
Contingency	\$61,000
Street Fund	
Materials and Services	\$421,400
Capitol	\$20,000
Contingency	\$21,600
Community Development Revolving Loan Fund	
Materials and Services	\$37,500
Contingency	\$52,100
Wagner Library Reserve Fund 80%	
Materials and Services	\$24,000
Contingency	\$17,600
City Utility Reserve Fund	
Capital	\$80,000
Contingency	\$248,000
Fire Equipment/Operations Levy	
Materials and Services	\$27,000
Transfers and Allocations	\$15,000
TOTAL APPROPRIATIONS, All Funds	\$ 2,504,500.00
Total Reserved, Unappropriated, All Funds	\$ 0
TOTAL ADOPTED BUDGET	\$ 2,504,500.00

Section 6. The City Mayor hereby is authorized to certify to the County Clerk and the County Assessor of Polk County, Oregon the tax levy made by this Resolution, which will be filed with the State Treasurer and the Division of Audits of the Secretary of State, and that this is a true copy of the Budget as finally adopted.

Introduced and adopted June 14, 2018:

Date

Jeremy Gordon, Mayor

Attest:

Date

Mac Corthell, City Manager

General Fund

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018		Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
Resources						
Non Departmental						
161,131	233,921	205,000	Beginning Fund Balance	210,000	210,000	210,000
6,418	13,325	10,000	Interest	14,000	14,000	0
13,655	14,285	14,000	OLCC	15,000	15,000	
6,750	11,213	9,000	Revenue Share	7,500	7,500	
1,164	1,283	1,100	Cigarette Tax	1,100	1,100	
-	-	-	911 tax			
107,755	110,750	104,000	Property Tax - Current	108,000	108,000	
-	-	1,000	Property Tax - Prior Year	1,000	1,000	
1,015	1,125	400	Lien Search	500	500	0
1,402	1,988	1,200	Licenses and Fees	1,200	1,200	0
142	347	200	Copies and Faxes	50	50	0
210	140	50	Parks User fees	50	50	0
50	250	-	Community Center Use Fee	200	200	0
-	-	-	Nuisance Fines			
1,904	1,223	600	Business License Permits	600	600	0
1,994	6,358	2,000	Planning Permits	1,000	1,000	0
22,400	22,400	21,000	Rural Fire	-	-	
44,245	44,492	35,000	Electric-Franchise Fees Pacific Power	35,000	35,000	0
-	79		Electric -Franchise Fees Consumer Power	-	-	
2,839	3,008	2,600	Garbage-Franchise Fees Republic	3,000	3,000	0
4,199	6,578	4,000	Cable-Franchise Fees Charter	5,000	5,000	0
-	1,732		Phone-Franchise Fees Quest			
1,000	-	-	Planning Grants			
-	-	-	Reimbursements			
610	520	150	Parks Donations	-	-	0
5,136	14,516	-	Donations	100	-	0
2,580	76,500	-	Miscellaneous	1,000	1,000	0
		8,500	Intergovernmental Grants			
		-	Transfer from Fire Levy	15,000	15,000	
70,180	-	-	Transfer From Library Reserve			
50,000	50,000	50,000	Allocated Revenue	50,000	50,000	-
-	-		Transfer in' per Audited Financial Statement			
-	-		Adjust to Audited Financial Statement		-	-
345,648	382,112	264,800	Non-Departmental Revenue	259,300	259,300	-
506,779	616,033	469,800	Total Resources	469,300	469,300	210,000
Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Requirements	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
City Council						
-	-	250	Operational Supplies	250	250	
490	310	800	Council Projects	800	800	
-	83	300	Education/Training/Dues	300	300	
-	-	100	Reimbursable Expense	100	100	-
-	-	-	Adjust to Audited Financial Statement			-
490	393	1,450	Program Total	1,450	1,450	-
Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Library	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019

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City of Falls City
2018-2019 Budget

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018		Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	Full Time Equivalent Employees	-	-	-
-	-	-	- Salaried	-	-	-
-	-	-	- Benefits	-	-	-
-	-	-	- Employer Costs	-	-	-
-	-	-	PERSONNEL SERVICES	-	-	-
-	-	-	- Operational Supplies	-	-	-
49,777	45,646	-	- Professional Services	-	-	-
-	-	-	- Utilities	-	-	-
-	-	-	- Miscellaneous	-	-	-
-	-	-	- Adjust to Audited Financial Statement	-	-	-
<u>49,777</u>	<u>45,646</u>	-	MATERIALS AND SERVICES	-	-	-
<u>49,777</u>	<u>45,646</u>	-	Program Total	-	-	-
Actual	Actual	Adopted	Court	Proposed	Approved	Adopted
2015-2016	2016-2017	2017-2018	Full Time Equivalent Employees	2018-2019	2018-2019	2018-2019
<u>0.20</u>	<u>0.20</u>	-		<u>0.20</u>	-	-
-	-	-	- Salaried	8,500	8,500	-
128	66	-	- Employer Costs	200	200	-
<u>128</u>	<u>66</u>	-	PERSONNEL SERVICES	<u>8,700</u>	<u>8,700</u>	-
-	-	1,000	Operational Supplies	500	500	-
13	-	-	- Utilities	-	-	-
-	-	400	Education/Training/Dues	250	250	-
399	348	20,000	Professional Services	10,000	10,000	-
-	-	-	- Uniforms & Protective Gear	-	-	-
-	-	-	- Adjust to Audited Financial Statement	-	-	-
<u>412</u>	<u>348</u>	<u>21,400</u>	MATERIALS AND SERVICES	<u>10,750</u>	<u>10,750</u>	-
<u>540</u>	<u>414</u>	<u>21,400</u>	Program Total	<u>19,450</u>	<u>19,450</u>	-
Actual	Actual	Adopted	Fire	Proposed	Approved	Adopted
2015-2016	2016-2017	2017-2018	Full Time Equivalent Employees	2018-2019	2018-2019	2018-2019
<u>0.1</u>	<u>0.1</u>	<u>0.1</u>		<u>0.1</u>	<u>0.1</u>	<u>0.1</u>
4,800	4,800	4,200	Salaried	4,800	4,800	-
11,099	4,507	4,815	Employer Costs	4,900	4,900	-
<u>15,899</u>	<u>9,307</u>	<u>9,015</u>	PERSONNEL SERVICES	<u>9,700</u>	<u>9,700</u>	-
874	3,915	4,000	Operational Supplies	4,000	4,000	-
5,805	10,056	15,000	Equipment - O&M	12,000	12,000	-
2,131	860	4,500	Building - O&M	3,000	3,000	-
10,971	12,005	12,500	Utilities	13,000	13,000	-
18	155	500	Education/Training/Dues	500	500	-
5,170	5,090	-	Insurance	4,800	4,800	-
180	1,416	5,000	Professional Services	5,000	5,000	-
-	-	1,000	Uniforms & Protective Gear	500	500	-
16,468	16,778	17,000	Intergovernmental Services	15,000	15,000	-
-	-	-	Equipment	1,000	1,000	-
-	484	2,000	Miscellaneous	1,500	1,500	-
-	-	3,100	Assistance to Firefighters Grant	6,800	6,800	-
-	-	-	- Adjust to Audited Financial Statement	-	-	-
<u>41,617</u>	<u>50,759</u>	<u>64,600</u>	MATERIALS AND SERVICES	<u>67,100</u>	<u>67,100</u>	-
5,368	5,000	5,000	Fire Truck Loan Principal	-	-	-

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City of Falls City
2018-2019 Budget

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018		Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
-	225	600	Fire Truck Loan Interest	-	-	-
5,368	5,225	5,600	DEBT SERVICE	-	-	-
62,884	65,291	79,215	Program Total	76,800	76,800	-
Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Administration	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
2.0	2.0	2.0	Full Time Equivalent Employees	2.5	2.5	2.5
60,231	66,165	130,000	Salaried	120,000	120,000	
20,828	30,214	60,000	Benefits	54,000	54,000	
7,835	5,442	24,000	Employer Costs	14,000	14,000	-
88,894	101,821	214,000	PERSONNEL SERVICES	188,000	188,000	-
5,197	8,172	5,500	Operational Supplies	6,000	6,000	
1,262	619	3,000	Equipment - O&M	2,500	2,500	
3,104	1,726	4,000	Building Maintenance and Repair	4,000	4,000	
7,529	8,141	9,000	Utilities	9,000	9,000	
5,879	5,181	6,500	Education/Training/Dues	6,500	6,500	
37,010	45,414	45,000	Professional Services	60,000	60,000	
62	850		Council Projects			-
-	2,281	-	Adjust to Audited Financial Statement	-	-	-
60,043	72,384	73,000	MATERIALS AND SERVICES	88,000	88,000	-
148,937	174,205	287,000	Program Total	276,000	276,000	-
Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Parks and Cemeteries	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
-	680	2,000	3rd of July	1,200	1,150	
158	617	1,000	Operational Supplies	1,000	1,000	
666	856	1,000	Equipment - O&M	1,000	1,000	
83	83	1,000	Building - O&M	1,000	1,000	
			Park Donations	-		
2,985	2,593	2,500	Utilities	3,500	3,500	
2,108	2,671	2,200	Professional Services	2,500	2,500	
-	-		Uniforms & Protective Gear			
-	-		Education/Training /Dues			
510	198	220	Worker Comp Insurance	250	250	-
6,510	7,698	9,920	Program Total	10,450	10,450	-
Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Other	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
-	-	-	Building and Improvements			
-	-	-	Equipment- Operations			
-	-	-	Capital	-	-	-
1,953	-	1,950	Revolving Loan Principal	1,950	1,950	
565	-	575	Revolving Loan Interest	575	575	
-	-	2,242	M/H Park Loan Principal	1,686	1,686	
-	-	-	M/H Park Loan Interest	556	556	-
2,518	-	4,767	Debt	4,767	4,767	-
-	-	-	Allocated Expense - Water Fund			
-	-	-	Allocated Expense - Sewer Fund			
-	-	-	Allocated Expense - Street Fund	-	-	-
-	-	-	Allocated Expense - General Fund	-	-	-
-	-	-	Transfers	-	-	-

City of Falls City
2018-2019 Budget

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018		Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
-	-	1,250	Reserved For Cemetery Land Purchase	3,000	3,000	
-	-	64,798	Contingency	77,383	77,383	
-	-	-	Unappropriated Fund Balance	-	-	-
-	-	<u>66,048</u>	Ending Fund Balance	<u>80,383</u>	<u>80,383</u>	-
<u>271,656</u>	<u>293,647</u>	<u>469,800</u>	Total Requirements	<u>469,300</u>	<u>469,300</u>	-
(235,123)	(322,386)	-		-	-	(210,000)

City of Falls City
2018-2019 Budget

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018		Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
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Water Fund

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Resources	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
<u>207,417</u>	<u>257,407</u>	<u>230,000</u>	Beginning Fund Balance	<u>190,000</u>	<u>190,000</u>	<u>190,000</u>
-	-	-	Interest	-	-	
289,515	279,835	270,000	Water	275,000	275,000	
4,281	4,426	5,000	Late Fees	5,000	5,000	
10,956	10,985	10,800	Backflow Testing Fee	11,000	11,000	
-	-		Intergovernmental Grants			
60,000	-	-	Transfer from Utility Reserve Fund	-	-	
-	-	-	Transfer from Water Debt	-	-	
-	-	-	Transfer from Equipment Fund	-	-	
-	-	-	Allocated Revenue	-	-	
-	7,631	-	Adjust to Audited Financial Statement	-	-	-
<u>364,752</u>	<u>302,877</u>	<u>285,800</u>	Revenue	<u>291,000</u>	<u>291,000</u>	-
<u>572,169</u>	<u>560,284</u>	<u>515,800</u>	Total Resources	<u>481,000</u>	<u>481,000</u>	<u>190,000</u>
Requirements						
<u>1.0</u>	<u>1.0</u>	<u>1.25</u>	FTE	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
41,265	47,228	58,000	Salaried	65,000	65,000	
-	-	-	Overtime	-	-	
22,342	24,075	25,000	Benefits	49,000	49,000	
7,500	5,021	15,000	Payroll Tax	10,000	10,000	-
<u>71,107</u>	<u>76,324</u>	<u>98,000</u>	PERSONNEL SERVICES	<u>124,000</u>	<u>124,000</u>	-
22,489	28,623	30,000	Operational Supplies	30,000	30,000	
11,461	14,245	16,000	Equipment - O&M	16,000	16,000	
770	1,910	1,500	Education/Training/Dues	3,000	3,000	
55,062	59,720	80,000	Professional Services	60,000	60,000	
4,314	4,674	6,000	Utilities	4,800	4,800	
208	273	1,500	Uniforms & Protective Gear	1,500	1,500	
130	1,500	250	Utility Rebates & Incentives	300	300	
-	236	200	Miscellaneous	500	500	
-	-	-	Adjust to Audited Financial Statement	-	-	-
<u>94,434</u>	<u>111,181</u>	<u>135,450</u>	MATERIALS AND SERVICES	<u>116,100</u>	<u>116,100</u>	-
<u>165,541</u>	<u>187,505</u>	<u>233,450</u>	Water Program	<u>240,100</u>	<u>240,100</u>	-
1,885	3,395	12,000	Building & Improvements - Oper	12,000	12,000	
1,905	23	10,000	Equipment - Operations	10,000	10,000	-
-	-		Grant Project			-
<u>3,790</u>	<u>3,418</u>	<u>22,000</u>	Capital	<u>22,000</u>	<u>22,000</u>	-
21,799	20,860	20,860	Water Bond Principal	50,000	50,000	
43,674	44,613	44,613	Water Bond Interest	15,000	15,000	-
<u>65,473</u>	<u>65,473</u>	<u>65,473</u>	Debt	<u>65,000</u>	<u>65,000</u>	-
50,000	50,000	50,000	Allocated Expense - General Fund	50,000	50,000	
20,000	20,000	20,000	Allocated Expense - Sewer	20,000	20,000	
10,000	12,000	12,000	Allocated Expense - Street Fun	10,000	10,000	-

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City of Falls City
2018-2019 Budget

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018		Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
<u>80,000</u>	<u>82,000</u>	<u>82,000</u>	Transfers	<u>80,000</u>	<u>75,000</u>	-
-	-	47,404	Contingency	8,900	13,900	-
65,473	65,473	65,473	Reserved for Water Debt	65,000	65,000	-
-	-	-	Ending Fund Balance, unrestricted	-	-	-
-	-	<u>112,877</u>	Ending Fund Balance	<u>73,900</u>	<u>78,900</u>	-
<u>314,804</u>	<u>338,396</u>	<u>515,800</u>	Total Requirements	<u>481,000</u>	<u>481,000</u>	-
	<u>221,888</u>	-		-	-	<u>190,000</u>

Sanitary Sewer Fund

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Resources	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
<u>70,595</u>	<u>98,628</u>	<u>123,000</u>	Beginning Fund Balance	<u>135,000</u>	<u>135,000</u>	<u>135,000</u>
102,888	105,221	104,520	Sewer Fees	105,000	105,000	-
-	-	-	Interest	-	-	-
5,647	4,426	5,000	Late Fees	5,000	5,000	-
-	2,820	-	Miscellaneous	-	-	-
-	2,360	-	Intergovernmental Grants	330,000	330,000	-
-	-	-	Transfer From Utility Reserve Fund	-	-	-
-	-	-	Transfer from Equipment Fund	-	-	-
20,000	20,000	15,000	Allocated Revenue	15,000	15,000	-
-	-	-	Adjust to Audited Financial Statement	-	-	-
<u>128,535</u>	<u>134,827</u>	<u>124,520</u>	Revenue	<u>455,000</u>	<u>455,000</u>	-
<u>199,130</u>	<u>233,455</u>	<u>247,520</u>	Total Resources	<u>590,000</u>	<u>590,000</u>	<u>135,000</u>
			Requirements			
<u>1.0</u>		<u>1.25</u>	FTE	<u>1.5</u>	<u>1.5</u>	<u>1.5</u>
36,282	38,871	49,500	Salaried	50,000	50,000	-
19,446	18,672	23,000	Benefits	28,000	28,000	-
5,050	3,326	7,000	Payroll Tax	7,000	7,000	-
<u>60,778</u>	<u>60,869</u>	<u>79,500</u>	PERSONNEL SERVICES	<u>85,000</u>	<u>85,000</u>	-
5,721	2,033	11,000	Operational Supplies	12,000	12,000	-
5,918	2,959	10,000	Equipment - O&M	12,000	12,000	-
122	-	600	Education/Training/Dues	2,000	2,000	-
4,399	4,977	6,500	Utilities	6,500	6,500	-
23,077	20,265	25,000	Professional Services	30,000	30,000	-
-	88	500	Uniforms & Protective Gear	500	500	-
-	8,694	20,000	Tank Pumping	35,000	35,000	-
120	137	500	Miscellaneous	1,000	1,000	-
-	-	-	Adjust to Audited Financial Statement	-	-	-
<u>39,357</u>	<u>39,153</u>	<u>74,100</u>	MATERIALS AND SERVICES	<u>99,000</u>	<u>99,000</u>	-
<u>100,135</u>	<u>100,022</u>	<u>153,600</u>	Sanitary Sewer Program	<u>184,000</u>	<u>184,000</u>	-
366	-	5,000	Equipment - Operations	15,000	15,000	-
-	-	50,000	Grant Project	330,000	330,000	-
<u>366</u>	-	<u>55,000</u>	Capital	<u>345,000</u>	<u>345,000</u>	-
-	-	-	Transfer to Sewer Debt	-	-	-
-	-	-	Allocated Expense - General Fund	-	-	-
-	-	-	Allocated Expense - Water Fund	-	-	-

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City of Falls City
2018-2019 Budget

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018		Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
-	-	-	Transfers	-	-	-
21,849	-	38,920	Contingency	61,000	61,000	-
-	-	-	Ending Fund Balance, unrestricted	-	-	-
-	-	38,920	Ending Fund Balance	61,000	61,000	-
100,501	100,022	247,520	Total Requirements	590,000	590,000	-
98,629	133,433	-		-	-	135,000

Streets and Pathway Fund

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Resources	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
38,264	79,641	140,000	Beginning Fund Balance	90,000	90,000	-
56,323	56,925	54,000	State Gas Tax	63,000	63,000	-
-	50,000	-	Small City Allotment Grant	50,000	50,000	-
-	65,080	250,000	FEMA Grant	250,000	250,000	-
-	-	-	Transfer from General Fund	-	-	-
-	-	-	Transfer from Equipment Fund	-	-	-
10,000	12,000	12,000	Allocated Revenue	10,000	10,000	-
66,323	184,005	316,000	Revenue	373,000	373,000	-
104,587	263,646	456,000	Total Resources	463,000	463,000	-
			Requirements			
7,934	8,832	15,000	Operational Supplies	14,000	14,000	-
2,520	10,554	8,000	Equipment - O&M	8,000	8,000	-
7,446	7,594	9,000	Utilities	9,000	9,000	-
-	51,129	-	Small City Allotment grant	85,000	85,000	-
-	24,472	290,000	Fema Grant	280,000	280,000	-
-	-	-	Education/Training/Dues	-	-	-
4,549	4,346	30,000	Professional Services	24,000	24,000	-
-	88	500	Uniforms & Protective Gear	500	500	-
27	-	-	Miscellaneous	-	-	-
1,870	728	850	Workers Comp Insurance	900	900	-
24,346	107,743	353,350	Streets & Pathway Program	421,400	421,400	-
600	5,273	-	Building & Improvements - Oper	-	-	-
-	-	65,000	Equipment -fund	20,000	20,000	-
600	5,273	65,000	Capital	20,000	20,000	-
-	-	-	Allocated Expense -General Fund	-	-	-
-	-	-	Allocated Expense -Water Fund	-	-	-
-	-	-	Allocated Expense -Sewer Fund	-	-	-
-	-	-	Transfers	-	-	-
-	-	37,650	Contingency	21,600	21600	-
-	-	-	Ending Fund Balance, unrestricted	-	-	-
-	-	37,650	Ending Fund Balance	21,600	21,600	-
24,946	113,016	456,000	Total Requirements	463,000	463,000	-
79,641	150,630	-		-	-	-

Community Development Fund

City of Falls City
2018-2019 Budget

Actual 2015-2016 Actual 2015-2016	Actual 2016-2017 Actual 2016-2017	Adopted 2017-2018 Adopted 2017-2018		Proposed 2018-2019 Proposed 2018-2019	Approved 2018-2019 Approved 2018-2019	Adopted 2018-2019 Adopted 2018-2019
78,545	164,119	137,434	Resources			
			Beginning Fund Balance	80,000	80,000	-
-	-	236	Interest	600	600	-
-	8,263	2,283	Interest- Revolving Loan	9,000	9,000	-
-	-	5,983	Principal			
85,574	146,185		Miscellaneous		-	-
85,574	154,448	8,502	Revenue	9,600	9,600	-
164,119	318,567	145,936	Total Resources	89,600	89,600	-
			Requirements			
-	8,005	1,628	Professional Services	2,500	2,500	-
-	218,677	33,559	Loans/ Obligations	35,000	35,000	-
-	-	-	Grants Funded	-	-	-
-	226,682	35,187	Community Development Program	37,500	37,500	-
-	-	-	Contingency	-	-	-
164,119	-	110,749	Ending Fund Balance, unrestricted	52,100	52,100	-
164,119	-	110,749	Ending Fund Balance	52,100	52,100	-
164,119	226,682	145,936	Total Requirements	89,600	89,600	-
-	(91,885)	-		-	-	-

Utility Reserve Fund

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018		Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
304,145	242,531	260,000	Resources			
			Beginning Fund Balance	280,000	280,000	-
-	-	-	Interest			
38,014	48,892	46,151	Utility Capital improvement Fee	48,000	48,000	-
16	-	-	Utility Users Late Fee	-	-	-
-	-	-	Transfer from Equipment Fund	-	-	-
38,030	48,892	46,151	Revenue	48,000	48,000	-
342,175	291,423	306,151	Total Resources	328,000	328,000	-
			Requirements			
22,108	13,614	40,000	Water Projects	50,000	50,000	-
17,520	6,215	25,000	Wastewater Projects	30,000	30,000	-
16	-	-	Equipment -Operations	-	-	-
39,644	19,829	65,000	Capital	80,000	80,000	-
-	-	-	General Fund Transfer			
60,000	-	-	Transfer to Water Fund	-	-	-
-	-	-	Transfer to Sewer Fund	-	-	-
60,000	-	-	Transfers	-	-	-
-	-	241,151	Contingency	248,000	248,000	-
242,530	271,594	-	Fund Balance Ending	-	-	-
242,530	271,594	241,151	Ending Fund Balance	248,000	248,000	-
342,174	291,423	306,151	Total Requirements	328,000	328,000	-
1	-	-		-	-	-

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City of Falls City
2018-2019 Budget

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018		Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
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Wagner Reserve 80% Fund

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Resources	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
<u>124,773</u>	<u>54,593</u>	<u>54,593</u>	Beginning Fund Balance	<u>41,600</u>	<u>41,600</u>	-
-	-	-	- Interest			
-	-	34,635	Miscellaneous			
-	-	<u>34,635</u>	Transfer from Wagner Trust 20%		-	-
-	-	<u>34,635</u>	Revenue	-	-	-
<u>124,773</u>	<u>54,593</u>	<u>89,228</u>	Total Resources	<u>41,600</u>	<u>41,600</u>	-
			Requirements			
-	-	60,000	Professional Services	24,000	24,000	-
70,180	-	-	Transfer to General Fund	-	-	-
<u>70,180</u>	-	-	Transfers	-	-	-
-	-	29,228	Contingency	17,600	17,600	-
54,593	54,593	-	Fund Balance Ending	-	-	-
<u>54,593</u>	<u>54,593</u>	<u>29,228</u>	Ending Fund Balance	<u>17,600</u>	<u>17,600</u>	-
<u>124,773</u>	<u>54,593</u>	<u>89,228</u>	Total Requirements	<u>41,600</u>	<u>41,600</u>	-

Fire equipment/operations levy

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Resources	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
-	-	-	Beginning Fund Balance	-	-	-
-	-	-	- Property tax levy	42,000	42,000	
-	-	-	Miscellaneous			
-	-	-	Revenue	42,000	42,000	-
-	-	-	Total Resources	<u>42,000</u>	<u>42,000</u>	-
			Requirements			
-	-	-	Equipment	27,000	27,000	-
-	-	-	Transfer to General Fund	15,000	15,000	-
-	-	-	Transfers	-	-	-
-	-	-	Contingency	-	-	-
-	-	-	Fund Balance Ending	-	-	-
-	-	-	Ending Fund Balance	-	-	-
-	-	-	Total Requirements	<u>42,000</u>	<u>42,000</u>	-

Changes to Budget per Budget Committee
Added Park Donations in Revenue
Added Park Donations in Parks Fund
Removed \$5,000, allocated revenue in water to sewer, moved to contingency

Closed Funds

Wagner Reserve 20% Fund

33

City of Falls City
2018-2019 Budget

Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018		Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
Actual 2015-2016	Actual 2016-2017	Adopted 2017-2018	Resources	Proposed 2018-2019	Approved 2018-2019	Adopted 2018-2019
<u>34,653</u>	<u>34,635</u>	<u>34,635</u>	Beginning Fund Balance	-	-	-
-	-	-	- Interest	-	-	-
-	-	-	- Miscellaneous	-	-	-
-	-	-	- Revenue	-	-	-
<u>34,653</u>	<u>34,635</u>	<u>34,635</u>	Total Resources	<u>-</u>	<u>-</u>	<u>-</u>
			Requirements			
-	-	-	- Building Improvement-Ops	-	-	-
-	-	34,635	- Transfer to Wagner Reserve 80%	-	-	-
-	-	<u>34,635</u>	Capital	-	-	-
-	-	-	- Contingency	-	-	-
34,635	34,635	-	- Fund Balance Ending	-	-	-
<u>34,635</u>	<u>34,635</u>	-	Ending Fund Balance	<u>-</u>	<u>-</u>	<u>-</u>
<u>34,635</u>	<u>34,635</u>	<u>34,635</u>	Total Requirements	<u>-</u>	<u>-</u>	<u>-</u>
				-	-	-

34

A public meeting of the City of Falls City will be held on June 14, 2018 at 6:00 pm at 320 North Main Street, Falls City, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2018 as approved by the Falls City Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 299 Mill Street, Falls City, Oregon between the hours of 10:00 a.m. and 5:00 p.m. or online at fallscityoregon.gov. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Terry ungricht

Telephone: (503)787-3631

Email: manager@fallscityoregon.gov

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2016-2017	Adopted Budget 2017-2018	Approved Budget 2018-2019
Beginning Fund Balance/Net Working Capital	1,165,475	1,184,662	1,026,600
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	530,079	509,671	508,300
Federal, State and all Other Grants, Gifts, Allocations and Donations	300,047	336,600	716,600
Revenue from Bonds and Other Debt	0	8,266	42,000
Interfund Transfers / Internal Service Reimbursements	82,000	111,635	90,000
All Other Resources Except Current Year Property Taxes	183,536	10,236	12,000
Current Year Property Taxes Estimated to be Received	110,750	104,000	109,000
Total Resources	2,371,887	2,265,070	2,504,500

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	249,311	400,515	415,400
Materials and Services	666,241	828,457	945,250
Capital Outlay	100,863	207,000	424,500
Debt Service	81,928	75,840	69,767
Interfund Transfers	82,000	116,635	90,000
Contingencies	0	569,900	494,583
Special Payments	0	66,723	65,000
Unappropriated Ending Balance and Reserved for Future Expenditure	0	0	0
Total Requirements	1,180,343	2,265,070	2,504,500

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
City Council FTE	392	1,450	1,450
Library FTE	45,646	0	0
Court FTE .2	414	21,400	19,450
Fire Department FTE .1	65,286	79,215	76,800
Parks and Cemeteries FTE	7,615	9,920	10,450
Administration FTE 3.0	234,400	287,000	276,000
Other/Debt FTE	2,519	70,815	85,150
Water Fund FTE 2.0	256,397	515,800	481,000
Sewer Fund FTE 1.25	100,022	247,520	590,000
Streets and Pathways FTE	113,016	456,000	463,000
Community Development Revolving Fund FTE	226,682	145,936	89,600
Utility Reserve Fund FTE	19,829	306,151	328,000
Wagner Reserve Fund 20% FTE	34,635	34,635	0
Wagner Reserve Fund 80% FTE	0	89,228	41,600
Fire Operational/Equipment Levy FTE	0	0	42,000
Not Allocated to Organizational Unit or Program FTE	0	0	0
Total Requirements	1,106,853	2,265,070	2,504,500
Total FTE			

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

Added Fire Operations/equipment fund for the ballot initiative to be voted on on May 15, 2018. Street fund budgeted for FEMA Emergency award for Dutch Creek Bridge. Sewer Fund budgeted for Community Development Block Grant awarded to City for Final Engineering on Lagoon project.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2016-2017	Rate or Amount Imposed 2017-2018	Rate or Amount Approved 2018-2019
Permanent Rate Levy (rate limit \$2.9202 per \$1,000)	\$2.92.02 per \$1,000.00	\$2.92.02 per \$1,000.00	\$2.92.02 per \$1,000.00
Local Option Levy (If adopted by voters in May 15th election)	0	0	\$1.00 per \$1,000.00
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$925,000	\$0
Other Borrowings	\$105,378	\$0
Total	\$1,030,378	\$0

AGENDA REPORT

To: City Council
From: City Manager, Mac Corthell
Subject: Resolution 13-2018, Rate increase for solid wastes
Date: June 14, 2018

Summary

Republic Services is requesting a 3.5% rate increase for garbage and recycling services.

BACKGROUND

Ordinance 533-2013 adopting an agreement between the City of Falls City and Republic Services, allows for an adjustment of rates by June 1st of each year, not to exceed 4%. Republic Services is requesting a 3.5% increase to go into effect by July 1, 2018 based on the agreed on cost of living indexes. There was a 1.3% increase in 2017.

Previous Council Action

Ordinance 533-2013 setting an agreement between Falls City and Republic Services.

ALTERNATIVES/FINANCIAL IMPLICATIONS

Will increase citizen cost for garbage services by 3.5% or approximately \$.074 per month.

STAFF RECOMMENDATION

Republic Garbage Service has documented the rate increase through the agreed upon indexes, staff recommends passing the resolution.

ATTACHMENTS

Resolution 13-2018 rate increase
Exhibit A, CPI figures
Exhibit B, Letter from Republic

I will open the public hearing for raising the fees for solid waste services. at _____pm.
Public Comments:

I will close the public hearing for raising the fees for solid waste services. at _____ pm.

PROPOSED MOTIONS

I move that the City Council of the City of Falls City adopt resolution 13-2018, A RESOLUTION ESTABLISHING A SCHEDULE OF SOLID WASTE RATES, FEES AND CHARGES PURSUANT TO CHAPTER 53; AND REPEALING ALL PRIOR FEE SCHEDULES FOR SOLID WASTE, ESTABLISHING A SCHEDULE OF SOLID WASTE FEES; PROVIDING AN EFFECTIVE DATE

RESOLUTION 13-2018

A RESOLUTION ESTABLISHING A REVISED SCHEDULE OF SOLID WASTE RATES, FEES AND CHARGES PURSUANT TO FALLS CITY CODE CHAPTER 53 AND REPEALING ALL PRIOR FEE SCHEDULES FOR SOLID WASTE

Findings:

1. Falls City Code Section 53.01.070 provides the mechanism for adjusting the rates and fees charged by the City's solid waste hauler franchisee.
2. Rates for the franchisee's solid waste services increased by 1.3% in 2017 per the agreed index.
3. Based upon the procedures and requirements of Falls City Municipal Code, Section 53.01.070(C), the City's franchisee has provided information to support an increase of 13.5% in rates and City staff has concurred in the justification for the increase in rates.
4. The 3.5% increase will be effective July 1, 2018.
5. The City Council held a public hearing to hear public comment on the revised rates for solid waste services proposed by the franchisee, per ORS 294.160.

NOW THEREFORE, THE COMMON COUNCIL OF THE CITY OF FALLS CITY RESOLVES AS FOLLOWS:

Section 1. The revised schedule of solid waste rates, fees and charges presented by the franchisee and attached hereto as Exhibit A are accepted by the City Council and hereby adopted effective July 1, 2018.

Section 2. All prior solid waste rates, fees and charges are repealed effective July 1, 2018.

Section 3. This Resolution shall be effective immediately upon passage.

Date

Jeremy Gordon, Mayor

Attest:

Date

Mac Corthell, City Manager

Republic Services - Falls City RRI

	Index: June 30, 2016	Index: June 30, 2017	% Change	Weight	Refuse Index
CPI - Portland/Salem All Urban Consumers	247.143	258.055	4.4%	75%	3.3%
Coffin Butte Benton County Disposal Rate	\$ 40.50	\$ 41.50	2.5%	15%	0.4%
PRC Disposal Rate for RS of Corvallis	\$ 38.00	\$ 40.00	5.3%	10%	0.5%
Rate Adjustment %					4.2%
					100.0%
Adjustment Factor					104.2%



May 8, 2018

A letter from Republic Services

City of Falls City Council, Mayor, and Staff.

In this letter you will find information necessary to calculate the Refuse Rate Index effective July 1, 2018. As stated in the Rate Modification and Rate Adjustment Statement this calculation is based on the Consumer Price Index, fuel pricing and disposal cost. Based on these factors, the adjustment effective July 1, 2018 will be calculated at 3.5%, or an average of \$0.74 per residential account per month.

You may be hearing, there have been significant changes in processing of all curbside recycled materials. This is due to changes made in China, where 60% of the world and nearly all of the West Coast recyclables are processed. We have been fortunate in Oregon to be a leader in waste recovery and have had plentiful markets for the material collected. This is all changing and what and how we recycle must adapt too. China has severely restricted what is being accepted, causing problems for the sorting facilities in Oregon, across the country and around the world. In the past 2% or more contamination was allowed. The standard is now 0.5% for contamination. Bales of material are randomly searched at Chinese ports and entire ship loads have been rejected as a result of too much contamination. As you can imagine, there is great cost associated with this process and many shippers are hesitant to send material to market.

Locally, we work with a sorting facility in Clackamas called Pioneer Recycling. Pioneer has made changes to the way and speed at which they are able to sort to meet contamination specifications from Asian markets. This means they must slow down the sorting line significantly to remove undesirable material. At the same time, they are looking for and have been able to find new markets in places around the world.

Below is information about recycling in Oregon:

Recycling Laws and Regulation

Oregon's recycling laws and rules begin at the state level. The [Oregon Department of Environmental Quality](#) implements relevant state laws, found in ORS Chapters 459 and 459A. Among other important standards, the law sets forth the economic test for recycling at [ORS 459.005\(19\)](#), which states that "recyclable material means any material or group of materials that can be collected and sold for recycling at a net cost

equal to or less than the cost of collection and disposal of the same material.” If this test is not met, then the material is not recyclable.

Cities and counties have the authority to establish recycling collection programs, including the materials that will be recycled in their communities. If they choose to set recycling collection service standards, they must also set rates that cover the costs of collectors to provide the service. That requirement is found at [ORS 459A.085\(8\)](#).

Rates for recycling have been built with some payment for the resulting material. We have always weathered the ups and downs of that market, but we are now in a unique situation where the cost of recycling is far above the cost to landfill.

In addition to the 3.5% Refuse Rate Increase, based on CPI, Republic Services is taking steps with all franchises to implement a \$2.00 surcharge for recycling rather than landfilling recycling material. The surcharge is based solely on unforeseen and extreme costs to recycle. This would result in an approximately \$2.74 increase for customers.

We will all need to work together to educate the public and endeavor to remove as much contamination as possible to keep future pricing down. Attached is a list of material that is allowed in the recycle cart going forward. This will be inserted in all customer invoices in June and July.

Best Regards,

Julie Jackson
Municipal Manager
Republic Services
jjackson6@republicservices.com

AGENDA REPORT

TO: CITY COUNCIL
FROM: MAC CORTHELL, CITY MANAGER
SUBJECT: INDEPENDENCE DAY BLOCK PARTY ROAD CLOSURE
DATE: JUNE 14, 2017

SUMMARY

Walt Pierson would like to close two, one block portions of Prospect Ave and Boundary St for an Independence Day celebration. The closure would be on July 3, 2018 from 12:00pm to 8:00pm.

BACKGROUND

Walt Pierson has requested permission from the City to place temporary detour signs at the locations indicated in Exhibit "A." Walt indicates he has the necessary signage, understands that access for essential services and for neighbors within the blockade must be available during the closure, and has discussed the matter with all affected neighbors. He indicates the neighbors are all participants in the block party.

PREVIOUS COUNCIL ACTION N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

If the Council chooses to grant the closure it can allow Walt to use his own signage, or may require signage be placed by public works. In the case that public works is tasked with closing the road, a fee commensurate with Falls City General Fee Schedule for Public Works hourly billing may, and should be applied by City Administration.

STAFF RECOMMENDATION

Approve, and allow Walt to use his personal signage to close the road.

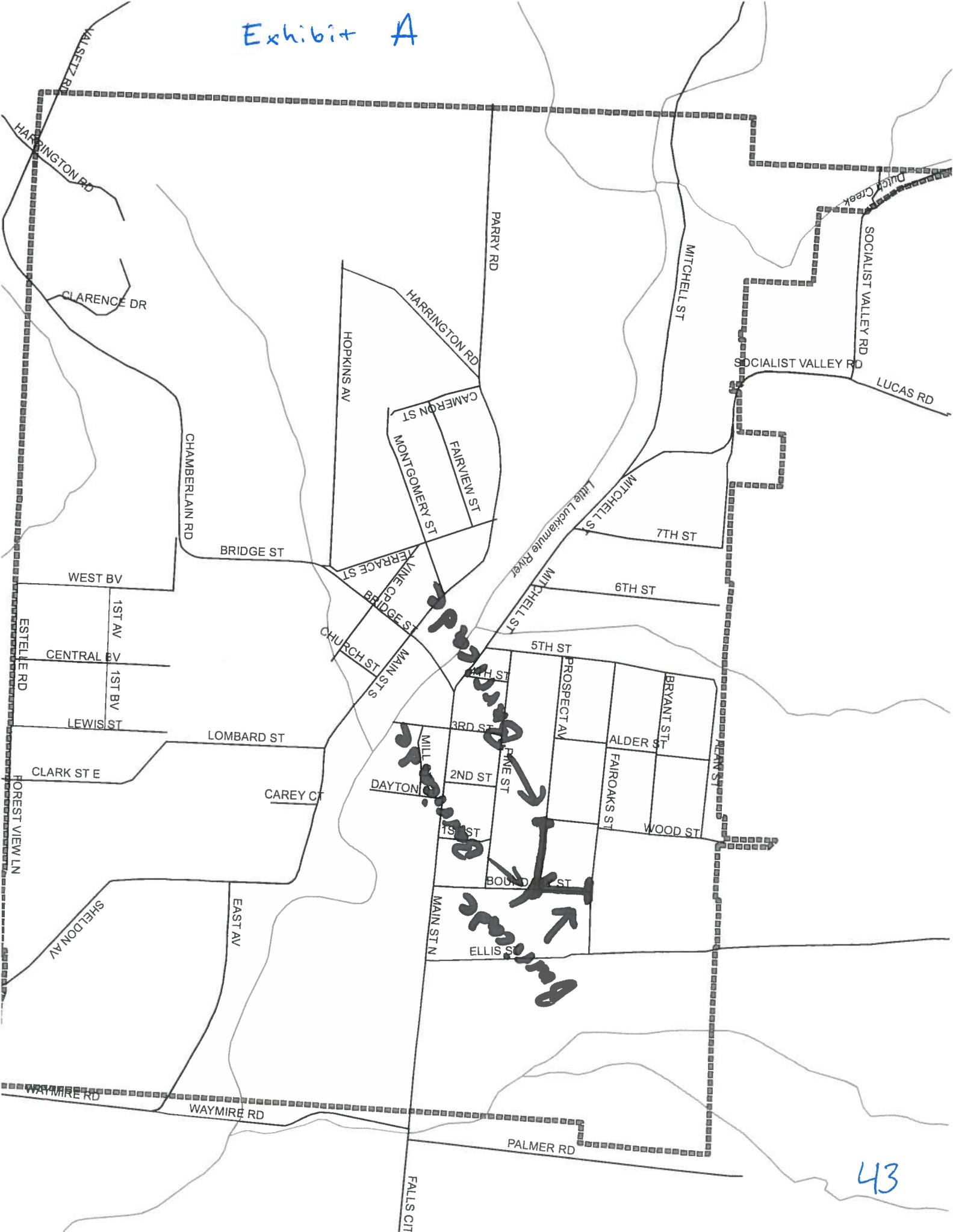
EXHIBITS

- A- Street Map of Falls City Indicating the desired barricade points and showing the roads to be closed.

PROPOSED MOTION

I move that the City of Falls City Council approve the closure of Boundary St and Prospect Ave on July 3, 2017 from 12pm to 8pm, in accordance with Exhibit A.

Exhibit A



STAFF REPORT

VARIANCE 2018-01 (File #VAR 18-01)

STAFF REPORT: June 7, 2018
CITY COUNCIL HEARING DATE: June 14, 2018

APPLICANT/OWNER: Robert C. Young and Pamela A. Young

ZONING/COMP. PLAN DESIGNATION: Residential (R)/Residential (R)

LOCATION: 138 Carey Court, Falls City. See Exhibit A.

SIZE: 8,636 square feet (approx. 0.20 acres)

TAX LOT: 8 6W 21BD, Lot 3800

CRITERIA: Falls City Zoning and Development Ordinance 2.101, 3.105 and 3.202.

EXHIBITS:
Exhibit A: Variance Application
Exhibit B: Site and Building Plans
Exhibit C: FCZDO definition for setback

I. REQUEST

Variance from the required 20-foot rear setback to allow the roof of the proposed rear porch to extend into the required minimum rear setback by 8 feet. The variance request does not include the walls of the primary structure or the foundation- both of which are proposed to comply with applicable setback requirements.

II. PROCEDURE

According to the Falls City Zoning and Development Ordinance (FCZDO), Subsection 3.102.C, the City processes Variance applications as Type III actions. FCZDO section 3.105 explains the procedures for Type III actions. In accordance with FCZDO section 3.105, notice of the Variance application and hearing was posted on the subject property, ~~on~~ and mailed to property owners within 250 feet of the subject property on May 31, 2018. The applicable criteria upon which Variance applications are reviewed are found under Falls City Zoning and Development Ordinance 3.202.

III. APPEAL

The decision of the City Council shall be the final land use action on the application unless appealed to the Land Use Board of Appeals (LUBA).

IV. BACKGROUND

On Site. The site is currently vacant/undeveloped with the exception of several accessory structures. The City Administrator has contacted the applicant requiring that all accessory structures be removed from the site and/or be brought into compliance with the FCZDO *prior* to any future structural permit application approvals on the subject property. Accessory structures are not permitted without a primary structure *and* no more than two accessory structures are permitted in the residential zone and they must comply with applicable height and setback requirements of FCZDO section 2.203.

Surrounding. The property is surrounded by other Residentially zoned and developed property and fronts on Carey Court.

V. REVIEW STANDARDS AND CRITERIA

Variance from the required 20-foot rear setback to allow the roof of the proposed rear porch to extend into the required minimum rear setback by 8 feet. The variance request does not include the walls of the primary structure or the foundation- both of which are proposed to comply with applicable setback requirements.

According to the Falls City Zoning and Development Ordinance (FCZDO), applicable setbacks are defined as “the minimum allowable horizontal distance from a property line to the nearest portion of a structure. “Portion” includes but is not limited to foundation, pier foundation, eaves, porches, decks and vertical walls.” See Exhibit C.

FCZDO section 3.202.E. states, “The Planning Commission may allow a variance from a requirement or standard of this Ordinance after a public hearing conducted in accordance with the review procedures, provided that the applicant provides evidence that the following circumstances substantially exist. Approval shall not be granted unless each of these criteria is met.

- 1. Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zone or vicinity, and result from lot size or shape, legally existing prior to the date of this Ordinance, topography, or other circumstances substantially exist.*

FINDINGS: According to the applicant, the lot size is irregular and the foundation of the house does meet applicable setback requirements. To staff’s knowledge there are no physical characteristics of the land, improvements or lot size and shape that prevent the applicant from complying with this standard. Indeed, other properties included within the subdivision/Carey Ct. and lot sizes have complied with applicable setbacks to staff’s knowledge. Staff finds this criterion is not satisfied.

If the Falls City Council agrees with the applicant that the property is of an irregular shape and not similar to other residentially zoned properties in Carey Court and/or the zone, the Council can find this criterion met.

- 2. Such variance is necessary for the preservation and enjoyment of a substantial property right of the applicant possessed by the owners of other properties in the same vicinity or zone.*

FINDINGS: According to the applicant, the variance for the setback is from the covered back porch only and does not include structural bearings into the rear setback.

However. Staff does not find evidence that the use of the property cannot be continued (i.e. that the site cannot feasibly be developed if conformance with the applicable setback requirements are required). For example, the applicant may reduce the overhang of the roofline for the porch, not have a covered porch, not have installed a foundation prior to building permit approval, and/or can decrease the size of the overall structure in order to meet the applicable setback requirements of the zone. Staff finds this criterion is not satisfied.

If the Falls City Council finds the variance is necessary to preserve the architectural design of the proposed structure and for preservation of the established foundation, the Council can find this criterion is met.

3. *The authorization of such variance will not be materially detrimental to the public welfare or injurious to property in the vicinity or district in which the property is located, or otherwise conflict with the objectives of any City plan or policy.*

FINDINGS: According to the applicant, the property abuts railroad right-of-way which will not be developed and reduces the potential for impacts upon neighboring properties. Notice of the application was provided to property owners within 250 feet of the subject property in advance of the public hearing. Staff does find that the property abuts RR and potential impact/detriment to adjoining properties or property owners if the variance is approved is unlikely. Staff finds this criterion is met.

4. *That the special conditions and circumstances on which the application is based do not result from the negligent or knowing violation of this Ordinance by the applicant.*

FINDINGS: Staff has no indication the applicant had any involvement in the lot size/configuration of the previously created subdivision. Staff finds this criterion does not apply.

5. *The variance requested is the minimum variance which would alleviate the hardship.*

FINDINGS: According to the applicant, this is for covering of the back porch only. While staff does not believe there is a hardship being alleviated by allowing the variance for the covered porch, staff finds this criterion can be met in order to allow for the roofline to cover the rear porch.

6. *Strict adherence to the requirement or standards is unnecessary because the proposed variance will reasonably satisfy both of the following objectives:*
 - a. *Grant the variance will not create significant adverse effects to the appearance, function or safety of the use on the subject property; and*
 - b. *Granting the variance will not impose limitations on other properties in the area, including uses which would be allowed on vacant or underdeveloped sites.*

FINDINGS: According to the applicant, approval of the variance will not create adverse effects nor impose limitations upon surrounding properties. Staff finds this criterion is met.

7. *Approval of the application does not conflict with policies and objectives of the Comprehensive Plan.*

FINDINGS: Staff finds the approval of the Variance application would not conflict with the policies and objectives of the Falls City Comprehensive Plan, beyond conformance with the applicable zoning regulations for rear yard setbacks.

VI. SUMMARY FINDINGS, RECOMMENDATION, AND CONDITIONS OF APPROVAL

Based upon the findings contained in the staff report, staff recommends denial of the proposed variance.

If the Council finds the approval criteria have been met and the Variance application can be approved, staff recommends the following condition of approval:

A. The City Administrator has previously notified the applicant of the requirement to bring all existing accessory structures on the site into compliance with the FCZDO *prior* to any future structural permit application approvals on the subject property. Accessory structures are not permitted without a primary structure *and* no more than two accessory structures are permitted in the residential zone *and* accessory structures must comply with applicable height and setback requirements of FCZDO section 2.203. Prior to any future structural permit application approval on the subject property, conformance with FCZDO 2.203 shall be required, including but not limited to, the potential to be required to remove and/or relocate existing accessory structures on the property in order to achieve compliance with the FCZDO.

VII. SAMPLE CITY COUNCIL ACTION

- A. Deny Variance 2018-01 to allow the roofline extension into the required 20-foot rear yard setback for Tax Lot 03800:
1. as presented in the staff report, including the findings of fact, or
 2. as stated in the staff report with modifications by the City Council. The motion must include the modifications and any necessary changes to the staff responses or findings of fact.
- B. Approve Variance 2018-01 to allow the roofline extension by no more than 8-feet into the required 20-foot rear setback for tax Lot 03800 (*stating how the application meets criteria 3.202.E.1. and 2.*).
- C. Postpone or continue the public hearing to a time certain, or indefinitely (considering the 120-day limit on applications).



Bob Young
 Long & Young, Surveyors
 Falls Church, VA

48

B1

30'-0"

14'-0"

2'-0"
OH

36'-0"

22

cut

66'-0"

6 1/2 PITCH
TYPICAL MAIN BODY

3 1/2 PITCH
TYPICAL INTERIOR VAULT

6'-0"
OH

24'
OH

22-1/2'
TAILS

COMP ROOFING
OVER 5 LB ASTM FELT
5/8" APA RATED 3 PLY ROOF SHEATHING

BRACED PANEL

BRACED PANEL

4 IN INCHES.
FAST STUD TO
WALL PER IRC 602.3

21 BP
DENOTES BRACE PANEL OF MIN LENGTH IN INCHES.
CARRY BRACE PANEL TO THE NEAREST STUD TO
PROVIDE MINIMUM LENGTH OR MORE. NAIL PANELS W/ 8d
NAILS @ 4' OC AT ALL EDGES & 8' OC IN THE FIELD
BLOCK ALL EDGES. NAIL BOTTOM PLATE W/ (3) 16d
NAILS PER 16' LENGTH

CANTILEVER TRUSSES AT REAR VERANDA. NON STRUCTURAL
POST PER BUILDER OPTION FOR AESTHETICS ONLY

NOTE:
TRUSSES 3/2 INTERIOR VAULTED AT GREAT ROOM, DINING
ROOM AND KITCHEN AREAS AS SHOWN
FLAT GANT OVER REAR PATIO TRUSSES TO ADJUST HEALS
AS REQUIRED FOR ANGLE WALL AND DINING ROOM WALL

PT SILL PLATE C
FOUNDATION WITH

6" STEM I

6'

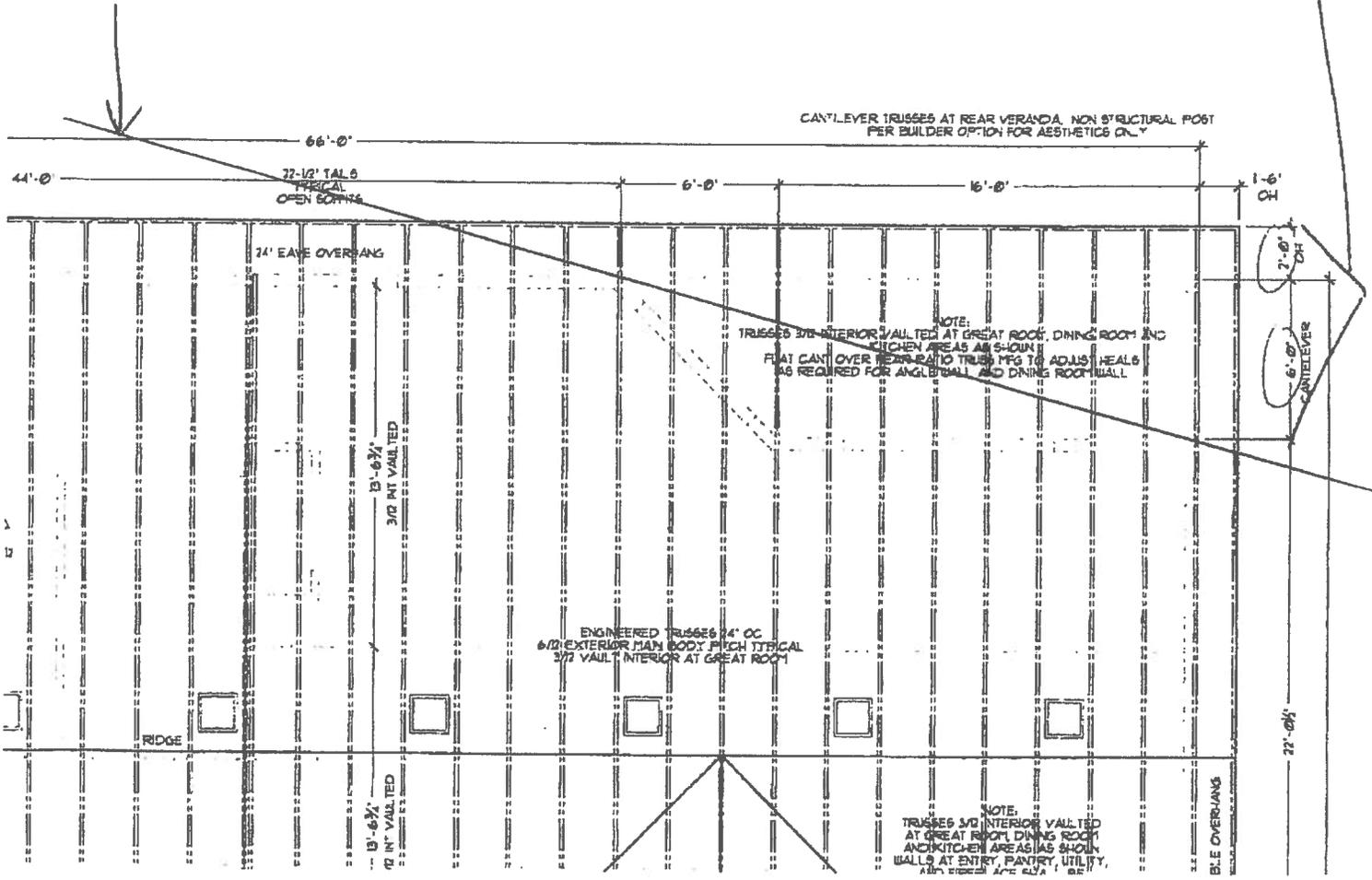
CANTELEVER TRUSSES @ VERANDA

Handwritten notes:
6'-0" 2'-0"
OVERHANG OVERHANG
8'-0" OVERHANG

Exhibit BV 49

827

20' SETBACK



50

823

domestic sewage. The sanitary drainage system consists of a building drain or building drain and building sewer.

School, Elementary, Junior High, or High School: An institution, public or parochial, offering instruction in the several branches of learning and study, in accordance with the rules and regulations of the State Department of Education.

School, Trade or Commercial: A building where instruction is given to pupils for a fee in money or otherwise, which fee is the principal reason for the existence of the school.

Septic Tank: A watertight receptacle which receives sewage from a sanitary drainage system, is designed to separate solids from liquids, digest organic matter during a period of detention, and allow the liquids to discharge to a second treatment unit or to a soil absorption facility.

Service Station: Any lot used primarily for the retail sales of motor vehicle fuels and lubricants for delivery on premises, and minor automobile repair and service.

Setback: The minimum allowable horizontal distance from a property line to the nearest portion of a structure. "Portion" includes but is not limited to foundation, pier foundation, eaves, porches, decks and vertical walls.

Sign: Any writing, including letter, word, or numeral; pictorial presentation, including mural, illustration or decoration; emblem, including device, symbol or trademark; flag, including banner or pennant; or any other device, figure or similar thing which is a structure or any part thereof, or is attached to, painted on, or in any other manner represented on a building or structure or device; and is used to announce, direct attention to, or advertise; and is visible from any public right-of-way. Sign does not include house numbers or any display of official notice or official flag. For purposes of Section 2.204, Signs, the following definitions apply:

Abandoned Sign: Any sign, which represents or displays any reference to a business or use that has been discontinued for more than one year or for which no valid business license is in effect in the City.

Accessory Sign: Any sign, which is located on the same property, lot or parcel as the use, object, project, place, activity, service or persons to which it refers.

Alteration or Altered: Any change in the size, shape, method of illumination, position, location, construction, or supporting structure of a sign. A change in sign copy or sign face alone shall not be considered an alteration.

Area: The area of a sign shall be the entire area within any type of perimeter or border that encloses the outer limits of any writing, representation, emblem, figure, or character. If the sign is enclosed in a frame or cabinet, the area is based on the inner dimensions of the frame or cabinet surrounding the sign face. When

City of Falls City
Land Use Application
Type III Action: Variance

File # _____
Date Rec'd: 5/23/18
Fee Paid: 250-
Receipt No.: 585610
Rec'd By: [Signature]

Please submit completed application and fees to:
City of Falls City, 299 Mill Street, Falls City OR 97344

Name: Robert & Pamela Youxy Telephone: 503 787-3316

Address: 23000 Black Rock Rd Falls City

Owner(s): same Telephone: _____

Address: _____

Engineer/Surveyor: N/A Telephone: _____

Address: _____

Map Page and Tax Lot No.: 08700-00-04601
3800 Zone: Resd.

Location: 138 Carey Ct Falls City

Legal Description: _____

Existing Zoning/Comprehensive Plan Designation: _____

Current Use/Structures: Single family dwellings

Proposed Use: same as above

Topography: Flat

Surrounding Uses: North: single family dwelling

South: open field

East: single family dwelling

West: '' '' ''

Acreage of Site: Lot

Number/Size of Lots or Parcels: 1

Natural Features/Hazards of the Subject Site: 0

Public Utility Providers (gas, electric, water, sewer, telephone): PPL (Falls City) Century

Easements: NONE

Volume and Page Number _____
(As recorded in the office of the County Clerk)

Deed Restrictions: _____

SUBMITTAL REQUIREMENTS: Please refer to Section 3.202 Variance Applications of the Falls City Zoning and Development Code for application requirements.

Variance to Setbacks: Circle one YES/NO YES NO
Variance to Standards: Circle one YES/NO YES NO

Describe the type of Variance being requested: Rear setback variance for porch roof.

Attachments

Applicant shall prepare and attach the following to this application:

1. Three (3) copies of a narrative statement that explains how the application satisfies each and all of the relevant criteria in sufficient detail for review and action, including a presentation of facts and reasons which establish need, applicability, appropriateness and purpose of the Variance request, and
2. Three (3) copies of an impact study that quantifies/assesses the effect of the development on public facilities and services, and
3. A site plan location map of area subject to proposed variance drawn to scale, and
4. Either assessor's map, parcel map or site plan drawn to scale showing proposed variance, and
5. Include one set of pre-stamped and pre-addressed envelopes for all property owners of record ** whose property is subject to the proposed Variance or within 250 feet of the exterior boundary thereof, and
6. Other information specified in Section 3.202 of Falls City Zoning and Development Code, if applicable.

**** NOTE:** This information available from the county assessor's office

53

Exhibit A2

Variance Criteria 5/20th/2018

- ① The lot size is an irregular size - we have been able to put the foundation of house to meet the set back zone. The lot was created before the existing setback rules that include the overhangs
- ② This is a covered back porch - other houses in the area have the same thing - there is no structural bearing in the setback area for the overhang.
- ③ It will not harm or be detrimental to the public or any persons as it is located in our backyard. The property right behind us is Railroad Right-of-way which can never be built on.
- ④ We have not violated any land use ordinance.
- ⑤ Area for back porch for plans - total of 6ft.
- ⑥^a It will not create any adverse effects to the appearance/function/safety of said property.
⑥^b It will not impose limitations on other properties in the area.
- ⑦ This is a single family dwelling on an odd shaped lot which we have all the foundation in the set back requirements.

Respectfully Submitted,

55

Exhibit 44

30'-0"

14'-0"

2'-0"
OH

22

36'-0"

66'-0"

6/12 PITCH -
TYPICAL MAIN BODY

3/12 PITCH -
TYPICAL INTERIOR VAULT

6'-0"
O.H.

24'-0"

22'-1/2"
TAILS

COMP ROOFING
OVER 5 LB ASPH FELT
5/8" APA RATED 5 PLY ROOF SHEATHING

cut

D PANEL

BRACED PANEL

IN INCHES
SHOULD TO
UL PER RC 6013

2" BP
DENOTES BRACE PANEL OF MIN LENGTH IN INCHES
CARRY BRACE PANEL TO THE NEAREST S/D TO
PROVIDE MINIMUM LENGTH OR MORE NAIL PANELS W/ 80
NAILS @ 4" OC AT ALL EDGES & 8" OC IN THE FIELD
BLOCK ALL EDGES NAIL BOTTOM PLATE W/ 13" 160
NAILS PER 16' LENGTH

CANTILEVER TRUSSES AT REAR VERANDA. NON STRUCTURAL
POST PER BUILDER OPTION FOR AESTHETICS ONLY

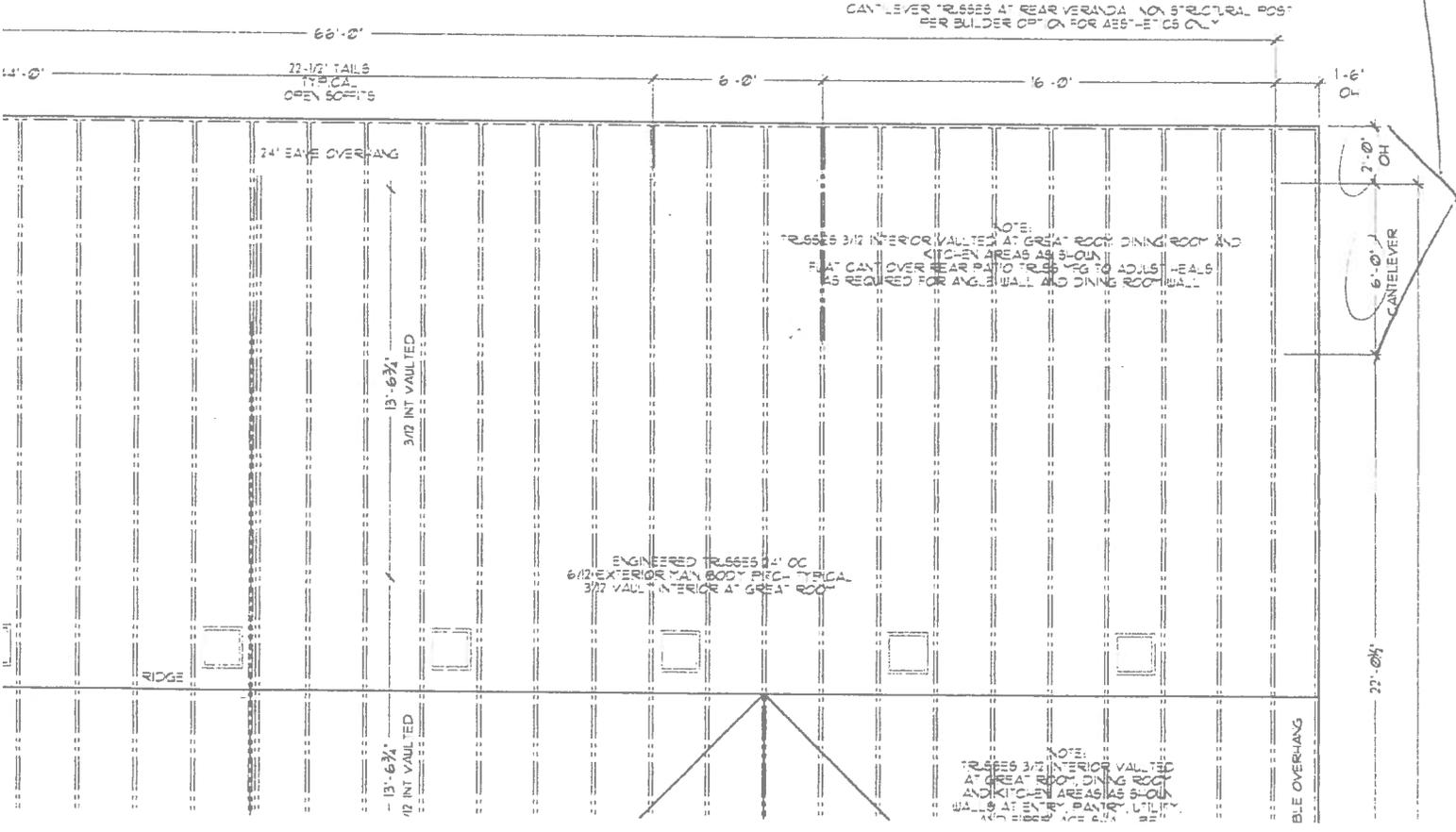
NOTE
TRUSSES 3/12 INTERIOR VAULTED AT GREAT ROOM, DINING
ROOM AND KITCHEN AREAS AS S-CUR
FLAT CANT OVER REAR PATIO TRUSSES TO ADJUST HEADS
AS REQUIRED FOR ANGLE WALL AND DINING ROOM WALL

PT SILL PLATE C
FOUNDATION WITH

6" STEEL

CANTELEVER TRUSSES @ VERANDA

811



57



Bob Young
 Lot # 5 Carey Subdivison
 Falls Ch-02

MAYOR'S SCRIPT FOR NON CONFORMING USE PUBLIC HEARINGS

Now is the time set for public hearings to consider a variance number 18-01 at 138 Carey Court.

The Planning Commission is not able to act because of a lack of a quorum. Therefore, the Council must act as the Planning Commission for this application. Is there a motion for the Council to act in place of the Planning Commission?

MOTION

I move that the City Council of the City of Falls City act in place of the Planning Commission.

INTRODUCTION

Now we will proceed with the hearing. The following procedures will apply:

We will start the application by receiving a staff report. When the staff report has been presented I will open the public hearing to public testimony. Members of the public who want to testify are asked to sign in, come up when called, and give their name and address for the record before they testify. We ask for your address so that we can notify you of the City's final decision. When public testimony has been concluded I will close the public hearing and open it up for council discussion and deliberation.

After the Council has deliberated, we will need a motion to approve or deny the application.

Are there any questions among the Council about the process?

Oregon land use law requires several items be read into the record at the beginning of each public hearing.

CONFLICTS OF INTEREST/EX-PARTE CONTACTS/BIAS

The Council is required to disclose any conflicts of interest and ex-parte contacts that we have with the proposals or applicants — this is whether we have any financial or other personal interest in either proposal and whether we have spoken with anybody about either proposal outside of this hearing. Also, Councilors may only participate if they can do so without un-due bias either for or against either application.

- Do any Councilors wish to make disclosures?
- Are there any challenges from the audience as to conflicts of interest, ex-parte contacts, or bias related to any member of the Council?

REQUIRED STATEMENTS

The applicable substantive criteria upon which this case will be decided are found in Section 3.202 of the Falls City Zoning and Development Ordinance.

Your testimony, arguments, and evidence must be directed toward these criteria or other criteria in the comprehensive plan or development code that you believe apply. (ORS 197.763(5)(b).)

Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker or other people an opportunity to respond may preclude appeal of a decision on this application based on that issue. (ORS 197.763(5)(c).)

Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government or its designee to respond to the issue precludes an action for damages in circuit court. (ORS 197.796(3)(b).)

Public Hearings

I now open the Public Hearing for application # VAR 18-01 at _____ PM.

I call on our City Manager Mac Corthell to present the staff report for the application.

MAC will review Staff report.

All persons speaking before the City Council must state their name and address for the record.

I invite the Applicant to present their case.

I invite those in support of the application to speak

I invite those opposed to the application to speak

I invite those who are neither for nor against the application to speak.

I invite public agencies to comment.

I invite the Applicant to present any rebuttal to the testimony presented.

I close the Public Hearing for application # VAR 18-01 at _____ PM.

[If there is no request to keep the record open] Now it is time for Council deliberation and discussion.

MOTION: I move to approve the Variance to allow the roof of the proposed rear porch of 138 Carey Ct. to extend into the required minimum rear setback by 8 feet based upon the findings set forth in the staff report for application # VAR 18-01. The Mayor is authorized to sign a final decision approving the application and incorporating the findings from the staff report.

I Move that the Variance request to allow the roof of the proposed rear porch of 138 Carey Ct. to extend into the required minimum rear setback by 8 feet Be Denied based on the following reasons:

(The Council member making motion to deny needs to state the reasons for denial)

60

See the following if you have a request to keep the record open. (Hearing will be closed, but record will be left open for the submission of additional written evidence and testimony.)

[READ THE FOLLOWING ONLY IF YOU HAVE A REQUEST TO LEAVE THE RECORD OPEN]

Rules Regarding Leaving the Record Open (ORS 197.763(6).)

Before the conclusion of the initial evidentiary hearing, any participant may request an opportunity to present additional evidence, arguments or testimony regarding the application. The City shall then keep the record open at least seven (7) days from the date of the initial evidentiary hearing (set the date and time for the closing of the open record period that is at least 7 days in the future). Persons may present and rebut new evidence, arguments or testimony by submitting materials to City Hall. Materials must be received at City Hall before the expiration of the open record period. If new written evidence is submitted, any person may request, prior to the conclusion of the open record period, that the record be left open for an additional seven (7) days to submit additional written evidence, arguments or testimony for the purpose of responding to the new written evidence.

At the conclusion of the open record period, unless waived, the applicant has 7 days after the close of the record to provide final legal argument. (ORS 197.763(6)(e).) Once the open record period is closed, the Council will deliberate and make a decision on the application.

Public Works Staff Report for May, 2018

Tuesday, 1 Mowing city grounds.

Wednesday, 2 Working on gravel filter WWTP.

Thursday, 3 Gravel filter WWTP.

Friday, 4 Weed eat around city grounds.

Saturday, 5 & Sunday, 6 Routine water and sewer.

Monday, 7 Clean Mill lot for county can stock pile gravel.

Tuesday, 8 Hauled sand off from WTP, mowing city grounds.

Wednesday, 9 & Thursday, 10 Exercising valves and flushing.

Friday, 11 Mowed lower cemeteries, work with logging company spraying around WTP.

Saturday, 12, & Sunday, 13 Routine water and sewer.

Monday, 14 Exercise valves, flush. Working on cleaning Teal CR. Intake.

Tuesday, 15 Staff meeting, exercise and flush.

Wednesday, 16 Help county set up in city's mill lot.

Thursday, 17 Finish up cemetery's.

Friday, 19 Vehicle maintenance.

Saturday, 18 & Sunday, 20 Routine water and sewer.

Monday, 21 Physical shut offs.

Tuesday, 22 Weed eat, blow off head stones cemetery's.

Wednesday, 23 Brush trimming at and around cemetery's, started meter reading.

Thursday, 24 Finish meter's.

Friday, 25 Working on grader city purchase, put flags out for holiday.

Saturday, 26 & Sunday, 27 Routine water and sewer.

Monday, 28 Holiday, routine water and sewer.

Tuesday, 29 & Wednesday, 30 Working on grounds Community Center.

Thursday, 31 Preparation for city clean up, took water sample to Corvallis.