

Notice of Public Meeting

City Council Meeting

AGENDA

CITY OF FALLS CITY, OREGON

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

Thursday July 13, 2017 6:00 p.m.

Posted on July 7, 2017

1.) Call to Order

A) Roll Call: Terry Ungricht, Mayor____ Dennis Sickles ____ Lori Jean Sickles ____
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 Billspages 1-5
- B. Approval of May 11, 2017 Council Meeting Minutespages 6-21
- C. Approval of May18, 2017 Work Session Minutes.....pages 22-23

6.) 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.

7.) New Business:

- A. Resolution 16-2017, Small City Allotment Grant.....pages 24-31
- B. Resolution 17-2017, Arbor Day Celebration.....pages 32-34
- C. Ordinance 544-2017, Council serving as Planning Commission.....pages 35-37
- D. Parks Master Plan funding strategies.....pages 38-40
- E. 2017/18 Insurance costs.....pages 41-43
- F. 2016/17 Budget Audit.....pages 44-64
- G. Levy Research.....pages 65-74
- H. National Night Out.....pages 75-77
- I. Boondock's eclipse event.....pages 78-82

8.) Correspondence, Comments, and Ex-Officio Reports

- A. Mayor Report.....pages 83-84
- B. Council Reports
 - Polk County Sheriff Garton's report.....pages
 - Fire Department Monthly Report, January through May.....pages
 - Public Works Department Monthly Reportpages 85
 - Library Monthly Reportpage

8) Council Announcements

- A. Next regular Council Meeting, July 20, 2017 6:00 pm.

9) Adjourn

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City of Falls City
Paid Bills Report
 As of June 6, 2017

	Date	Memo	Account	Class	Amount
Ag West Supply	06/06/2017	285018, inv Y129816, RI63892	Accounts Payable		-432.99
	06/06/2017	Y129816, Tires for P/W pickup	Equipment Maintenance/Repair	20 WATER OPERATING FUND	394.00
	06/06/2017	RI63892	Equipment Maintenance/Repair	01 GENERAL FUND:01.03 Parks	38.99
					0.00
Total Ag West Supply					
Cook Security Group	06/06/2017	0590388	Accounts Payable		-678.50
	06/06/2017	inv. 0590388, City hall vault repair	City Hall Main/Repairs	01 GENERAL FUND:01.01 Administrative	678.50
					0.00
Total Cook Security Group					
Dallas Auto Parts	06/06/2017	Statement 05.31	Accounts Payable		-340.28
	06/06/2017	Statement 05.31	Equipment Maintenance/Repair	20 WATER OPERATING FUND	121.41
	06/06/2017	Fire Truck 122	Equipment Maintenance/Repair	01 GENERAL FUND:01.07 Fire Depart	117.91
	06/06/2017	Grader	Equipment Maintenance/Repair	11 STREET FUND	100.96
					0.00
Total Dallas Auto Parts					
Ferguson Waterworks	06/06/2017	Inv. 0581178	Accounts Payable		-356.98
	06/06/2017	inv. 0581178, new service parts	Maintenance Supplies	20 WATER OPERATING FUND	356.98
					0.00
Total Ferguson Waterworks					
Forbes Plumbing	06/06/2017	Inv. 17556	Accounts Payable		-14.54
	06/06/2017	17556	Maintenance Supplies	13 SEWER FUND	14.54
					0.00
Total Forbes Plumbing					
GM Financial	06/06/2017	ADV06012017	Accounts Payable		-6,168.99
	06/06/2017	ADV06012017, 1st installment on P/W t Vehicle Operat		11 STREET FUND	6,168.99
					0.00
Total GM Financial					
Hach Company	06/06/2017	10474687	Accounts Payable		-6,382.00
	06/06/2017	10474687, Service controllers and sens System Maintenance/Repair		20 WATER OPERATING FUND	6,382.00
					0.00
Total Hach Company					
Hughes Fire Equipment	06/06/2017	Customer # 16555, inv # 514273	Accounts Payable		-183.40
	06/06/2017	inv # 514273, Pump	Vehicle Maintenance/Repair	01 GENERAL FUND:01.07 Fire Depart	183.40
					0.00
Total Hughes Fire Equipment					
Itemizer Observer	06/06/2017	Help wanted classified ad 5/31	Accounts Payable		-265.00
	06/06/2017	Help wanted classified ad	Professional Services	01 GENERAL FUND:01.01 Administrative	265.00
					0.00
Total Itemizer Observer					
L & L Equipment	06/06/2017	05.31.2017	Accounts Payable		-2,500.00
	06/06/2017	05.31.2017 Lawn mower	Equipment Maintenance/Repair	11 STREET FUND	1,500.00
	06/06/2017	05.31.2017	Equipment Maintenance/Repair	20 WATER OPERATING FUND	1,000.00
					0.00
Total L & L Equipment					
Net Assets Corporation	06/06/2017	66-201705	Accounts Payable		-22.00
	06/06/2017	50% Lien service -66-201705	Professional Services	13 SEWER FUND	11.00
	06/06/2017	50% Lien service	Professional Services	20 WATER OPERATING FUND	11.00
					0.00
Total Net Assets Corporation					
Office Craft					

City of Falls City
Paid Bills Report
 As of June 6, 2017

Date	Memo	Account	Class	Amount
06/06/2017	M99-5526	Accounts Payable		-47.10
06/06/2017	M99-5526	Copier Lease/Maintenance	01 GENERAL FUND:01.01 Administrat	47.10
				0.00
Total Office Craft				
Polk County Sheriff's Office				
06/06/2017	65342	Accounts Payable		-223.00
06/06/2017	4th Qtr 2016-2017 INV#65342	Intergovernmental Services	01 GENERAL FUND:01.07 Fire Depart	223.00
				0.00
Total Polk County Sheriff's Office				
Terry Ungricht				
06/06/2017	May Expenses	Accounts Payable		-181.90
06/06/2017	May Expenses	Travel/Meeting Expense	01 GENERAL FUND:01.01 Administrat	181.90
				0.00
Total Terry Ungricht				
Verizon Wireless				
06/06/2017	9786356207	Accounts Payable		-37.94
06/06/2017	June	Telephone	01 GENERAL FUND:01.01 Administrat	18.97
06/06/2017	9786356207	Telephone	20 WATER OPERATING FUND	18.97
				0.00
Total Verizon Wireless				
Williamson & Aebi, LLP				
06/06/2017	may	Accounts Payable		-442.40
06/06/2017	35% May	Professional Services	01 GENERAL FUND:01.01 Administrat	154.84
06/06/2017	5%	Professional Services	01 GENERAL FUND:01.04 Municipal C	22.12
06/06/2017	10%	Professional Services	11 STREET FUND	44.24
06/06/2017	15%	Professional Services	13 SEWER FUND	66.36
06/06/2017	35%	Professional Services	20 WATER OPERATING FUND	154.84
				0.00
Total Williamson & Aebi, LLP				
Xerox Corporation				
06/06/2017	inv 089451743	Accounts Payable		-145.31
06/06/2017	65% inv 089451743	Maintenance Supplies	01 GENERAL FUND:01.01 Administrat	94.45
06/06/2017	35%	Maintenance Supplies	20 WATER OPERATING FUND	50.86
				0.00
Total Xerox Corporation				
Xerox Financial Services				
06/06/2017	828220	Accounts Payable		-180.75
06/06/2017	lease May 65%, inv 828220	Copier Lease/Maintenance	01 GENERAL FUND:01.01 Administrat	117.49
06/06/2017	lease 10%	Copier Lease/Maintenance	11 STREET FUND	18.07
06/06/2017	lease 10%	Copier Lease/Maintenance	13 SEWER FUND	18.07
06/06/2017	lease 15%	Copier Lease/Maintenance	20 WATER OPERATING FUND	27.12
				0.00
Total Xerox Financial Services				
Richard & Patricia Hill				
06/07/2017	Withdrawal of Subdivision application	Accounts Payable		-1,263.00
06/07/2017	Withdrawal of Subdivision application	Council of Governments Planning	01 GENERAL FUND:01.01 Administrat	1,263.00
				0.00
Total Richard & Patricia Hill				
City of Salem				
06/08/2017	inv#2304029	Accounts Payable		-575.00
06/08/2017	70% inv 2304029 final for 16/17 911 fee	911 Fee - Fire Department	01 GENERAL FUND:01.07 Fire Depart	402.50
06/08/2017	30% 2304029	911 Fee - Law Enforcement	01 GENERAL FUND:01.01 Administrat	172.50
				0.00
Total City of Salem				
Michaelena Monnier				
06/08/2017	Cancelled Water Service Connection	Accounts Payable		-1,500.00
06/08/2017	Cancelled Water Service Connection	Utility Rebates and Incentives	20 WATER OPERATING FUND	1,500.00
				0.00
Total Michaelena Monnier				
Speer Hoyt LLC				

City of Falls City
Paid Bills Report
 As of June 6, 2017

Date	Memo	Account	Class	Amount
06/08/2017	INV:40458	Accounts Payable		-1,007.00
06/08/2017	INV: 40458	Attorney/Special Council	01 GENERAL FUND:01.01 Administrat	1,007.00
				0.00
Total Speer Hoyt LLC				
Cascade Columbia Distribution Company				
06/15/2017	invoice 690840 and 691631	Accounts Payable		-1,025.00
06/15/2017	invoice 690840 and 691631	Chlorine Supplies	20 WATER OPERATING FUND	1,025.00
				0.00
Total Cascade Columbia Distribution Company				
CenturyLink				
06/15/2017	multiple phone bills.June	Accounts Payable		-427.80
06/15/2017	June	Telephone	01 GENERAL FUND:01.01 Administrat	184.17
06/15/2017	multiple phone bills.June	Telephone	20 WATER OPERATING FUND	70.24
06/15/2017	multiple phone bills.June	Telephone	01 GENERAL FUND:01.07 Fire Departr	173.39
				0.00
Total CenturyLink				
Consumers Power Inc				
06/15/2017	Account # 1155301	Accounts Payable		-170.52
06/15/2017	June Power	Power/Heat	20 WATER OPERATING FUND	170.52
				0.00
Total Consumers Power Inc				
Edge Analytical				
06/15/2017	17-13407	Accounts Payable		-20.00
06/15/2017	17-13407	Lab Analysis Services	20 WATER OPERATING FUND	20.00
				0.00
Total Edge Analytical				
Furrow Pump				
06/15/2017	Inv 00300603-IN	Accounts Payable		-550.11
06/15/2017	Inv 0000603-IN rebuild Chlorine Pump	Maintenance Supplies	20 WATER OPERATING FUND	550.11
				0.00
Total Furrow Pump				
Mid Willamette Valley COG				
06/15/2017	1617352	Accounts Payable		-743.25
06/15/2017	inv 1617352, land use	Council of Governments Planning	01 GENERAL FUND:01.01 Administrat	743.25
				0.00
Total Mid Willamette Valley COG				
OAWU				
06/15/2017	Summer Conference, Karl Wagner	Accounts Payable		-305.00
06/15/2017	Recert class, Summer Conference, Karl Education/Training/Dues	Accounts Payable	20 WATER OPERATING FUND	305.00
				0.00
Total OAWU				
Pacific Power				
06/15/2017	multiple accounts, 21091561-006 2	Accounts Payable		-1,566.70
06/15/2017	June	Power/Heat	01 GENERAL FUND:01.07 Fire Departr	340.62
06/15/2017	multiple accounts, 21091561-006 2	Power/Heat	01 GENERAL FUND:01.01 Administrat	119.44
06/15/2017	multiple accounts, 21091561-006 2	Power/Heat	01 GENERAL FUND:01.03 Parks	65.93
06/15/2017	multiple accounts, 21091561-006 2	Power/Heat	13 SEWER FUND	342.70
06/15/2017	multiple accounts, 21091561-006 2	Street Lights	11 STREET FUND	640.05
06/15/2017	multiple accounts, 21091561-006 2	Power/Heat	20 WATER OPERATING FUND	57.96
				0.00
Total Pacific Power				
Petro Card				
06/15/2017	C194075	Accounts Payable		-93.03
06/15/2017	20% C194075	Vehicle Operation	11 STREET FUND	18.60
06/15/2017	20%	Vehicle Operation	13 SEWER FUND	18.60
06/15/2017	60%	Vehicle Operation	20 WATER OPERATING FUND	55.83
				0.00
Total Petro Card				
US Bank Visa				
06/15/2017	Account Number: 4798 5312 1498 114c	Accounts Payable		-1,199.43

City of Falls City
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 As of June 6, 2017

Date	Memo	Account	Class	Amount
06/15/2017	Terry mistakenly charged	Travel/Meeting Expense	01 GENERAL FUND:01.01 Administrat	263.43
06/15/2017	accounting software and supplies for Sf	Computer Software	01 GENERAL FUND:01.01 Administrat	594.64
06/15/2017	mailing, supplies	Maintenance Supplies	20 WATER OPERATING FUND	248.69
06/15/2017	supplies	Maintenance Supplies	11 STREET FUND	92.67
				0.00
Total US Bank Visa				
Valley Electric Company, LLC				
06/15/2017	04.28.2017	Accounts Payable		-239.49
06/15/2017	Carey Court Pump	Equipment Maintenance/Repair	13 SEWER FUND	239.49
				0.00
Total Valley Electric Company, LLC				
Deisman Trucking & Excavation				
06/27/2017	659436	Accounts Payable		-592.39
06/27/2017	659436, rock	Maintenance Supplies	11 STREET FUND	295.33
06/27/2017	rock for water main break	Maintenance Supplies	20 WATER OPERATING FUND	297.06
				0.00
Total Deisman Trucking & Excavation				
Department of Environmental Quality				
06/27/2017	WQ18WSC-0305	Accounts Payable		-80.00
06/27/2017	WQ18WSC-0305 flow fee	Permits	13 SEWER FUND	80.00
				0.00
Total Department of Environmental Quality				
Edge Analytical				
06/27/2017	17-13401	Accounts Payable		-198.00
06/27/2017	17-13401	Lab Analysis Services	13 SEWER FUND	198.00
				0.00
Total Edge Analytical				
Ferguson Waterworks				
06/27/2017	Inv. 0579302	Accounts Payable		-8,950.00
06/27/2017	Inv. 0579302, new sensus equipment	Distribution System Improvement	19 CITY UTILITY RESERVE FUND	8,950.00
				0.00
Total Ferguson Waterworks				
Itemizer Observer				
06/27/2017	public hearing notice, land use	Accounts Payable		-61.62
06/27/2017	public hearing notice, land use	Professional Services	01 GENERAL FUND:01.01 Administrat	61.62
				0.00
Total Itemizer Observer				
Petro Card				
06/27/2017	C199453	Accounts Payable		-156.44
06/27/2017	20% C:199453	Vehicle Operation	11 STREET FUND	31.28
06/27/2017	20%	Vehicle Operation	13 SEWER FUND	31.28
06/27/2017	60%	Vehicle Operation	20 WATER OPERATING FUND	93.88
				0.00
Total Petro Card				
Pitney Bowes				
06/27/2017	8000-9000-0969-9830	Accounts Payable		-301.50
06/27/2017	Postage 20%	Office Supplies	01 GENERAL FUND:01.01 Administrat	60.30
06/27/2017	30%	Office Supplies	13 SEWER FUND	90.45
06/27/2017	50%	Office Supplies	20 WATER OPERATING FUND	150.75
				0.00
Total Pitney Bowes				
CenturyLink Business Services				
06/30/2017	June1412732126	Accounts Payable		-2.12
06/30/2017	June1412732126-85%	Telephone	01 GENERAL FUND:01.01 Administrat	1.80
06/30/2017	June1412732126-15%	Telephone	20 WATER OPERATING FUND	0.32
				0.00
Total CenturyLink Business Services				
Edge Analytical				
06/30/2017	17-14884 and 17-14721	Accounts Payable		-153.00
06/30/2017	17-14721	Lab Analysis Services	13 SEWER FUND	120.00

City of Falls City
Paid Bills Report
 As of June 6, 2017

Date	Memo	Account	Class	Amount
06/30/2017	17-14884, Hopkins main break	Lab Analysis Services	20 WATER OPERATING FUND	33.00
				0.00
06/30/2017	invoice 06282017-3	Accounts Payable		-46.83
06/30/2017	invoice 06282017-3, staples	Office Supplies	01 GENERAL FUND:01.01 Administrat	4.59
06/30/2017	Reader Board	Community Center Maint/Repairs	01 GENERAL FUND:01.01 Administrat	33.06
06/30/2017	Tarps	Maintenance Supplies	01 GENERAL FUND:01.07 Fire Depart	9.18
				0.00
06/30/2017	attached receipts	Accounts Payable		-96.50
06/30/2017	Till underage, 6/5, 2/7, 1/17	Miscellaneous Expenses	01 GENERAL FUND:01.01 Administrat	58.53
06/30/2017	ink cartridge for wip	Office Supplies	20 WATER OPERATING FUND	37.97
				0.00
06/30/2017	inv. 1216549	Accounts Payable		-54.53
06/30/2017	inv. 1216549, Dayton st sewer repair	Equipment Maintenance/Repair	13 SEWER FUND	54.53
				0.00

Total Edge Analytical
Frink's General Store

Total Frink's General Store
Petty Cash'

Total Petty Cash'
Van Well Building Supply

Total Van Well Building Supply

City of Falls City
City Council Regular Meeting Minutes
June 8, 2017 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: JoHanna Birr, City Clerk and Don Poe, Public Works Lead

Mayor Ungricht called the meeting to order at 6:04 pm.

1) Roll Call

Clerk Birr took roll call.

2) Pledge of Allegiance

Mayor Ungricht led the pledge.

3) Motion to adopt the entire Agenda

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

4) Consent Agenda

A motion was made by Councilor D. Sickles and seconded by Councilor Flynn to adopt the Consent Agenda with the addition of items E; Resolution 13-2017, F; Resolution 14-2017, G; Resolution 15-2017, and H; Contract for City Recorder Recruitment. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn. (Exhibit A)

5) Public Comments

Laura Britton of Falls City requested a street closure for the Solar Eclipse event on August 21, 2017. The closure would affect Main just east of the Fire Hall extending to 2nd Street from 6:00am until noon. More information will be in July's Council packet.

Ms. Britton will also be coordinating an Independence Day celebration on July 1 from noon to 4:00 pm. Further information will be included in the July Council packet as well.

A motion was made by Councilor Drill and seconded by Councilor Flynn that Laura Britton runs the fourth of July parade on July 1, 2017. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

Tracy Young of Falls City said the Neighborhood Watch group had done a walk about several weeks ago pinpointing a drug, problem and abandoned house. There have been three complaints so far. While out that 70* night, Green Haven emitted a smell of urine and sewage that was overwhelming. It was reported to Ms. Young that at Valsetz Heights, they are piling garbage over the area and maggots are present.

Ms. Young said the recent Rancore fire made it apparent code enforcement is much needed. Tires and junk fueled the fire. Mayor Ungricht said he is working on filling the position.

6) New Business

A. Resolution 09-2017, 2017-2018 Budget Adoption

Mayor Ungricht opened the Public Hearing for Revenue Sharing and the Budget at 6:17 pm. Hearing no public comments, he closed the Public Hearing at 6:18 pm.

A motion was made by Councilor Meier and seconded by Councilor Lauder that the City of Falls City approve resolution 09-2017 appropriating taxes at the rate of \$2.9202 per \$1,000.00 of assessed value and adopt the Fiscal Year 2017-2018 Budget in the amount of \$2,265,070.00 Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

B. Resolution 10-2017 Charter Franchise Agreement

A motion was made by Councilor Drill and seconded by Councilor L. Sickles that the City Council of the City of Falls City approve resolution 10-2017 a resolution extending the franchise agreement between the City of Falls City and Charter Communications through the 5th of June 2029 and give authority to Mayor Ungricht to execute the agreements. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

C. Resolution 11-2017 Water Leak Adjustment Policy

With this resolution, Council will no longer be required to approve leak adjustments. This can be done on an administrative level by staff. Mayor Ungricht will continue to update Council on any leak adjustments in his report.

A motion was made by Councilor Lauder and seconded by Councilor L. Sickles that the City Council of the City of Falls City approve Resolution 11-2017 a Resolution providing a water leak adjustment policy. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

D. Resolution 12-2017 Detailing Fees for Water / Wastewater Service

Mayor Ungricht opened the Public Hearing for detailing fees for water and sewer service and related charges; and water and sewer connection fees; and repealing prior resolution at 6:31 pm., Tracy Young asked if the fees would be paid in closing costs for realtors and the answer was yes. This resolution will also alter green shut off notices to a mailed notice saving staff time costs, increase the returned check fee and add a reconnection fee to all reconnections. Hearing no more public comments, Mayor Ungricht closed the public hearing at 6:32 pm.

A motion was made by Councilor Flynn and seconded Councilor by L. Sickles that the City of falls City resolves as follows, adopt Resolution 12-2017 detailing fees for water and sewer service and related charges; and water and sewer connection fees and repealing prior resolutions. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

E. Resolution 13-2017 Solid Waste Rate Increase

Mayor Ungricht opened the Public Hearing for Raising Solid Waste Fees at 6:36 pm. Hearing no comments, he then closed the meeting at 6:37 pm. (Exhibits B)

A motion was made by Councilor Lauder and seconded by Councilor D. Sickles that the City Council of the City of Falls City adopt Resolution 13-2017, a resolution establishing a revised schedule of solid waste rates, fees and charges pursuant to the Falls City Code Chapter 53 and repealing all prior fee schedules for solid waste providing an effective date. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

F. Resolution 14-2017 Audit Contract

A motion was made by Councilor D. Sickles and seconded by Councilor Meier that the City Council of Falls City approve Resolution 14-2017, a resolution authorizing a contract between the City of Falls City and Grove, Mueller & Swank PC for the 2017 financial audit. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn. (Exhibit C)

G. Resolution 15-2017 City Recorder Job Description

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A motion was made by Councilor Meier and seconded by Councilor Flynn that the City Council of the City of Falls City approve Resolution 15-2017, a resolution adopting job descriptions for the City of Falls City. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

H. City Recorder Recruitment

Mayor Ungricht created the position profile with the City Attorney's assistance. COG will attract the best candidates with advertising with specialized sources. Candidates will be narrowed to three and brought before Council for interviews. The cost was negotiated at \$4,500.00 (Exhibit E)

A motion was made by Councilor L. Sickles and seconded by Councilor Meier that the City Council of the City of Falls City accept the proposal from the Mid-Willamette Council of Governments and allow the Mayor to sign an agreement for the recruitment of a City Recorder. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn.

7) Correspondence, Comments and Ex-Officio Reports

A. Mayors Report

Council will have a meeting on July 20, 2017 at 5 pm for land use items. It is expected to take several hours to complete. Councilor Flynn is available but will not be at the regular Council Meeting on July 13, 2017.

8) Council Announcements

Councilor Drill shared National Night Out is on Tuesday, August 1, 2017 from 4:30 pm -9:30 pm. The Fire Department would like to do a block party and to close 3rd Street. She said the residents are in favor. It is called Building a Strong Community Takes All of US". Mayor Ungricht advised her to fill out the necessary forms for the July Council packet. The Fire Department will demonstrate vehicle extraction, the ambulance will demonstrate patient to life flight air ambulance. Refreshments and activities will be provided for all ages. 100 – 150 community members are anticipated. She also has the inventory Councilor Flynn needs to finish the community Center report.

Councilor Lauder recapped a statement made by Mike Bowman about not having large Rottweiler type dogs. Councilor Lauder said last Sunday there was an ambulance and police car at the RV Park for a dog bite.

Councilor Lauder said that Dick and Mike Bowman, owners of Green Haven RV Park were not holding up their end of the business. [Referring to the CUP in place with the City.] Mike Bowman is not honoring the letters he wrote the City. They are not controlling their business. Without a code enforcement officer there is little the city can do about violations but as a businessman we should at least be able to discuss it with him.

Mayor Ungricht agreed and said if they had basic and decent operating procedures there would not be a problem. Councilor Lauder reminded Council that Mike Bowman has told Council he would implement a 3 Strikes rule that would cause his tenants to be evicted should the police show up at their space three times in one month. He feels they should be "called out on the carpet" for not implementing the improvements he brought before Council.

It was speculated that the population visiting the trailer park frequently go there because of management and a very small number of tenants. Mayor Ungricht agreed it was 95% management's responsibility and poor operating procedure. Council agreed the owners of Green Haven RV Park care more about money than they care about who lives there.

Sheriff Garton offered to begin providing actual stats on calls at Green Haven RV Park.

Progress on the gaming license request from Laura Sickles was questioned. Mayor Ungricht has been very busy and code will need to be changed. It is more difficult than originally thought. It may be a project for the new City Recorder.

Councilor D. Sickles complimented the Community Services Consortium workers on their work on the Falls property. He asked that a Thank You be sent. Recognition will be sent in the form of a letter or proclamation for future resumes or job applications.

Councilor Flynn is now in possession of Councilor Drill's inventory review and will finish the report for Council.

Sheriff's Report

Sheriff Garton reported the Department now carries Narcan in every patrol car to treat opiate overdoses. Neighborhood Watch is providing very good information to the authorities and he appreciates the job they are doing with social media getting information out to the public as well.

Sometimes one piece of information is not sufficient at the time. As more is collected, it can be tied together. Sheriff Garton invited questions from Council. Councilor Meier mentioned patrol cars and a State Trooper speeding through town. Sheriff Garton doubted the claim of 70 miles per hour on N Main but would look into it at the County level. He added that when they get a call, they need to respond as quickly as possible.

Councilor Lauder asked the Sheriff is the PCSD found themselves repeating calls at certain locations consistently. The response was yes and no. There are a few certain places that a particular event occurs several times in a row, for a period of time, Mayor Ungricht thanked Sheriff Garton for providing the stats each month for Council. It is very appreciated by all. Mayor Ungricht said he has not gotten any complaints on the job the PCSD is doing here in the City. (Exhibit F)

Library Report

Andy Rommel distributed a handout, which calculated the libraries use value. I love Libraries has a library service calculator on line. He said they have begun the RFID or Radio Frequency Identification tagging on the inventory. It will streamline the checkout process from one book at a time to a stack at a time. The RFID scans using a special electronic pad. The summer reading program is about to get underway and the calendar is available. (Exhibit G)

9) Adjourn

The meeting adjourned at 7:20 pm.

_____ Mayor Terry Ungricht

Attested: _____ City Clerk JoHanna Birr

9

Notice of Public Meeting City Council Meeting

AGENDA

CITY OF FALLS CITY, OREGON

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

Thursday May 11, 2017 6:00 p.m.

Posted on June 2, 2017

1.) Call to Order

A) Roll Call: Terry Ungricht, Mayor____ Dennis Sickles ____ Lori Jean Sickles____
Jennifer Drill ____ Tony Meier____ Charlie Flynn ____ Clifford Lauder ____

2.) Pledge of Allegiance

3.) Motion to Adopt the Entire Agenda, with addition of items E, F, G, and H

4.) Consent Agenda: Motion Action Approving Consent Agenda Items

- A. Approval of the Billspages 1-3
- B. Approval of May 11, 2017 Council Meeting Minutespages 4-10
- C. Approval of May18, 2017 Work Session Minutes.....pages 11-13

6.) 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.

7.) New Business:

- A. Resolution 09-2017, 2017/18 budget adoption.....pages 14-23
- B. Resolution 10-2017, Charter Franchise Agreement.....pages 24-46
- C. Resolution 11-2017, Water Leak Adjustment Policy.....pages 47-50
- D. Resolution 12-2017, Fees for Water/Wastewater Service.....pages 51-60

Items handed out after packets were delivered;

- E. Resolution 13-2017 Solid Waste rate increase.
- F. Resolution 14-2017 Audit Contract.
- G. Resolution 15-2017 City Recorder job description
- H. Contract for City Recorder recruitment

8.) Correspondence, Comments, and Ex-Officio Reports

- A. Mayor Report.....pages 61-62
- B. Council Reports
 - Polk County Sheriff Garton’s report.....pages
 - Fire Department Monthly Report, January through May.....pages
 - Public Works Department Monthly Reportpages
 - Library Monthly Reportpage

8) Council Announcements

- A. Next regular Council Meeting, July 13, 2017 6:00 pm.

9) Adjourn

RESOLUTION 13-2017

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 1.8% in 2016 per the agreed index.
3. Based upon the procedures and requirements of Falls City Municipal Code, Section 53.01.070, the City's franchisee has provided information to support an increase of 1.3% in rates and City staff has concurred in the justification for the increase in rates.
4. The 1.3% increase will be effective July 1, 2017.
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, 2017.

Section 2. All prior solid waste rates, fees and charges are repealed effective July 1, 2017.

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

Date

Terry Ungricht, Mayor

Attest:

Date

Domenica Protheroe, City Clerk

ll

RESOLUTION 14 - 2017

A RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE CITY OF FALLS CITY AND GROVE, MUELLER, & SWANK, PC FOR THE YEARLY FINANCIAL AUDIT.

FINDINGS:

1. The City of Falls City desires to accept a contract with Grove, Mueller, and Swank, PC to perform the 2017 Financial Audit.

NOW THEREFORE;

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

Section 1. The contract, which is attached hereto and incorporated herein by this reference is hereby approved and adopted by this Resolution.

Section 2. This Resolution was duly PASSED and ADOPTED by the Falls City Council this Eighth day of June, 2017 and takes affect upon signing by the Mayor.

Approved:

Date

Terry Ungricht, Mayor

Attest:

Date

Domenica Protheroe, City Clerk

RESOLUTION 15-2017

A RESOLUTION ADOPTING JOB DESCRIPTIONS FOR THE CITY OF FALLS CITY

Findings:

1. The City of Falls City recognizes the need for job descriptions for city employees.
2. The City of Falls City finds that it is in the best interest of both the city and staff to maintain current job descriptions for employees.
3. It is necessary, from time to time, to make amendments to job descriptions in order to update and better adapt the responsibilities to fit the current needs and situations.
4. Job descriptions provide the base for annual performance reviews.

NOW THEREFORE,

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

Section 1. That the job description for City Recorder, as set forth in Exhibit "A" is hereby adopted.

Section 2. This Resolution was duly PASSED and ADOPTED by the Falls City Council this eighth (8) day of June, 2017 and takes effect upon signing by the Mayor.

Approved:

Date

Terry Ungricht, Mayor

Attest:

Date

Domenica Protheroe, City Clerk

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AGENDA REPORT

TO: COUNCIL
FROM: MAYOR TERRY UNGRICHT
SUBJECT: CONTRACTING FOR CITY RECORDER
DATE: 06/07/2017

SUMMARY

Council has directed staff to hire a City Recorder and to investigate the best process for hiring the position.

BACKGROUND

Staff has worked up a proposal with Mid-Willamette Valley Council of Governments (COG) to help with the hiring of the City Recorder position. Staff talked with LGIP and asked for information from other Cities to come up with our recommendation of COG. I was able to negotiate from \$5500.00 to \$4500.00 for the listed services, this is by far the most cost effective proposal I was able to find.

PREVIOUS COUNCIL ACTION

Directed staff to hire a City Recorder.

ALTERNATIVES/FINANCIAL IMPLICATIONS

Proposal would contain costs to \$4500.00 plus advertising.

STAFF RECCOMENDATION

Staff recommends the City Council pass motion for staff to enter into agreement with COG.

EXHIBIT

A- COG proposal

PROPOSED MOTION

I move the City Council of the City of Falls City approve the proposal from Mid-Willamette Valley Council of Governments and allow the Mayor to sign an agreement for the recruitment of a City Recorder.



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June 6, 2017

Mayor Terry Ungricht
City of Falls City
299 Mill Street
Falls City, Oregon 97344

Dear Mayor Ungricht:

The Mid-Willamette Valley Council of Governments (hereinafter referred to as “COG”) is pleased that the City Council is interested in contracting with the COG to facilitate the recruitment process for a City Recorder for the City of Falls City.

The scope of services for the recruitment process may, at the discretion of the Council, include any or all the following activities:

- Develop a **recruitment timeline** based on the City’s decisions regarding placement of advertisements and the associated deadlines;
- Review the **position profile** with the city. The profile is a key component of a successful recruitment and includes the desired knowledge, skills, training and experiences that the City is looking for in a City Recorder. This profile will form the basis for the screening of applications, interview questions and candidate evaluation.
- Draft and place the **position advertisements**.
- Receive applications and send **acknowledgement letters** to all applicants.
- **Screen applications** down to those which most closely fit the position profile
- **Respond to inquiries** from candidates during the recruitment process
- Perform **background/reference checks** on finalist(s). The base fee includes up to three (3) backgrounds at no additional charge. Additional background/reference checks will be billed to the City at \$400 per additional background.
- Work with the City in designing the **interview process** and the development of **interview questions**.
- **Facilitate the interview process**.
- Send out **regret letters** to unsuccessful candidates at appropriate times during the recruitment process.

Items not included in the fee charged by the COG include actual advertising costs and travel for candidates and related expenses of candidates for participating in interview processes or the costs

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Attachment A

**City of Falls City
Job Description
City Recorder**

Purpose of Position:

Under the general direction of the City Manager, performs a variety of complex technical, legal, professional administrative and analytical duties, in various areas of local government. A key member of the City's management team, the position requires experience in records and documents management, volunteer coordination, management of administrative staff, oversight of volunteer committees and commissions and other duties supporting the City Manager.

Essential Job Functions:

The following duties give a general example of the work requirements of this position. These examples are not meant to include all possible duties which the employee may be expected to perform.

- 1) Supervise administrative staff and utility billing.
- 2) Supervise Council Actions and maintain City Code based on Council actions.
- 3) Serve as City elections officer.
- 4) Develop web content and serve as contact for IT services.
- 5) Monitor performance, provide annual reviews, and maintain personnel files of administration staff.
- 6) Consult with City Insurance carrier (CIS), Council of Governments (COG), and other agencies as required.
- 7) Serve as the records manager; maintaining and responding to public records requests, maintain city records in accordance with OAR 166.200, archive records, and manage records destruction schedule.
- 8) Serve as point of contact for land use planning, review land use applications for code compliance, review permits before forwarding to COG, and finalize permits for Mayor's signature and distribution.
- 9) Serves as coverage for front office.
- 10) Highly proficient in Microsoft Office suite and other technical software as may be required.
- 11) Other duties as prescribed by the City Manager.

Auxiliary Functions:

Ability to work with the general public, regulatory agencies, advisory boards, City Council, and other city staff on a regular basis.

Skills and Abilities:

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- 1) Thorough knowledge of office and administrative practices, procedures, equipment, and utility billing.
- 2) Knowledge of municipal government.
- 3) Understanding of administrative functions.
- 4) The ability to work well with citizens, committees, commissions, City Council, coordinating work flow and special projects.
- 5) The ability to prepare reports, resolutions, ordinances, and give presentations as required.
- 6) Possess strong verbal and written communication skills.

Job Qualifications:

- 1) Graduation from an accredited college or university with a degree in Public Administration, Business Administration, or closely related field.
- 2) 5 years' experience with increasing areas of responsibility in municipal government service or the private sector.
- 3) Experience as a City Clerk, Assistant to City Administrator, or executive assistant.
- 4) Certified Municipal Clerk designation.
- 5) Or an equivalent combination of experience and training.
- 6) Valid Oregon Driver's license with a driving record acceptable to the City's insurance carrier.

Supervision Received and Supervisory Responsibilities:

Work is performed under the general direction of the City Manager and position will supervise administrative staff.

Hours of Work:

Position is classified as an exempt position with no set hours but is required to maintain 40 hours a week. Position is responsible to manage clerical employees to maintain daily office schedule and to cover clerical absences as needed. Position may be required to work extended hours including evenings and weekends as needed.

Ergonomic Requirements:

Ability to reach, bend, lift, stoop, crouch, and perform similar functions while performing essential job functions. Lifting up to 25 pounds unassisted and be able to operate a computer for long lengths of time.

Library Director's Report

June 2017

- **Attendance** for the month of May was 93 adults and 124 children (217 total). 147 (68%) were there for research related activity.
- Wagner Library is tentatively scheduled for RFID tagging beginning Tuesday, June 6th. It is likely that will be pushed back a week
- Have begun ordering and receiving summer reading program activity supplies and materials. The Itemizer Observer has donated over 100 newspapers for our day 1 activity: "Building Newspaper Towers".
- Actively ordering and receiving donated incentives and rewards from local businesses for summer reading program.
- I have received over \$400 of incentive books for the summer reading program from an online distributor.
- I attended Scholastic Books' annual book fair in Salem and purchased an additional \$220 of high quality, give-away books for our Summer Reading Program .
- I have collected and entered every Wagner Community Library public interest survey that was returned and resulting statistics have been calculated.

Andy Rommel – Library Director



Supporting one of our nation's most important resources

An initiative of the American Library Association

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SEARCH

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WHAT'S YOUR LIBRARY WORTH?

Value of Your Library Use

Input Your Use	Library Materials & Services	Value of Your Use
10	Adult Books Borrowed	\$ 170.00
	YA Books Borrowed	\$ 0.00
5	Childrens Books Borrowed	\$ 85.00
	Audiobooks Borrowed	\$ 0.00
	Interlibrary Loan Requests	\$ 0.00
	eBooks Downloaded	\$ 0.00
	Magazines Read	\$ 0.00
	Newspapers Read	\$ 0.00

20

10	Movies Borrowed	\$40.00
2	CDs Borrowed	\$19.90
	Music Downloaded	\$0.00
	Meeting Room Use (per hour)	\$0.00
	Adult Program Attended	\$0.00
	Young Adult Program Attended	\$0.00
1	Childrens Program Attended	\$7.00
	Museum Passes Borrowed	\$0.00
20	Computer Use (per hour)	\$240.00
	Database Searches	\$0.00
5	Reference Assistance	\$35.00
<input type="button" value="Calculate The Value of Your Library Use"/> <input type="button" value="Clear Form"/>		\$596.90

This worksheet has been adapted from the [Massachusetts Library Association](http://www.masslib.org) (<http://www.masslib.org>) and [Chelmsford Library](http://www.chelmsfordlibrary.org) (<http://www.chelmsfordlibrary.org>). **How the values were calculated.**

An initiative of the American Library Association

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City of Falls City
City Council Meeting
Joint Work Session Minutes
June 8, 2017

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

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

Staff Present: JoHanna Birr, City Clerk and Don Poe, Public Works Lead

School Board Present: Jack Thompson- Superintendent, and Jamie Kidd
Mayor Ungricht called the meeting to order at 5:35 PM.

1) Roll Call

Clerk Birr took roll call. Lori Sickles left the room at 5:32 pm and returned at 5.36 pm. Charlie Flynn arrived at 5:44 pm.

2) Pledge of Allegiance

Mayor Ungricht left the pledge to be recited at the regular Council meeting.

3) Motion to adopt the entire Agenda

A motion was made by Councilor D. Sickles and seconded by Councilor Meier to adopt the entire agenda. Motion carried 5-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles

4) New Business:

A. Wagner Library

Jack Thompson recapped the survey adding that Andy Rommel was doing a good job at the library. The recent library survey was sent out with water bills, home to parents, posted on several websites and made available to the public. The survey received 68 responses. All but 15 of those supported a tax levy to operate the library. The remainder noted they would not care if the library closed.

Both parties agreed that a library district was not feasible. Mr. Thompson suggested putting the levy on the November Ballot at no cost.

Mayor Ungricht asked if the school would keep the current library funding arrangement with the City if a 5-year levy was obtained. Mr. Thompson responded the School District already has the library budgeted for the next two years.

Mayor Ungricht said the Fire Department would need additional funding for updated apparatus very soon. The library costs are comparative to the Fire Department needs and requirements to operate-approximately \$43,000.00 annually. The Fire Department may need a levy if SWPFD does not renew their contract. Council was against combining the two levies. Both parties agreed it was best to let the community decide the library's fate and know that it is a reality.

Deadline for ballot measures are August 1. Mayor Ungricht will meet with Valerie Unger, County Clerk and get the wording ready for Council vote at the regular July meeting. Should the measure fail, the library will begin the 4-6 month close process.

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Staff will forward Wagner Trust figures to Mr. Thompson and Ms. Kidd. Mr. Thompson said the School District would be happy with this outcome. Ms. Kidd thanked Mayor and Council for their time and diligence.

5) Correspondence, Comments, and Ex-Officio Report

6) Adjourn

The meeting adjourned at 6:02 PM.

_____ Mayor Terry Ungricht

Attested: _____ City Clerk JoHanna Birr

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AGENDA REPORT

TO: CITY COUNCIL
FROM: MAYOR UNGRICHT
SUBJECT: RESOLUTION 16-2017 SMALL CITY ALLOTMENT GRANT
DATE: 6/21/2017

SUMMARY

The State of Oregon Transportation Commission administers a portion of state highways funds. These funds are to be allotted to small cities with populations of less than 5,000 for streets that are locally managed and are inadequate for the capacity they serve or in a condition detrimental to safety.

BACKGROUND

Falls City has limited resources and road maintenance is a safety concern. The City has applied for this allotment in the past and has been awarded funds for paving on South Main Street. The proposed project is 5th Street starting at the intersection of Mitchell Street and running North 925 feet to the intersection of Fair Oaks Street. This would greatly improve the approach to the Fair Oaks intersection where the pavement is worn, cracked and beginning to form potholes. This is a high traffic street and repaving this area would reduce safety concerns.

PREVIOUS COUNCIL ACTION

N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

Would allow staff to apply for SCA grant for funding of 5th Street overlay.

STAFF RECOMMENDATION

Staff recommends Council approve resolution 16-2017 to apply for grant.

EXHIBITS

SCA application and supporting documentation

PROPOSED MOTION

I move that the City Council of the City of Falls City approve Resolution 16-2017, A RESOLUTION OF THE CITY OF FALLS CITY APPROVING THE APPLICATION FOR THE SPECIAL CITY ALLOTMENT.

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RESOLUTION 16-2017

A RESOLUTION OF THE CITY OF FALLS CITY APPROVING SPECIAL CITY ALLOTMENT

Findings:

1. Under the provisions of ORS 366.800 and 366.805, there has been withdrawn from State Highway funds appropriated for allocation to the several cities of the State of Oregon the sum of Five hundred Thousand and No/100 (\$500,000) Dollars, and in addition there has been withdrawn from monies available to the Department of Transportation from the State Highway Fund the sum of Five Hundred Thousand and No/100 (\$500,000) Dollars. As provided in ORS 366.805, said sums have been set up in a separate account to be administered by the Oregon Transportation Commission and to be allotted each year by said commission to be spent, within cities of 5,000 or fewer persons, upon streets not a part of the State Highway system that are inadequate for the capacity they serve, or are in a condition detrimental to safety.
2. The City of Falls City is an incorporated City of the State of Oregon and has a population less than 5,000 as given by the latest official census. The following streets of said City, Fifth Street from intersection of Mitchell Street north approximately 965 feet to intersection of Fair Oaks Street meet the conditions required in ORS 366.805.

NOW THEREFORE,

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

Section 1. The aforementioned named street of Falls City is inadequate for the capacity they serve or are in a condition detrimental to safety.

Section 2. The said street of Falls City is in need of repair, reconstruction or other major improvement.

Section 3. That said street is not a part of the state highway system and is under the jurisdiction and control of the City.

Section 4. That the Oregon Transportation Commission is hereby respectfully requested to consider and declare said street as qualified for reconstruction, repair, or other improvements out of funds allocated and made available by and through the said \$1,000,000 appropriation of revenues which is to be administered and spent by the Transportation Commission.

Section 5. That the City of Falls City does hereby offer to the Transportation Commission and hereby does pledge complete cooperation and assistance to the end,

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and that Falls City may share and participate in the use and benefit of said special fund and appropriation and therefore does designate the City Manager as the official representative of the City in all negotiations resulting from this request.

Introduced and adopted July 13, 2017:

Date

Mayor/Manager, Terry Ungricht

Attest:

Date

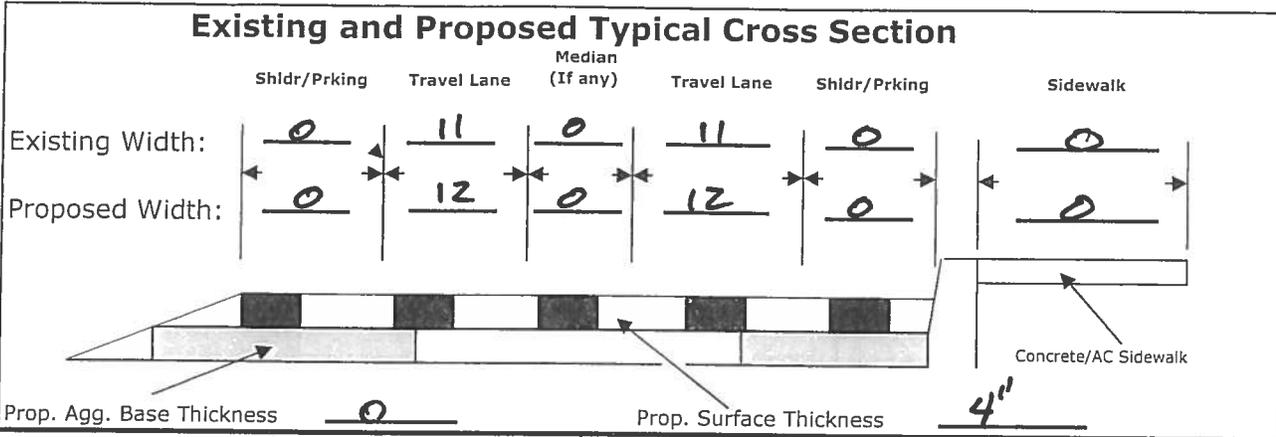
Domenica Protheroe, City Clerk

Special City Allotment (SCA) Application

CITY OF FALLS CITY DATE 06-21-2017

STREET NAME 5TH Street FROM Mitchell St. TO Fairoaks St.
 (Attach map showing project limits.)

Project Length 925' Est. Project Cost \$ 60,000⁰⁰ Avg. Daily Cars (Current) 520 est. Avg. Daily Trucks (Current) _____



Pavement
 Surface Type _____
 Existing: AC Pavement
 Proposed: AC Pavement
 Proposed Thickness: 4"

Storm Sewer
 Existing (Y/N): N
 Proposed (Y/N): N
 Pipe Diameter: N/A
 Pipe Length: N/A

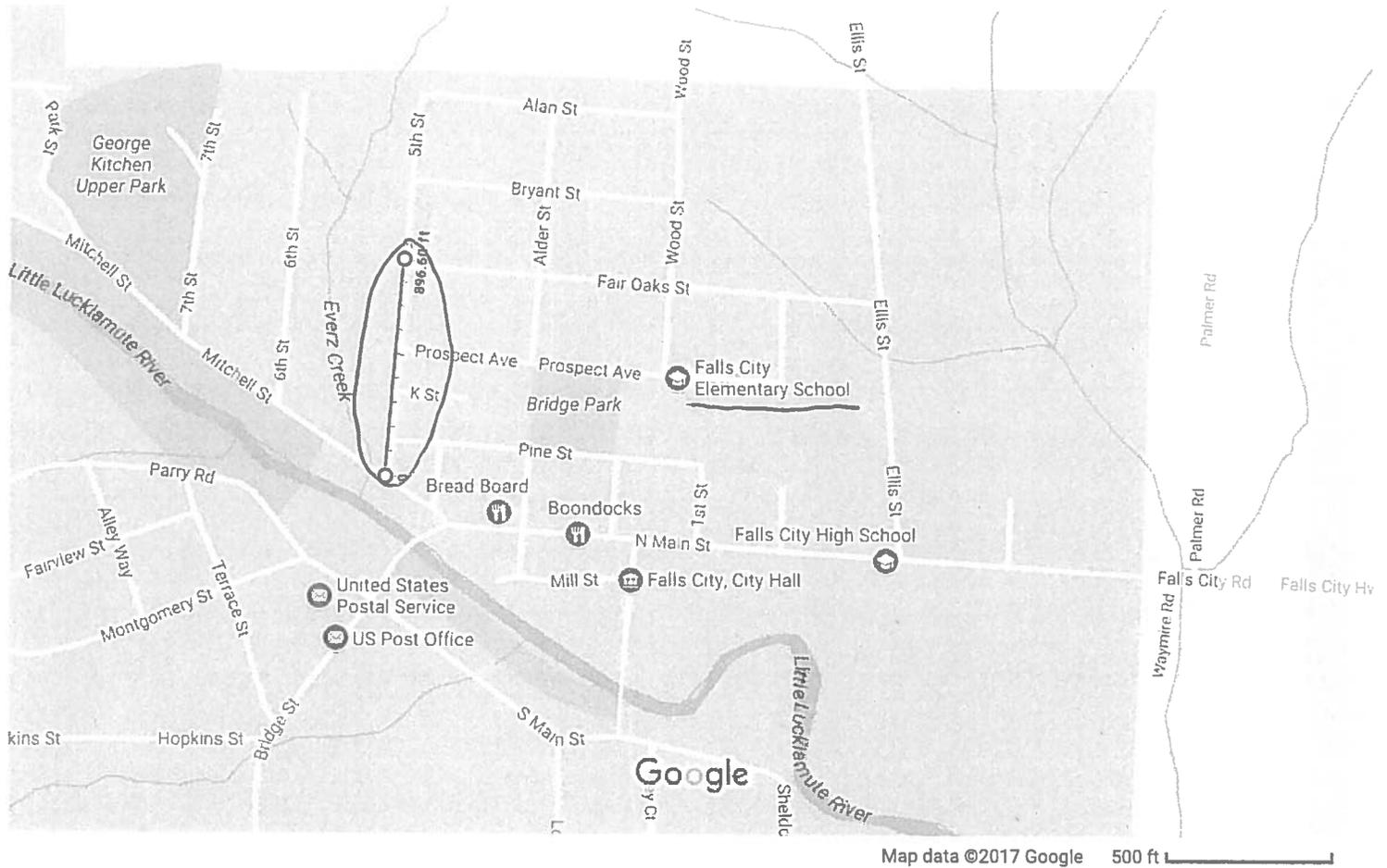
Adjustments:
 Inlets #: 0
 Manholes #: 0
 Pipes #: 0

Right-of-Way
 Existing Width: 60
 Adequate? (Y/N): Y
 Proposed Width: N/A

	Left Side	Right Side
Sidewalks		
Existing (Y/N):	<u>N</u>	<u>N</u>
Prop. (Y/N):	<u>N</u>	<u>N</u>
Proposed Length:	<u>N/A</u>	<u>N/A</u>
Proposed Width:	<u>N/A</u>	<u>N/A</u>
Curbs		
Existing (Y/N):	<u>N</u>	<u>N</u>
Prop. (Y/N):	<u>N</u>	<u>N</u>
Length:	<u>N/A</u>	<u>N/A</u>
Type:	<u>N/A</u>	<u>N/A</u>
Bridge		
Name & Bridge #:	<u>N/A</u>	
Length:	<u>N/A</u>	
Width:	<u>N/A</u>	
Type of Structure:	<u>N/A</u>	
Sufficiency Rating #:	<u>N/A</u>	
Name of Stream:	<u>N/A</u>	

Remarks: Proposed paving overlay begins at intersection of Mitchell Street and continues North on 5TH Street for approximately 925' to the intersection of Fairoaks St. This is a local Street that accesses the Falls City Elementary School and all of the North residential area.

By: T J Unsworth Mayor Date: 6-21-2017
 By: _____ Date: _____
 By: T J Unsworth City Administrator **MANAGER** Date: 6-21-2017 27



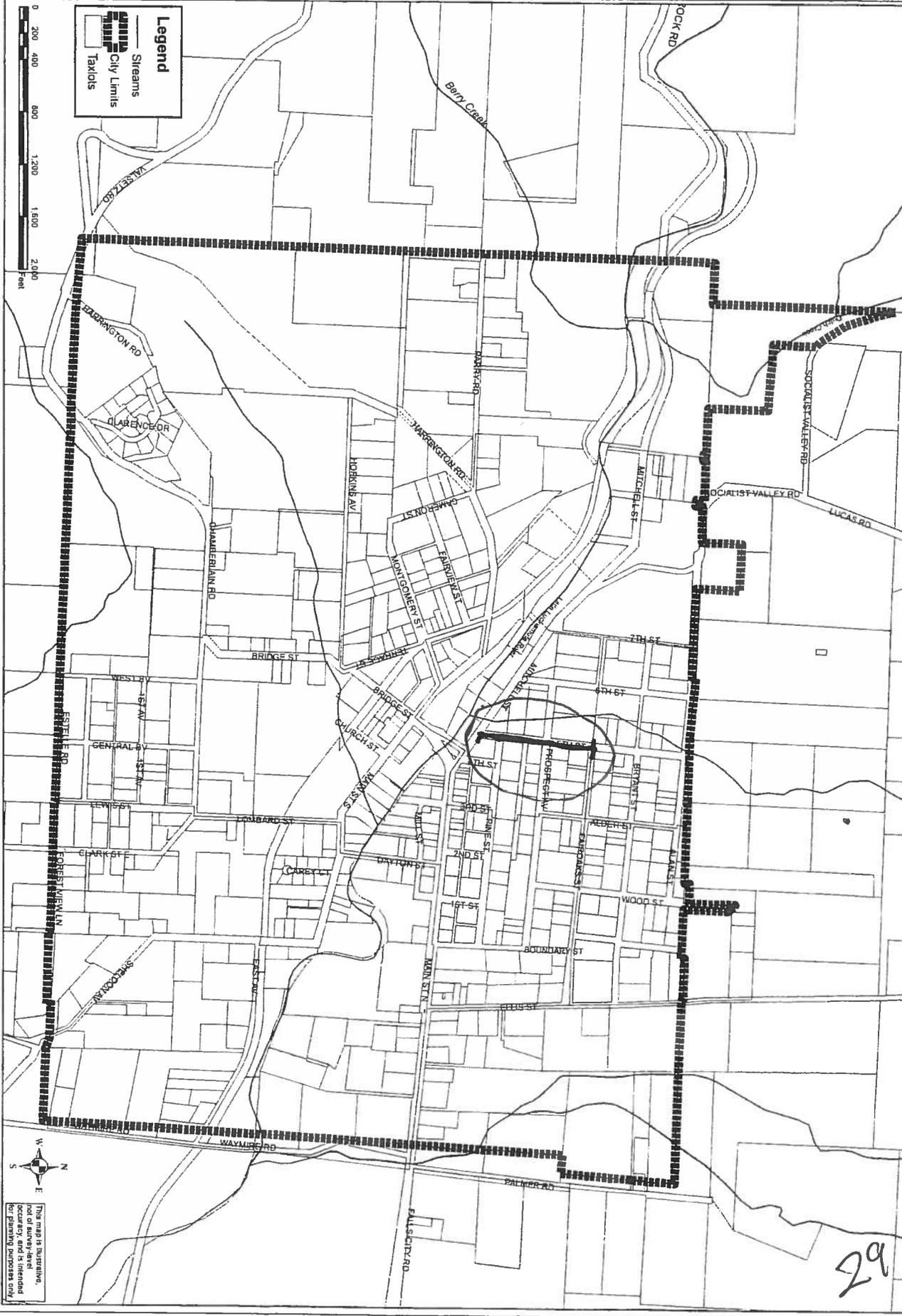
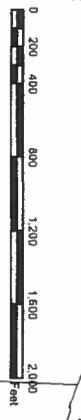
Measure distance
Total distance: 896.60 ft (273.28 m)

2012 Falls City TSP Inventory

Map Date	12/2012
Author	LA

Legend

- Streams
- City Limits
- Taxlots



North arrow pointing up.

This map is the strictest, most accurate representation of the current status of the City of Falls City. It is not to be used for any other purpose.

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Map Information: Valley Council of Governments - 103 Main Street, SE - Salem, OR 97301 - (503) 585-4177 or (503) 585-4094 fax - mrc@valleycog.org - www.mrcog.org

Intersection Fair Oaks and 5th Street looking South.



Midway on 5th Street between Fair Oaks and Prospect.



Close up of above picture between Fair Oaks and Prospect.



Looking North at 5th Street between Mitchell Street and Prospect Ave.



AGENDA REPORT

TO: COUNCIL
FROM: JOHANNA BIRR THROUGH MAYOR TERRY UNGRICHT
SUBJECT: ARBOR DAY CELEBRATION
DATE: 06/26/2017

SUMMARY

At the June 2017 Parks and Recreation meeting, Committee passed a motion 5-0-0, to hold Fall City's Arbor Day Celebration in conjunction with the Annual SOLVE Clean Up event on the second Saturday of September each year.

The Community could plan and look forward to participating each year. Council would not have to adopt a new Arbor Day Resolution each year due to changing dates and staff could have it placed on the calendar well in advance to avoid conflicting events. In addition, the Department of Forestry and Arbor Day Foundation would have the information when they request it each February to plan their calendars relating to Tree City USA.

BACKGROUND

Falls City's first Arbor Day celebration was held December 10, 2016 in order to meet application requirements before the extended December 31 deadline. The regular deadline is December 16 of each year.

PREVIOUS COUNCIL ACTION

ADOPTED RESOLUTION 24-2016 SETTING DECEMBER 10TH AS ARBOR DAY FOR 2016

ALTERNATIVES/FINANCIAL IMPLICATIONS N/A

STAFF RECCOMENDATION

Adopt the Resolution

EXHIBIT

Resolution 17-2017

PROPOSED MOTION

I move the City Council of the City of Falls City adopt Resolution 17-2017 **A RESOLUTION DECLARING SUPPORT OF ARBOR DAY AND SETTING AN ANNUAL DATE TO CELEBRATE ARBOR DAY IN FALLS CITY, OREGON**

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RESOLUTION 17 - 2017

A RESOLUTION DECLARING SUPPORT OF ARBOR DAY AND SETTING AN ANNUAL DATE TO CELEBRATE ARBOR DAY IN FALLS CITY, OREGON

Findings:

1. The Falls City Park and Recreation Committee has requested Council support to celebrate Arbor Day; and
2. The Falls City Park and Recreation Committee recommends to Council to celebrate Arbor Day on the second Saturday in September each year; and
3. The Fall City Park and Recreation Committee is willing to take on the responsibilities of organizing the community to celebrate Arbor Day.

Recitals:

Whereas, in 1872 Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate temperature, clean the air, produce life-giving oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, wherever they are planted, trees are a source of joy and renewal.

NOW THEREFORE;

33 2/6

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

Section 1. The City of Falls City Council hereby proclaims that the second Saturday in September will be the official annual Arbor Day celebration.

Section 2. This Resolution was duly PASSED and ADOPTED by the Falls City Council this Thirteenth (13) day of July, 2017, and takes effect upon signing by the Mayor.

Approved:

Date

Terry Ungricht, Mayor

Attest:

Date

JoHanna Birr, City Clerk

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AGENDA REPORT

TO: CITY COUNCIL
FROM: DOMENICA PROTHEROE, THROUGH MAYOR TERRY UNGRICHT
SUBJECT: ORDINANCE 544-2017 CITY COUNCIL SERVING AS THE PLANNING COMMISSION
DATE: 06/13/2017

SUMMARY

At this time Falls City does not have an active planning commission.

Ordinance 530-2013, introduced language to Municipal Code Chapter 32.01 Planning Commission, that allowed Council to serve as the Planning Commission when the commission is not active. Inadvertently, this language was repealed by the adoption of Ordinance 538-2014, which replaced Municipal Code Chapter 32 in its entirety. Since 2014, the City Council has served in place of the Planning Commission by motion of Council.

Adoption of the proposed ordinance would reintroduce the original language of Ordinance 530-2013 into Municipal Code Chapter 32.01.08 Planning Commission. This will provide a safety net for the future should the Planning Commission remain inactive.

Adoption of the proposed Ordinance will document approved procedures in preparation for staff transition.

PROCESS FOR ADOPTION

City Charter, Chapter IV Legislative Authority, Section 16, Ordinance Adoption:

- a) Except as authorized by subsection (b), adoption of an ordinance requires approval by a majority of the council after reading of the ordinance at two meetings.
- b) The council may adopt an ordinance at a single meeting by the unanimous approval of at least a quorum of the council, provided the proposed ordinance is available in writing to the public at least one week before the meeting.
- c) Any of the readings of an ordinance may be by title, only, unless a councilmember present at the meeting requests to have the ordinance read in full.

BACKGROUND

The Falls City Zoning and Development Code (FCZDO) requires the Planning Commission to serve in a variety of land use actions, including Quasi-Judicial actions, Legislative recommendations and hear appeals for staff decisions regarding Type II procedures. City Council would serve as the appeal board for

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the Planning Commission land use actions, if the Planning Commission was active. The appeal board for City Council land use actions is Land Use Board of Appeals (LUBA).

- Type II Procedure (Administrative): Type II decisions are made by the City Recorder with public notice and an opportunity for a public hearing. The appeal of a Type II decision is heard by the Planning Commission.
- Type III Procedure (Quasi-Judicial): Type III decisions are made by the Planning Commission after a public hearing, with appeals reviewed by the City Council. Type III decisions generally use discretionary approval criteria.
- Type IV Action Procedure (Legislative): Type IV procedures apply to legislative matters. Legislative matters involve the creation, revision, or large-scale implementation of public policy (e.g., adoption of land use regulations, zone changes, and comprehensive plan amendments which apply to entire districts). Type IV matters are considered initially by the Planning Commission with final decisions made by the City Council.

PREVIOUS COUNCIL ACTION

The City Council has served as the Planning Commission since 2013 due to the lack of quorum of the Planning Commission.

ALTERNATIVES/FINANCIAL IMPLICATIONS

Failure to pass the ordinance would require that the City Manager place a motion before Council each time a Quasi-Judicial or Legislative land use action comes before the City.

STAFF RECOMMENDATION

Staff recommends the City Council adopt Ordinance 544-2017.

EXHIBIT

Ordinance 544-2017 An Ordinance amending Falls City Municipal Code Section 32.01, relating to the City Planning Commission; and declaring an emergency.

PROPOSED MOTION

I move the City Council of the City of Falls City read the Ordinance 544-2017 for the **first time** by title only. "Ordinance 544-2017 An ordinance amending Falls City Municipal Code Section 32.01, relating to the City Planning Commission; and declaring an emergency."

I move the City Council of the City of Falls City read the Ordinance 544-2017 for the **second time** by title only. "Ordinance 544-2017 An ordinance amending Falls City Municipal Code Section 32.01, relating to the City Planning Commission; and declaring an emergency."

I move the City Council of the City of Falls City adopt Ordinance 544-2017 An ordinance amending Falls City Municipal Code Section 32.01, relating to the City Planning Commission; and declaring an emergency.

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ORDINANCE NO. 544-2017

An ordinance amending Falls City Municipal Code Section 32.01, relating to the City Planning Commission; and declaring an emergency.

FINDINGS: The Falls City Planning Commission, and the powers and duties thereof, are established under Section 32.01 of the Falls City Municipal Code; and

FINDINGS: There may be occasions when, because of a lack of quorum of the Planning Commission and for other reasons, the Planning Commission is unable to fulfill its responsibilities in as set forth in Section 32.01 of the Falls City Municipal Code and in the Falls City Zoning and Development Ordinance in a timely manner; and

FINDINGS: The Falls City Council finds that it is in the best interest of the City that matters pending before the Planning Commission not be unduly delayed or hindered on account of a lack of quorum or other inability of the Planning Commission to act;

THE CITY OF FALLS CITY ORDAINS AS FOLLOWS:

SECTION 1: Section 32.01. of the Falls City Municipal Code is hereby amended and the following is hereby added to and made a part thereof:

32.01.080 Nonexistence of a Planning Commission

In the event the City Council determines that the Planning Commission is, at any time, and for any reason, including but not limited to lack of a quorum to conduct business, unable to act and to discharge its responsibilities under this section and under the Falls City Zoning and Development Ordinance, the City Council may act in the place and stead of the Planning Commission, and all such acts taken by the City Council pursuant to such a determination shall be deemed and shall have the same force and effect as actions taken by the Planning Commission.

SECTION 2: This ordinance being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist and this ordinance shall take effect on its passage.

READ FIRST TIME by the Common Council of the City of Falls City this 13th day of July, 2017.

READ SECOND TIME AND ADOPTED by the Common Council of the City of Falls City this 13th day of July, 2017.

AYES: NAYS: ABSTAIN: ABSENT:

Terry Ungricht, Mayor

ATTEST _____
Domenica Protheroe, City Clerk

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AGENDA REPORT

TO: CITY COUNCIL
FROM: DOMENICA PROTHEROE, CITY CLERK THROUGH MAYOR UNGRICHT
SUBJECT: PARKS MASTER PLAN FUNDING STRATEGIES
DATE: 6/26/2017

SUMMARY

The Park and Recreation Committee requests feedback on several Park System funding ideas that will be included in the Parks Master Plan document. Action is not required – comments are sought.

The City collects a small user fee for the reservation of the George Kitchin Upper Park gazebo (\$20); this is the only city park facility that can be reserved. As the number and quality of park amenities increase the amount of user fees should increase. The user fees, however, do not reimburse the cost to operate the park system. Recreational immunity must be examined when a fee is charged. Recreational immunity is provided to the holder of any legal or equitable title of land where fees are not charged. Where fees are charged consult CityCounty Insurance Service (CIS).

BACKGROUND

Falls City Parks would benefit greatly from a dedicated funding source to augment limited funding provided by the General Fund: 2017-2018 Budget for Parks Department \$9,920. The following recommendations have been added to the Draft Park Master Plan:

A Park Utility Fee (PUF) or a Park Maintenance Fee (PMF) can provide a dedicated and stable income stream. The additional revenue generated by a PUF could be used for grant matching funds and park improvements, whereas a Park Maintenance Fee (PMF) would help pay for maintenance and operations.

Several communities in Oregon have established parks utility/ or maintenance fees. The fee is billed through the Utility Billing System. League of Oregon Cities does not offer a list of cities that have a PUF/PMF, but a web search found: Tigard (\$3.75 – \$7), West Linn (\$13.01), Medford (.31 cent per unit/per month plus \$2.56 for development of the Medford Sports and Community Park), Central Point, Vernonia (\$2.00), and Gresham (\$7.50 monthly fee for police, fire and parks).

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The following table illustrates the estimated revenue generation, based upon the number of dwelling unities and business units with City services (water and/or water and sewer) **within** Falls City City Limits.

Services within City Limits	Active & Inactive Services #	\$2.00 Monthly PUF		\$3.00 Monthly PUF		\$4.00 Monthly PUF	
		Month	Annual	Month	Annual	Month	Annual
Residential ¹	392	\$784	\$9,408	\$1,176	\$14,112	\$1,568	\$18,816
Residential Commercial ²	3	\$6	\$72	\$9	\$108	\$12	\$144
Non Residential Commercial ³	8	\$16	\$192	\$24	\$288	\$32	\$384
Business with Water Agreement	1	\$2	\$24	\$3	\$36	\$4	\$48
Totals	384	\$808	\$9,696	\$1,152	\$13,824	\$1,616	\$19,344

Implementation: Resolution defining a Park Utility Fee or a Park Maintenance Fee. Update the fee resolution with the PUF/PMF. A public hearing for new fees is required (ORS 294.160 Opportunity for public comment on new fee or fee increase).

Special Use Permit Fee: The City should consider a special use permit policy and fees for large events. The special permit process would allow staff and City Council to consider liability, road closures, temporary restrooms requirements, public safety, security, and the effect on the community as a whole. The associated fee and cleaning deposit should pay for administration, operational, and maintenance costs associated with such events. Cleanup after past special events has placed a burden on tax payers because public works both prepares the park area and cleans after the event.

Implementation: Resolution outlining special permit policy and update the fee resolution with Special Permit Fee. A public hearing for new fees is required (ORS 294.160 Opportunity for public comment on new fee or fee increase).

Transient Lodging Tax (TLTs) is one of the most direct means for jurisdictions to collect revenues from visitors. A Transient Lodging Tax is a tax on temporary lodging at hotels, motels, campgrounds, and other temporary lodgings. Oregon has a statewide TLT of 1.8% and cities and counties can also charge a local TLT subject to certain limitations. The state regulations governing lodging taxes in Oregon can be found in ORS 320.300 to 320.350. A brief summary of state and local lodging taxes follows:

- 70% must be used for tourism promotion or tourism related facilities
 - o Increased tourism as a result of marketing and additional facilities would benefit the local economy and residents will receive benefit by new facilities.
 - o "Tourism-related facility" means:
 - (a) A conference center, convention center or visitor information center; and
 - (b) Other improved real property that has a useful life of 10 or more years and has a substantial purpose of supporting tourism or accommodating tourist activities. (E.g., Site Built restrooms connected to sewer.)
- 30% is unrestricted in use and can be applied to a city fund. E.g., Street Fund.

¹ Includes Churches, Post office, as of May 2017

² Includes businesses with residential units May 2017

³ includes Businesses without residential units, excludes schools and city properties May 2017

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Exempt Persons:

- Lodgers who spend more than 30 days at the same facilities
- Federal employees on federal business

As of August 2016, there were 85 cities and 15 counties in Oregon imposing a transient lodging tax. In 2013 the local transient lodging tax rates ranged from 3% to 12%.

Implementation: A new City Ordinance is required to implement a Transient Lodging Tax. A public hearing for new fees is required (ORS 294.160 Opportunity for public comment on new fee or fee increase). Update fee resolution with tax rate and reimbursement rate. Additionally, create a new fund, procedures for accounting and front office, create TLT reporting forms, and offer training for inn keepers.

PREVIOUS COMMITTEE ACTION	N/A
ALTERNATIVES/FINANCIAL IMPLICATIONS	N/A
STAFF RECOMMENDATION	N/A
EXHIBIT	N/A
PROPOSED MOTION	N/A

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AGENDA REPORT

TO: CITY COUNCIL
FROM: MAYOR UNGRICHT
SUBJECT: 2017/18 INSURANCE COSTS
DATE: 6/28/2017

SUMMARY

The City of Falls City insures through City/County Insurance Services (CIS) for General Liability, Property, Auto, and Workers Compensation.

BACKGROUND

The City of Falls City updates our insurance coverage yearly for coverage of General Liability, Property, Auto, and Workers Compensation running from July 1st to June 31st. Exhibits A and B is a breakdown of the costs of our 2017/18 coverage.

CIS covers 237 of the 241 Oregon Cities and 28 of 36 Counties. CIS services was developed because Cities were having problems getting complete coverage, so they formed their own insurance coverage, to provide the levels each entity needed at the lowest rates possible.

Exhibit A shows the cost for our property, Auto, and Liability coverage from 2013/14 through the current year coverage. We have been able to lower our rates because of improved rating due to no claims. Exhibit B shows the cost of our Workers comp, we have really reduced our rating over the last few years due to no claims and less employee hours. Each year by September staff audits all employee and volunteer hours from the last estimated year, so far since I have served as manager the costs of came down from the estimate and we have received a credit towards the next year premium. The savings has been due to a couple of reasons; first I always estimate a little high, I would rather budget to much towards this rather than to little, and our work force hourly rate has been down with a volunteer City manager. The highest costs on workers comp is coverage for our volunteer fire department, money well spent in my opinion.

We should be proud of our volunteers and workers for performing their jobs injury free.

PREVIOUS COUNCIL ACTION N/A
ALTERNATIVES/FINANCIAL IMPLICATIONS N/A
STAFF RECOMMENDATION N/A

EXHIBITS

- A- Insurance Premium Review
- B- Worker Compensation rates

PROPOSED MOTION
N/A

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FALLS CITY

A

Insurance Premium Review

2017-18	2016-17	2015-16	2014-15	2013-14
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General Liability \$5,000,000 occurrence

Auto Liability \$5,000,000 occurrence

Auto Physical Damage \$100 Comp/\$1,000 Coll ded

Property \$1,000 ded

Excess Crime \$500,000 limit

Multi-Line Credit

Bonus Program Credit

Annual Total

\$12,179.25	\$11,864.24	\$12,821.47	\$10,164.70	\$8,031.35
\$2,738.57	\$2,633.24	\$2,520.76	\$2,306.22	\$2,523.68
\$1,907.80	\$1,817.07	\$1,872.94	\$2,445.84	\$3,330.60
\$16,076.88	\$17,559.65	\$17,537.28	\$16,530.14	\$16,602.44
\$1,048.00	\$979.00	\$979.00	\$979.00	\$0.00
-\$2,467.68	-\$2,540.56	-\$2,606.44	-\$2,358.52	-\$2,286.61
\$0.00	\$0.00	\$0.00	\$0.00	-\$80.31
\$31,482.82	\$32,312.64	\$33,125.01	\$30,067.38	\$28,121.15

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B

FALLS CITY

Workers Compensation

Insurance Premium Review

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	2017-18	2016-17	2015-16	2014-15	2013-14
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Estimated Manual Contribution	\$14,770.11	\$14,318.78	\$18,684.98	\$17,593.26	\$17,064.69
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Experience Rating Mod Factor	0.82	0.87	0.92	0.95	0.93
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Estimated Adjusted Contribution	\$12,111.49	\$12,457.34	\$17,190.18	\$16,713.60	\$15,870.16
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State Assessment (% of Adjusted)	\$847.80	\$797.27	\$1,100.17	\$1,203.38	\$1,015.69
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Multi-Line Credit	-\$908.36	-\$934.30	-\$1,289.26	-\$1,253.52	-\$1,190.26
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Bonus Program Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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Annual Total	\$12,050.93	\$12,320.31	\$17,001.09	\$16,663.46	\$15,695.59
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Estimated Payroll	\$634,780.00	\$638,780.00	\$821,684.98	\$803,120.00	\$792,619.00
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AGENDA REPORT

TO: CITY COUNCIL
FROM: MAYOR UNGRICHT
SUBJECT: 2016/17 BUDGET AUDIT
DATE: 7/05/2017

SUMMARY

The City of Falls City is required to have a yearly audit performed.

BACKGROUND

Staff has been busy closing out the end of physical year and setting up files for the 2017/18 year. As I have closed out all of the bills paid files and audited to make sure all the documentation is available I created a spread sheet showing all of the bills that were approved by Council in the last year. Note this is only the bills that we wrote checks for, this does not include payroll costs, or the few bills that are automatically drawn from our account. The main auto draws are for the Fire Truck loan and the WTP plant USDA payment, I cannot think of any others but I am sure there are a few.

As soon as we receive the bank statement we will close out the income received and I will be able to provide 90% of the information to the auditor. We will then have to wait for the final tax turnovers and then we will schedule the auditors in to perform the audit. I expect to have them out with the require information in September and the final audit to be back around November. I always try to get it done as quick as possible incase my carry over number estimates are off.

PREVIOUS COUNCIL ACTION N/A
ALTERNATIVES/FINANCIAL IMPLICATIONS N/A
STAFF RECOMMENDATION N/A

EXHIBITS

A) Bill Payments made by check for all vendors

PROPOSED MOTION

N/A

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City of Falls City
Bill Payments for All Vendors

July 2016 through June 2017

Jul '16 - Jun 17

Vendor	Type	Num	Date	Amount	
ACI - Appraisal & Consulting, Inc.	Bill Pmt -Check	14717	07/09/2016	1,200.00	
ACI - Appraisal & Consulting, Inc.	Bill Pmt -Check	14844	09/24/2016	1,200.00	
Park Purchase					2,400.00
Advantage Precast INC	Bill Pmt -Check	15022	01/03/2017	1,000.00	
Barricade, Park					1,000.00
AFLAC	Bill Pmt -Check	15074	02/01/2017	301.07	
					301.07
Ag West Supply	Bill Pmt -Check	15207	04/22/2017	209.44	
Ag West Supply	Bill Pmt -Check	15232	05/15/2017	394.00	
Ag West Supply	Bill Pmt -Check	15268	06/06/2017	432.99	
Streets, Park, Water					1036.43
Allied 100 LLC	Bill Pmt -Check	14961	11/28/2016	365.40	
Allied 100 LLC	Bill Pmt -Check	15049	01/19/2017	358.20	
					723.6
American Rooter	Bill Pmt -Check	14718	07/09/2016	6,215.00	
Sewer					6,215.00
Bill Kalpakoff	Bill Pmt -Check	14732	07/18/2016	75.00	
Bill Kalpakoff	Bill Pmt -Check	15191	04/13/2017	102.50	
Streets, Water, vehicle repair					177.5
Boondocks Tavern	Bill Pmt -Check	15208	04/22/2017	82.60	
Wk session lunch					82.6
Branom Instrument Co.	Bill Pmt -Check	14877	10/14/2016	775.00	
					775
Brian Smith	Bill Pmt -Check	15032	01/11/2017	563.00	
Admin. Computer Tech					563
Buhler & Meyer CPA's LLP	Bill Pmt -Check	14719	07/09/2016	362.40	
Buhler & Meyer CPA's LLP	Bill Pmt -Check	14760	08/04/2016	973.60	
Buhler & Meyer CPA's LLP	Bill Pmt -Check	14815	09/07/2016	402.40	
Buhler & Meyer CPA's LLP	Bill Pmt -Check	14878	10/14/2016	442.40	
Buhler & Meyer CPA's LLP	Bill Pmt -Check	14930	11/15/2016	685.60	
Buhler & Meyer CPA's LLP	Bill Pmt -Check	14981	12/08/2016	442.40	
Accountant, plus Williams Aebi	Admin				3308.8

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Cascade Columbia Distribution Company	Bill Pmt -Check	14879	10/14/2016	1,112.46
Cascade Columbia Distribution Company	Bill Pmt -Check	15290	06/15/2017	1,025.00
Water, Chemical				2137.46
Cascade Water Works, Inc	Bill Pmt -Check	15123	03/02/2017	569.50
Water, Chemical				569.5
CenturyLink	Bill Pmt -Check	14733	07/18/2016	420.37
CenturyLink	Bill Pmt -Check	14778	08/14/2016	426.64
CenturyLink	Bill Pmt -Check	14827	09/16/2016	439.68
CenturyLink	Bill Pmt -Check	14897	10/23/2016	423.80
CenturyLink	Bill Pmt -Check	14931	11/15/2016	426.89
CenturyLink	Bill Pmt -Check	15009	12/26/2016	426.89
CenturyLink	Bill Pmt -Check	15050	01/19/2017	426.34
CenturyLink	Bill Pmt -Check	15097	02/14/2017	427.22
CenturyLink	Bill Pmt -Check	15147	03/14/2017	427.85
CenturyLink	Bill Pmt -Check	15201	04/17/2017	427.87
CenturyLink	Bill Pmt -Check	15233	05/15/2017	427.81
CenturyLink	Bill Pmt -Check	15291	06/15/2017	427.80
Water, Admin., Fire				5129.16
CenturyLink Business Services	Bill Pmt -Check	14761	08/04/2016	2.28
CenturyLink Business Services	Bill Pmt -Check	14810	09/01/2016	3.15
CenturyLink Business Services	Bill Pmt -Check	14859	10/05/2016	1.97
CenturyLink Business Services	Bill Pmt -Check	14919	11/05/2016	2.65
CenturyLink Business Services	Bill Pmt -Check	14971	11/30/2016	1.69
CenturyLink Business Services	Bill Pmt -Check	15023	01/03/2017	2.20
CenturyLink Business Services	Bill Pmt -Check	15075	02/01/2017	1.71
CenturyLink Business Services	Bill Pmt -Check	15124	03/02/2017	4.16
CenturyLink Business Services	Bill Pmt -Check	15178	04/06/2017	2.59
CenturyLink Business Services	Bill Pmt -Check	15223	05/02/2017	3.36
CenturyLink Business Services	Bill Pmt -Check	15264	05/31/2017	4.34
CenturyLink Business Services	Bill Pmt -Check	15315	06/30/2017	2.12
Water, Admin., Fire				32.22
CIS Trust	Bill Pmt -Check	14762	08/04/2016	35,392.72
CIS Trust	Bill Pmt -Check	14845	09/24/2016	3,080.08

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

Vendor	Type	Num	Date	Amount	
CIS Trust	Bill Pmt -Check	14920	11/05/2016	456.05	
All depts. Insurance					38928.85
City of Coos Bay	Bill Pmt -Check	14994	12/10/2016	3.43	
Franchise negotiations					3.43
City of Dallas	Bill Pmt -Check	14763	08/04/2016	300.00	
City of Dallas	Bill Pmt -Check	14811	09/01/2016	300.00	
City of Dallas	Bill Pmt -Check	14860	10/05/2016	1,223.58	
City of Dallas	Bill Pmt -Check	14898	10/23/2016	300.00	
City of Dallas	Bill Pmt -Check	15010	12/26/2016	300.00	
City of Dallas	Bill Pmt -Check	15024	01/03/2017	300.00	
City of Dallas	Bill Pmt -Check	15067	01/29/2017	300.00	
City of Dallas	Bill Pmt -Check	15076	02/01/2017	275.00	
City of Dallas	Bill Pmt -Check	15098	02/14/2017	300.00	
City of Dallas	Bill Pmt -Check	15159	03/22/2017	1,118.00	
Fire, Truck Repair					4716.58
City of Falls City	Bill Pmt -Check	14962	11/28/2016	100.00	
Petty Cash, Admin					100
City of Salem	Bill Pmt -Check	14779	08/14/2016	1,748.04	
City of Salem	Bill Pmt -Check	14982	12/08/2016	1,763.21	
City of Salem	Bill Pmt -Check	15131	03/08/2017	1,709.34	
City of Salem	Bill Pmt -Check	15234	05/15/2017	1,178.75	
City of Salem	Bill Pmt -Check	15287	06/08/2017	575.00	
Fire, Admin, 911 Service					6974.34
CLIA Laboratory Program	Bill Pmt -Check	14899	10/23/2016	150.00	
Cliff Lauder	Bill Pmt -Check	15125	03/02/2017	31.57	
Cliff Lauder	Bill Pmt -Check	15192	04/13/2017	71.97	
Water Expenses/ Admin. Reader Board					103.54
Complete Wireless Solutions	Bill Pmt -Check	14861	10/05/2016	180.00	
Complete Wireless Solutions	Bill Pmt -Check	14932	11/15/2016	975.00	
Complete Wireless Solutions	Bill Pmt -Check	15011	12/26/2016	182.50	
Fire Radios					1337.5
Consumers Power Inc	Bill Pmt -Check	14734	07/18/2016	179.21	

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Consumers Power Inc	Bill Pmt -Check	14790	08/19/2016	169.72
Consumers Power Inc	Bill Pmt -Check	14828	09/16/2016	176.17
Consumers Power Inc	Bill Pmt -Check	14900	10/23/2016	199.59
Consumers Power Inc	Bill Pmt -Check	14933	11/15/2016	212.77
Consumers Power Inc	Bill Pmt -Check	15012	12/26/2016	232.93
Consumers Power Inc	Bill Pmt -Check	15051	01/19/2017	316.18
Consumers Power Inc	Bill Pmt -Check	15119	02/25/2017	392.11
Consumers Power Inc	Bill Pmt -Check	15148	03/14/2017	323.82
Consumers Power Inc	Bill Pmt -Check	15202	04/17/2017	241.59
Consumers Power Inc	Bill Pmt -Check	15248	05/23/2017	227.14
Consumers Power Inc	Bill Pmt -Check	15292	06/15/2017	170.52
Water, WTP Power				2841.75
Cook Security Group	Bill Pmt -Check	15269	06/06/2017	678.50
Security 3rd of July				678.5
Corpro Companies	Bill Pmt -Check	15033	01/11/2017	825.00
Water				825
Costco	Bill Pmt -Check	14846	09/24/2016	55.00
Admin. Office supplies				55
CUSI	Bill Pmt -Check	15249	05/23/2017	995.00
Water, Billing Software				995
Dallas Auto Parts	Bill Pmt -Check	14720	07/09/2016	407.96
Dallas Auto Parts	Bill Pmt -Check	14764	08/04/2016	36.91
Dallas Auto Parts	Bill Pmt -Check	14816	09/07/2016	71.38
Dallas Auto Parts	Bill Pmt -Check	14880	10/14/2016	29.99
Dallas Auto Parts	Bill Pmt -Check	14921	11/05/2016	176.64
Dallas Auto Parts	Bill Pmt -Check	15034	01/11/2017	324.90
Dallas Auto Parts	Bill Pmt -Check	15080	02/07/2017	295.73
Dallas Auto Parts	Bill Pmt -Check	15179	04/06/2017	120.52
Dallas Auto Parts	Bill Pmt -Check	15235	05/15/2017	27.38
Dallas Auto Parts	Bill Pmt -Check	15270	06/06/2017	340.28
All Depts				1831.69
dallas School District	Bill Pmt -Check	15099	02/14/2017	15.00
Fire				15

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

Vendor	Type	Num	Date	Amount	
Dave's Mobile Repair, Inc.	Bill Pmt -Check	14765	08/04/2016	1,095.33	
Dave's Mobile Repair, Inc.	Bill Pmt -Check	14881	10/14/2016	424.72	
Streets/Water equipment repair					1520.05
Delsman Trucking & Excavation	Bill Pmt -Check	14780	08/14/2016	1,210.92	
Delsman Trucking & Excavation	Bill Pmt -Check	14934	11/15/2016	626.44	
Delsman Trucking & Excavation	Bill Pmt -Check	15068	01/29/2017	1,661.68	
Delsman Trucking & Excavation	Bill Pmt -Check	15081	02/07/2017	1,566.65	
Delsman Trucking & Excavation	Bill Pmt -Check	15149	03/14/2017	1,281.13	
Delsman Trucking & Excavation					360.00
Delsman Trucking & Excavation	Bill Pmt -Check	15250	05/23/2017	592.39	
Streets/Water rock, Parks Barricades					7299.21
Department of Administrative Services	Bill Pmt -Check	15209	04/22/2017	200.00	
Surplus/Procurement fee					200
Department of Environmental Quality	Bill Pmt -Check	15160	03/22/2017	2,191.00	
Department of Environmental Quality	Bill Pmt -Check	15236	05/15/2017	160.00	
Department of Environmental Quality	Bill Pmt -Check	15307	06/27/2017	80.00	
					2431
Don Poe.	Bill Pmt -Check	15173	03/27/2017	235.45	
Water Reimbursement					235.45
Edge Analytical	Bill Pmt -Check	14735	07/18/2016	20.00	
Edge Analytical	Bill Pmt -Check	14741	07/26/2016	403.00	
Edge Analytical	Bill Pmt -Check	14766	08/04/2016	416.00	
Edge Analytical	Bill Pmt -Check	14781	08/14/2016	20.00	
Edge Analytical	Bill Pmt -Check	14791	08/19/2016	198.00	
Edge Analytical	Bill Pmt -Check	14812	09/01/2016	198.00	
Edge Analytical	Bill Pmt -Check	14817	09/07/2016	20.00	
Edge Analytical	Bill Pmt -Check	14829	09/16/2016	198.00	
Edge Analytical	Bill Pmt -Check	14862	10/05/2016	198.00	
Edge Analytical	Bill Pmt -Check	14882	10/14/2016	20.00	
Edge Analytical	Bill Pmt -Check	14915	10/26/2016	198.00	
Edge Analytical	Bill Pmt -Check	14922	11/05/2016	120.00	
Edge Analytical	Bill Pmt -Check	14935	11/15/2016	20.00	
Edge Analytical	Bill Pmt -Check	14963	11/28/2016	952.00	

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

Vendor	Type	Num	Date	Amount
Edge Analytical	Bill Pmt -Check	14973	12/04/2016	205.00
Edge Analytical	Bill Pmt -Check	14983	12/08/2016	20.00
Edge Analytical	Bill Pmt -Check	15013	12/26/2016	227.00
Edge Analytical	Bill Pmt -Check	15025	01/03/2017	149.00
Edge Analytical	Bill Pmt -Check	15035	01/11/2017	20.00
Edge Analytical	Bill Pmt -Check	15052	01/19/2017	198.00
Edge Analytical	Bill Pmt -Check	15069	01/29/2017	149.00
Edge Analytical	Bill Pmt -Check	15077	02/01/2017	33.00
Edge Analytical	Bill Pmt -Check	15082	02/07/2017	20.00
Edge Analytical	Bill Pmt -Check	15109	02/18/2017	227.00
Edge Analytical	Bill Pmt -Check	15120	02/25/2017	354.00
Edge Analytical	Bill Pmt -Check	15126	03/02/2017	33.00
Edge Analytical	Bill Pmt -Check	15132	03/08/2017	20.00
Edge Analytical	Bill Pmt -Check	15150	03/14/2017	227.00
Edge Analytical	Bill Pmt -Check	15174	03/27/2017	149.00
Edge Analytical	Bill Pmt -Check	15180	04/06/2017	33.00
Edge Analytical	Bill Pmt -Check	15193	04/13/2017	20.00
Edge Analytical	Bill Pmt -Check	15224	05/02/2017	376.00
Edge Analytical	Bill Pmt -Check	15237	05/15/2017	258.00
Edge Analytical	Bill Pmt -Check	15251	05/23/2017	198.00
Edge Analytical	Bill Pmt -Check	15265	05/31/2017	120.00
Edge Analytical	Bill Pmt -Check	15293	06/15/2017	20.00
Edge Analytical	Bill Pmt -Check	15308	06/27/2017	198.00
Edge Analytical	Bill Pmt -Check	15316	06/30/2017	153.00
Water, Sewer				
F.V.M. Company	Bill Pmt -Check	15133	03/08/2017	66.00
Falls City Fire Association	Bill Pmt -Check	14782	08/14/2016	1,833.32
Falls City Fire Association	Bill Pmt -Check	14818	09/07/2016	916.66
Falls City Fire Association	Bill Pmt -Check	14847	09/24/2016	916.66
Falls City Fire Association	Bill Pmt -Check	14901	10/23/2016	484.00
Falls City Fire Association	Bill Pmt -Check	14923	11/05/2016	916.66
Falls City Fire Association	Bill Pmt -Check	14964	11/28/2016	916.66

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Falls City Fire Association	Bill Pmt -Check	15100	02/14/2017	1,833.32
Falls City Fire Association	Bill Pmt -Check	15134	03/08/2017	916.66
Falls City Fire Association	Bill Pmt -Check	15161	03/22/2017	2,749.98
Fire				11483.92
Falls City School District #57	Bill Pmt -Check	15151	03/14/2017	45,646.00
Wagner Trust				45,646.00
Falls City Screen Printing	Bill Pmt -Check	14783	08/14/2016	265.00
Water/Sewer/Streets uniforms				265
Ferguson Waterworks	Bill Pmt -Check	14736	07/18/2016	365.12
Ferguson Waterworks	Bill Pmt -Check	14767	08/04/2016	220.83
Ferguson Waterworks	Bill Pmt -Check	14794	08/25/2016	144.07
Ferguson Waterworks	Bill Pmt -Check	14830	09/16/2016	1,472.93
Ferguson Waterworks	Bill Pmt -Check	14863	10/05/2016	1,528.95
Ferguson Waterworks	Bill Pmt -Check	15083	02/07/2017	230.88
Ferguson Waterworks	Bill Pmt -Check	15101	02/14/2017	149.07
Ferguson Waterworks	Bill Pmt -Check	15135	03/08/2017	864.71
Ferguson Waterworks	Bill Pmt -Check	15181	04/06/2017	806.78
Ferguson Waterworks	Bill Pmt -Check	15271	06/06/2017	356.98
Ferguson Waterworks	Bill Pmt -Check	15309	06/27/2017	8,950.00
Water, Bold is new reading equip.				15090.32
First American Tile Insurance Company	Bill Pmt -Check	14995	12/10/2016	1,880.67
Park				1880.67
Forbes Plumbing	Bill Pmt -Check	14768	08/04/2016	38.19
Forbes Plumbing	Bill Pmt -Check	14795	08/25/2016	20.85
Forbes Plumbing	Bill Pmt -Check	15084	02/07/2017	57.00
Forbes Plumbing	Bill Pmt -Check	15272	06/06/2017	14.54
Water/Sewer				130.58
Frink's General Store	Bill Pmt -Check	14936	11/15/2016	49.22
Frink's General Store	Bill Pmt -Check	15036	01/11/2017	72.14
Frink's General Store	Bill Pmt -Check	15238	05/15/2017	89.60
Frink's General Store	Bill Pmt -Check	15317	06/30/2017	46.83
All Depts				257.79
Furrow Pump	Bill Pmt -Check	14924	11/05/2016	537.83

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Water				
Furrow Pump	Bill Pmt -Check	15294	06/15/2017	550.11
General Rental Center of Dallas	Bill Pmt -Check	14721	07/09/2016	102.00
General Rental Center of Dallas	Bill Pmt -Check	14769	08/04/2016	305.00
General Rental Center of Dallas	Bill Pmt -Check	15182	04/06/2017	95.00
Streets				
Global Pure Water	Bill Pmt -Check	14864	10/05/2016	146.48
GM Financial	Bill Pmt -Check	15273	06/06/2017	6,168.99
Streets, PW Truck				
Government Ethics Commission	Bill Pmt -Check	14937	11/15/2016	316.88
Admin.,				
Grove, Mueller & Swank, PC	Bill Pmt -Check	14831	09/16/2016	7,500.00
Grove, Mueller & Swank, PC	Bill Pmt -Check	14883	10/14/2016	5,250.00
Admin., Audit				
Guardian Fire Protection	Bill Pmt -Check	14938	11/15/2016	206.75
Guardian Fire Protection	Bill Pmt -Check	14996	12/10/2016	197.00
Fire/Water/Admin. Fire Ext. Inspection				
H.D Fowler Company	Bill Pmt -Check	15053	01/19/2017	468.24
Hach Company	Bill Pmt -Check	14819	09/07/2016	337.79
Hach Company	Bill Pmt -Check	15175	03/27/2017	344.03
Hach Company	Bill Pmt -Check	15274	06/06/2017	6,382.00
Water				
HBH Consulting Engineering	Bill Pmt -Check	14832	09/16/2016	9,991.00
HBH Consulting Engineering	Bill Pmt -Check	14884	10/14/2016	2,550.00
HBH Consulting Engineering	Bill Pmt -Check	14939	11/15/2016	5,842.00
HBH Consulting Engineering	Bill Pmt -Check	14984	12/08/2016	1,620.00
HBH Consulting Engineering	Bill Pmt -Check	15085	02/07/2017	6,070.00
HBH Consulting Engineering	Bill Pmt -Check	15152	03/14/2017	1,456.00
Water, Master Plan				
Home Comfort, Inc	Bill Pmt -Check	14722	07/09/2016	112.50
Home Comfort, Inc	Bill Pmt -Check	14833	09/16/2016	90.00

1087.94

52

502

146.48

6168.99

316.88

12750

403.75

468.24

7063.82

27529

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

Vendor	Type	Num	Date	Amount
Home Comfort, Inc	Bill Pmt -Check	14940	11/15/2016	517.50
Home Comfort, Inc	Bill Pmt -Check	15136	03/08/2017	72.00
Admin. Heater maintenance				792
Hughes Fire Equipment	Bill Pmt -Check	14865	10/05/2016	722.83
Hughes Fire Equipment	Bill Pmt -Check	14885	10/14/2016	93.45
Hughes Fire Equipment	Bill Pmt -Check	15275	06/06/2017	183.40
Fire				999.68
Itemizer Observer	Bill Pmt -Check	15203	04/17/2017	89.24
Itemizer Observer	Bill Pmt -Check	15266	05/31/2017	223.12
Itemizer Observer	Bill Pmt -Check	15276	06/06/2017	265.00
Itemizer Observer	Bill Pmt -Check	15310	06/27/2017	61.62
Admin				638.98
Jay Epperson	Bill Pmt -Check	14974	12/04/2016	176.68
Fire, reimbursement				176.68
Jennifer Drill	Bill Pmt -Check	14834	09/16/2016	147.99
Council, reimbursement				147.99
JMS Engineering	Bill Pmt -Check	14770	08/04/2016	3,000.00
JMS Engineering	Bill Pmt -Check	14941	11/15/2016	865.00
JMS Engineering	Bill Pmt -Check	14985	12/08/2016	430.00
Streets, South Main paving				4295
Johanna Birr	Bill Pmt -Check	14975	12/04/2016	58.10
Johanna Birr	Bill Pmt -Check	14986	12/08/2016	64.37
Johanna Birr	Bill Pmt -Check	15210	04/22/2017	29.42
Admin. Reimbursement				151.89
John Deere Financial	Bill Pmt -Check	14742	07/26/2016	1.10
John Deere Financial	Bill Pmt -Check	14866	10/05/2016	37.89
John Deere Financial	Bill Pmt -Check	15127	03/02/2017	787.17
Parks/Water parts and repair				826.16
John W. Gilbert	Bill Pmt -Check	14942	11/15/2016	250.00
Admin, Community Center				250
JRE inc	Bill Pmt -Check	14743	07/26/2016	320.00
				320
Karl Wagner	Bill Pmt -Check	14902	10/23/2016	184.90

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City of Falls City
Bill Payments for All Vendors
 July 2016 through June 2017

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Water, reimbursement				184.9
King's Pumping Service	Bill Pmt -Check	14813	09/01/2016	1,926.00
King's Pumping Service	Bill Pmt -Check	14835	09/16/2016	333.00
King's Pumping Service	Bill Pmt -Check	14867	10/05/2016	963.00
King's Pumping Service	Bill Pmt -Check	14965	11/28/2016	411.75
King's Pumping Service	Bill Pmt -Check	15153	03/14/2017	2,058.75
King's Pumping Service	Bill Pmt -Check	15162	03/22/2017	411.75
King's Pumping Service	Bill Pmt -Check	15183	04/06/2017	585.00
King's Pumping Service	Bill Pmt -Check	15252	05/23/2017	2,005.00
Sewer, Tank pumping				8694.25
Knife River	Bill Pmt -Check	14723	07/09/2016	241.20
Knife River	Bill Pmt -Check	14976	12/04/2016	51,128.91
Streets, cold patch and South Main				51370.11
L & L Equipment	Bill Pmt -Check	14836	09/16/2016	155.75
L & L Equipment	Bill Pmt -Check	14886	10/14/2016	35.26
L & L Equipment	Bill Pmt -Check	14943	11/15/2016	7.61
L & L Equipment	Bill Pmt -Check	15086	02/07/2017	74.43
L & L Equipment	Bill Pmt -Check	15184	04/06/2017	81.24
L & L Equipment	Bill Pmt -Check	15239	05/15/2017	5.90
L & L Equipment	Bill Pmt -Check	15277	06/06/2017	2,500.00
Streets/Parks/Water				2860.19
League of Oregon Cities	Bill Pmt -Check	14744	07/26/2016	751.45
League of Oregon Cities Foundation	Bill Pmt -Check	14745	07/26/2016	50.00
Admin. Membership				801.45
Les Schwab	Bill Pmt -Check	14724	07/09/2016	767.28
Les Schwab	Bill Pmt -Check	14820	09/07/2016	106.24
Les Schwab	Bill Pmt -Check	15087	02/07/2017	205.43
Water/Streets				1078.95
Lighting Equipment Service	Bill Pmt -Check	14796	08/25/2016	144.50
Liquivision Technology Inc.	Bill Pmt -Check	14797	08/25/2016	2,700.00
Water, clean reservoir				2700
Mac's Radiator	Bill Pmt -Check	15154	03/14/2017	1,525.36

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

Vendor	Type	Num	Date	Amount
Fire, Generator				1525.36
Mary Sykes	Bill Pmt -Check	14798	08/25/2016	186.75
Fire, reimbursement				186.75
Michaelena Monnier	Bill Pmt -Check	15288	06/08/2017	1,500.00
Water, refund				1500
Mid Willamette Valley COG	Bill Pmt -Check	14725	07/09/2016	1,085.00
Mid Willamette Valley COG	Bill Pmt -Check	14737	07/18/2016	173.25
Mid Willamette Valley COG	Bill Pmt -Check	14771	08/04/2016	79.00
Mid Willamette Valley COG	Bill Pmt -Check	14837	09/16/2016	592.50
Mid Willamette Valley COG	Bill Pmt -Check	14887	10/14/2016	1,113.25
Mid Willamette Valley COG	Bill Pmt -Check	14944	11/15/2016	671.50
Mid Willamette Valley COG	Bill Pmt -Check	14987	12/08/2016	395.00
Mid Willamette Valley COG	Bill Pmt -Check	15037	01/11/2017	118.50
Mid Willamette Valley COG	Bill Pmt -Check	15102	02/14/2017	197.50
Mid Willamette Valley COG	Bill Pmt -Check	15163	03/22/2017	158.00
Mid Willamette Valley COG	Bill Pmt -Check	15194	04/13/2017	998.00
Mid Willamette Valley COG	Bill Pmt -Check	15240	05/15/2017	1,658.75
Mid Willamette Valley COG	Bill Pmt -Check	15295	06/15/2017	743.25
Admin, Land-use				7983.5
MNOP	Bill Pmt -Check	14903	10/23/2016	607.30
MNOP	Bill Pmt -Check	14966	11/28/2016	404.72
MNOP	Bill Pmt -Check	15054	01/19/2017	705.14
MNOP	Bill Pmt -Check	15137	03/08/2017	418.38
MNOP	Bill Pmt -Check	15204	04/17/2017	345.03
Admin, Fuel				2480.57
Mountain Valley Monitoring	Bill Pmt -Check	14868	10/05/2016	90.00
Mountain Valley Monitoring	Bill Pmt -Check	14888	10/14/2016	90.00
Mountain Valley Monitoring	Bill Pmt -Check	15026	01/03/2017	90.00
Mountain Valley Monitoring	Bill Pmt -Check	15185	04/06/2017	90.00
Admin, CC monitoring				360
National Hose Testing Specialties, Inc	Bill Pmt -Check	14925	11/05/2016	870.00
Fire, reimbursement				870

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**City of Falls City
Bill Payments for All Vendors
July 2016 through June 2017**

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<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Net Assets Corporation	Bill Pmt -Check	14726	07/09/2016	11.00
Net Assets Corporation	Bill Pmt -Check	14821	09/07/2016	22.00
Net Assets Corporation	Bill Pmt -Check	14889	10/14/2016	31.00
Net Assets Corporation	Bill Pmt -Check	14926	11/05/2016	21.00
Net Assets Corporation	Bill Pmt -Check	14988	12/08/2016	11.00
Net Assets Corporation	Bill Pmt -Check	15038	01/11/2017	22.00
Net Assets Corporation	Bill Pmt -Check	15088	02/07/2017	11.00
Net Assets Corporation	Bill Pmt -Check	15138	03/08/2017	11.00
Net Assets Corporation	Bill Pmt -Check	15186	04/06/2017	11.00
Net Assets Corporation	Bill Pmt -Check	15241	05/15/2017	32.00
Net Assets Corporation	Bill Pmt -Check	15278	06/06/2017	22.00
Water/Sewer liens				205
OA.WU	Bill Pmt -Check	15128	03/02/2017	345.00
OA.WU	Bill Pmt -Check	15296	06/15/2017	305.00
Water, membership, training				650
OCCMA	Bill Pmt -Check	15014	12/26/2016	34.50
				34.5
Office Craft	Bill Pmt -Check	14967	11/28/2016	35.41
Office Craft	Bill Pmt -Check	15015	12/26/2016	78.22
Office Craft	Bill Pmt -Check	15039	01/11/2017	36.93
Office Craft	Bill Pmt -Check	15089	02/07/2017	57.36
Office Craft	Bill Pmt -Check	15139	03/08/2017	54.01
Office Craft	Bill Pmt -Check	15195	04/13/2017	37.14
Office Craft	Bill Pmt -Check	15242	05/15/2017	86.19
Office Craft	Bill Pmt -Check	15279	06/06/2017	47.10
Admin, copier				432.36
OHA-Drinking Water Services	Bill Pmt -Check	15103	02/14/2017	4,125.00
OHA-Drinking Water Services	Bill Pmt -Check	15225	05/02/2017	2,700.00
Water, master plan review, permit				6825
OHA Cashier	Bill Pmt -Check	14968	11/28/2016	75.00
				75
Ole Bergman Excavating, Inc	Bill Pmt -Check	15016	12/26/2016	535.00
Parks, deliver barricades				535

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
OMA	Bill Pmt -Check	15027	01/03/2017	67.00
Admin. Membership				67
Oregon Association of Municipal Recorders	Bill Pmt -Check	14977	12/04/2016	50.00
Oregon Association of Municipal Recorders	Bill Pmt -Check	14997	12/10/2016	50.00
Admin. Membership				100
Oregon Association of Water Utilities	Bill Pmt -Check	15040	01/11/2017	227.40
				227.4
Oregon Department of Forestry	Bill Pmt -Check	14945	11/15/2016	177.75
Admin. Wildland fire district				177.75
Oregon Water Resources Department	Bill Pmt -Check	15104	02/14/2017	900.00
Water, Master Plan review				900
Pacific Power	Bill Pmt -Check	14746	07/26/2016	1,436.43
Pacific Power	Bill Pmt -Check	14784	08/14/2016	1,479.18
Pacific Power	Bill Pmt -Check	14838	09/16/2016	1,462.97
Pacific Power	Bill Pmt -Check	14890	10/14/2016	1,455.31
Pacific Power	Bill Pmt -Check	14946	11/15/2016	1,775.45
Pacific Power	Bill Pmt -Check	15017	12/26/2016	2,029.78
Pacific Power	Bill Pmt -Check	15055	01/19/2017	3,065.13
Pacific Power	Bill Pmt -Check	15105	02/14/2017	2,687.43
Pacific Power	Bill Pmt -Check	15155	03/14/2017	2,583.82
Pacific Power	Bill Pmt -Check	15211	04/22/2017	2,343.12
Pacific Power	Bill Pmt -Check	15243	05/15/2017	2,061.09
Pacific Power	Bill Pmt -Check	15297	06/15/2017	1,566.70
All Departments				23946.41
Pape Machinery	Bill Pmt -Check	15140	03/08/2017	20.77
Streets, backhoe parts				20.77
Petro Card	Bill Pmt -Check	14727	07/09/2016	124.95
Petro Card	Bill Pmt -Check	14747	07/26/2016	109.44
Petro Card	Bill Pmt -Check	14785	08/14/2016	127.75
Petro Card	Bill Pmt -Check	14799	08/25/2016	77.75
Petro Card	Bill Pmt -Check	14839	09/16/2016	59.21
Petro Card	Bill Pmt -Check	14869	10/05/2016	101.26
Petro Card	Bill Pmt -Check	14891	10/14/2016	88.59

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

Vendor	Type	Num	Date	Amount
Petro Card	Bill Pmt -Check	14904	10/23/2016	190.93
Petro Card	Bill Pmt -Check	14947	11/15/2016	128.78
Petro Card	Bill Pmt -Check	14969	11/28/2016	0.00
Petro Card	Bill Pmt -Check	14972	11/30/2016	62.08
Petro Card	Bill Pmt -Check	14998	12/10/2016	83.49
Petro Card	Bill Pmt -Check	15028	01/03/2017	107.69
Petro Card	Bill Pmt -Check	15041	01/11/2017	104.85
Petro Card	Bill Pmt -Check	15070	01/29/2017	102.13
Petro Card	Bill Pmt -Check	15090	02/07/2017	176.16
Petro Card	Bill Pmt -Check	15121	02/25/2017	126.20
Petro Card	Bill Pmt -Check	15141	03/08/2017	83.31
Petro Card	Bill Pmt -Check	15176	03/27/2017	137.43
Petro Card	Bill Pmt -Check	15196	04/13/2017	123.59
Petro Card	Bill Pmt -Check	15212	04/22/2017	129.56
Petro Card	Bill Pmt -Check	15244	05/15/2017	90.37
Petro Card	Bill Pmt -Check	15253	05/23/2017	225.94
Petro Card	Bill Pmt -Check	15298	06/15/2017	93.03
Petro Card	Bill Pmt -Check	15311	06/27/2017	156.44
Streets, Water, Sewer				
Petty Cash'	Bill Pmt -Check	14714	07/01/2016	15.07
Petty Cash'	Bill Pmt -Check	15318	06/30/2017	96.50
Admin				
Pitney Bowes	Bill Pmt -Check	14748	07/26/2016	301.50
Pitney Bowes	Bill Pmt -Check	14800	08/25/2016	301.50
Pitney Bowes	Bill Pmt -Check	14848	09/24/2016	301.50
Pitney Bowes	Bill Pmt -Check	14905	10/23/2016	301.50
Pitney Bowes	Bill Pmt -Check	15018	12/26/2016	301.50
Pitney Bowes	Bill Pmt -Check	15071	01/29/2017	301.50
Pitney Bowes	Bill Pmt -Check	15122	02/25/2017	348.95
Pitney Bowes	Bill Pmt -Check	15213	04/22/2017	301.50
Pitney Bowes	Bill Pmt -Check	15254	05/23/2017	301.50
Pitney Bowes	Bill Pmt -Check	15312	06/27/2017	301.50
Pitney Bowes Global Financial Services LL	Bill Pmt -Check	14749	07/26/2016	196.80

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2810.93

111.57

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Pitney Bowes Global Financial Services LL	Bill Pmt -Check	14906	10/23/2016	196.80
Pitney Bowes Global Financial Services LL	Bill Pmt -Check	15042	01/11/2017	196.80
Pitney Bowes Global Financial Services LL	Bill Pmt -Check	15197	04/13/2017	196.80
Water, Sewer, Admin. Postage				3849.65
Polk Community Development Corporation	Bill Pmt -Check	15110	02/18/2017	76,000.00
Polk Community Development Corporation	Bill Pmt -Check	15226	05/02/2017	2,518.63
Grant, land purchase, land payment				78518.63
Polk County Public Works	Bill Pmt -Check	15129	03/02/2017	24,471.54
Streets FEMA/IFA Grant				24471.54
Polk County Sheriff's Office	Bill Pmt -Check	14870	10/05/2016	223.00
Polk County Sheriff's Office	Bill Pmt -Check	14892	10/14/2016	223.00
Polk County Sheriff's Office	Bill Pmt -Check	15111	02/18/2017	223.00
Polk County Sheriff's Office	Bill Pmt -Check	15280	06/06/2017	223.00
Fire				892
Pollard Water	Bill Pmt -Check	14801	08/25/2016	297.56
				297.56
Portland State University	Bill Pmt -Check	14916	10/26/2016	5,905.89
Sewer, income study				5905.89
RAM STEELCO, INC.	Bill Pmt -Check	14738	07/18/2016	257.47
RAM STEELCO, INC.	Bill Pmt -Check	15214	04/22/2017	46.04
Admin, Reader Board				303.51
Richard & Patricia Hill	Bill Pmt -Check	14786	08/14/2016	1,263.00
Richard & Patricia Hill	Bill Pmt -Check	15286	06/07/2017	1,263.00
Admin, Landuse reimbursement				2526
Richard P Evans	Bill Pmt -Check	15029	01/03/2017	3,780.00
Richard P Evans	Bill Pmt -Check	15130	03/02/2017	3,140.00
Water, backflow testing				6920
River-Bend Sand & Gravel	Bill Pmt -Check	14772	08/04/2016	458.50
Streets				458.5
Royal Flush Portables, Inc	Bill Pmt -Check	14728	07/09/2016	310.00
Royal Flush Portables, Inc	Bill Pmt -Check	14787	08/14/2016	250.00
Royal Flush Portables, Inc	Bill Pmt -Check	14822	09/07/2016	250.00
Royal Flush Portables, Inc	Bill Pmt -Check	14840	09/16/2016	72.58

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City of Falls City

Bill Payments for All Vendors

July 2016 through June 2017

Vendor	Type	Num	Date	Amount
Royal Flush Portables, Inc	Bill Pmt -Check	15255	05/23/2017	680.00
Parks,				
Salem Heating & Sheet Metal	Bill Pmt -Check	14750	07/26/2016	419.81
Admin, heater repair				
Scheet, Judy	Bill Pmt -Check	15091	02/07/2017	75.00
Admin, landuse reimbursement				
Secretary of State	Bill Pmt -Check	14871	10/05/2016	200.00
Admin, register Budget				
Sensus	Bill Pmt -Check	15072	01/29/2017	1,665.98
Water, billing software/support				
Sharon Volk Grene	Bill Pmt -Check	14823	09/07/2016	811.96
Sharon Volk Grene	Bill Pmt -Check	14907	10/23/2016	259.73
Sharon Volk Grene	Bill Pmt -Check	15177	03/27/2017	59.97
Sharon Volk Grene	Bill Pmt -Check	15227	05/02/2017	155.00
Fire, reimbursement				
Speer Hoyt LLC	Bill Pmt -Check	14739	07/18/2016	608.00
Speer Hoyt LLC	Bill Pmt -Check	14788	08/14/2016	190.00
Speer Hoyt LLC	Bill Pmt -Check	14841	09/16/2016	2,356.00
Speer Hoyt LLC	Bill Pmt -Check	14893	10/14/2016	969.00
Speer Hoyt LLC	Bill Pmt -Check	14948	11/15/2016	2,261.00
Speer Hoyt LLC	Bill Pmt -Check	14989	12/08/2016	665.00
Speer Hoyt LLC	Bill Pmt -Check	15056	01/19/2017	1,292.00
Speer Hoyt LLC	Bill Pmt -Check	15092	02/07/2017	950.00
Speer Hoyt LLC	Bill Pmt -Check	15142	03/08/2017	342.00
Speer Hoyt LLC	Bill Pmt -Check	15198	04/13/2017	798.00
Speer Hoyt LLC	Bill Pmt -Check	15245	05/15/2017	342.00
Speer Hoyt LLC	Bill Pmt -Check	15289	06/08/2017	1,007.00
Admin. Attorney				
Surplus Cashier	Bill Pmt -Check	14894	10/14/2016	140.00
Terry Ungricht	Bill Pmt -Check	14729	07/09/2016	312.69
Terry Ungricht	Bill Pmt -Check	14773	08/04/2016	407.25
Terry Ungricht	Bill Pmt -Check	14824	09/07/2016	324.54

1562.58
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1286.66

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

Vendor	Type	Num	Date	Amount
Terry Ungricht	Bill Pmt -Check	14873	10/05/2016	171.72
Terry Ungricht	Bill Pmt -Check	14927	11/05/2016	189.00
Terry Ungricht	Bill Pmt -Check	14978	12/04/2016	89.10
Terry Ungricht	Bill Pmt -Check	15043	01/11/2017	184.96
Terry Ungricht	Bill Pmt -Check	15093	02/07/2017	146.34
Terry Ungricht	Bill Pmt -Check	15143	03/08/2017	338.66
Terry Ungricht	Bill Pmt -Check	15215	04/22/2017	181.90
Terry Ungricht	Bill Pmt -Check	15281	06/06/2017	181.90
Admin, expenses				2528.06
Thomas Forbes Plumbing	Bill Pmt -Check	14789	08/14/2016	38.76
Sewer				38.76
TRTL Enterprises, LLC	Bill Pmt -Check	14792	08/19/2016	765.00
US Bank Visa	Bill Pmt -Check	14751	07/26/2016	644.90
US Bank Visa	Bill Pmt -Check	14793	08/19/2016	125.00
US Bank Visa	Bill Pmt -Check	14849	09/24/2016	1,153.40
US Bank Visa	Bill Pmt -Check	14895	10/14/2016	82.93
US Bank Visa	Bill Pmt -Check	14949	11/15/2016	922.20
US Bank Visa	Bill Pmt -Check	15019	12/26/2016	194.00
US Bank Visa	Bill Pmt -Check	15057	01/19/2017	186.65
US Bank Visa	Bill Pmt -Check	15106	02/14/2017	197.57
US Bank Visa	Bill Pmt -Check	15157	03/14/2017	1,274.72
US Bank Visa	Bill Pmt -Check	15205	04/17/2017	2,261.02
US Bank Visa	Bill Pmt -Check	15256	05/23/2017	1,543.81
US Bank Visa	Bill Pmt -Check	15299	06/15/2017	1,199.43
All Depts				9785.63
USA BlueBook	Bill Pmt -Check	15044	01/11/2017	426.17
USA BlueBook	Bill Pmt -Check	15058	01/19/2017	71.28
Streets				497.45
Valley Electric Company, LLC	Bill Pmt -Check	14752	07/26/2016	1,798.69
Valley Electric Company, LLC	Bill Pmt -Check	14802	08/25/2016	157.50
Valley Electric Company, LLC	Bill Pmt -Check	14825	09/07/2016	675.00
Valley Electric Company, LLC	Bill Pmt -Check	14850	09/24/2016	233.96

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Valley Electric Company, LLC	Bill Pmt -Check	14950	11/15/2016	251.39
Valley Electric Company, LLC	Bill Pmt -Check	15020	12/26/2016	225.00
Valley Electric Company, LLC	Bill Pmt -Check	15107	02/14/2017	3,594.00
Valley Electric Company, LLC	Bill Pmt -Check	15144	03/08/2017	136.99
Valley Electric Company, LLC	Bill Pmt -Check	15228	05/02/2017	3,394.50
Valley Electric Company, LLC	Bill Pmt -Check	15300	06/15/2017	239.49
Sewer/Water				10706.52
Van Well Building Supply	Bill Pmt -Check	14715	07/01/2016	75.96
Van Well Building Supply	Bill Pmt -Check	14774	08/04/2016	529.85
Van Well Building Supply	Bill Pmt -Check	14814	09/01/2016	73.85
Van Well Building Supply	Bill Pmt -Check	14874	10/05/2016	109.99
Van Well Building Supply	Bill Pmt -Check	14928	11/05/2016	92.02
Van Well Building Supply	Bill Pmt -Check	15021	12/26/2016	65.00
Van Well Building Supply	Bill Pmt -Check	15030	01/03/2017	58.86
Van Well Building Supply	Bill Pmt -Check	15078	02/01/2017	64.44
Van Well Building Supply	Bill Pmt -Check	15187	04/06/2017	111.94
Van Well Building Supply	Bill Pmt -Check	15229	05/02/2017	130.66
Van Well Building Supply	Bill Pmt -Check	15267	05/31/2017	107.54
Van Well Building Supply	Bill Pmt -Check	15319	06/30/2017	54.53
Multiple departments				1474.64
Verizon Wireless	Bill Pmt -Check	14730	07/09/2016	37.95
Verizon Wireless	Bill Pmt -Check	14775	08/04/2016	37.96
Verizon Wireless	Bill Pmt -Check	14842	09/16/2016	37.96
Verizon Wireless	Bill Pmt -Check	14875	10/05/2016	37.96
Verizon Wireless	Bill Pmt -Check	14929	11/05/2016	37.94
Verizon Wireless	Bill Pmt -Check	14979	12/04/2016	37.94
Verizon Wireless	Bill Pmt -Check	15045	01/11/2017	37.94
Verizon Wireless	Bill Pmt -Check	15079	02/01/2017	37.92
Verizon Wireless	Bill Pmt -Check	15145	03/08/2017	37.92
Verizon Wireless	Bill Pmt -Check	15188	04/06/2017	37.92
Verizon Wireless	Bill Pmt -Check	15230	05/02/2017	37.94
Verizon Wireless	Bill Pmt -Check	15282	06/06/2017	37.94
Water				455.29

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Walter E. Nelson Co.	Bill Pmt -Check	14970	11/28/2016	486.96
Walter E. Nelson Co.	Bill Pmt -Check	15073	01/29/2017	124.44
West Valley Hospital	Bill Pmt -Check	14740	07/18/2016	129.66
West Valley Hospital	Bill Pmt -Check	14843	09/16/2016	699.19
West Valley Hospital	Bill Pmt -Check	14990	12/08/2016	131.46
West Valley Hospital	Bill Pmt -Check	15199	04/13/2017	244.20
Fire, meds				1204.51
Westech Engineering	Bill Pmt -Check	14896	10/14/2016	2,161.00
Westech Engineering	Bill Pmt -Check	14991	12/08/2016	236.00
Sewer/Admin				2397
Williamson & Aebi, LLP	Bill Pmt -Check	15046	01/11/2017	562.40
Williamson & Aebi, LLP	Bill Pmt -Check	15094	02/07/2017	922.40
Williamson & Aebi, LLP	Bill Pmt -Check	15146	03/08/2017	522.40
Williamson & Aebi, LLP	Bill Pmt -Check	15200	04/13/2017	522.40
Williamson & Aebi, LLP	Bill Pmt -Check	15246	05/15/2017	682.40
Williamson & Aebi, LLP	Bill Pmt -Check	15283	06/06/2017	442.40
Admin, Accountant				3654.4
Xerox Corporation	Bill Pmt -Check	14731	07/09/2016	213.72
Xerox Corporation	Bill Pmt -Check	14776	08/04/2016	227.91
Xerox Corporation	Bill Pmt -Check	14826	09/07/2016	208.12
Xerox Corporation	Bill Pmt -Check	14876	10/05/2016	240.50
Xerox Corporation	Bill Pmt -Check	14917	10/26/2016	8.63
Xerox Corporation	Bill Pmt -Check	14951	11/15/2016	253.94
Xerox Corporation	Bill Pmt -Check	14992	12/08/2016	147.50
Xerox Corporation	Bill Pmt -Check	15047	01/11/2017	169.76
Xerox Corporation	Bill Pmt -Check	15095	02/07/2017	146.92
Xerox Corporation	Bill Pmt -Check	15189	04/06/2017	137.77
Xerox Corporation	Bill Pmt -Check	15206	04/17/2017	191.41
Xerox Corporation	Bill Pmt -Check	15231	05/02/2017	151.20
Xerox Corporation	Bill Pmt -Check	15284	06/06/2017	145.31
Xerox Financial Services	Bill Pmt -Check	14952	11/15/2016	305.75
Xerox Financial Services	Bill Pmt -Check	14993	12/08/2016	180.75

611.4 **39**

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**City of Falls City
Bill Payments for All Vendors**

July 2016 through June 2017

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Xerox Financial Services	Bill Pmt -Check	15048	01/11/2017	180.75
Xerox Financial Services	Bill Pmt -Check	15096	02/07/2017	180.75
Xerox Financial Services	Bill Pmt -Check	15156	03/14/2017	180.75
Xerox Financial Services	Bill Pmt -Check	15190	04/06/2017	180.75
Xerox Financial Services	Bill Pmt -Check	15247	05/15/2017	180.75
Xerox Financial Services	Bill Pmt -Check	15285	06/06/2017	180.75
Admin, copiers				

3813.69

541,001.87

541,001.87

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AGENDA REPORT

TO: CITY COUNCIL
FROM: MAYOR UNGRICHT
SUBJECT: LEVY RESEARCH
DATE: 7/05/2017

SUMMARY

The City of Falls City Council requested staff to research procedures for a levy.

BACKGROUND

The City of Falls City last attempted to submit a levy to the ballot in 2010 for the purchase of the lots above the falls property. They did not get all of the requirements done in time and it looks like it was dropped.

We can submit a measure to the primary and general election at no cost, any other election we pay for the cost of our portion of the election. The ballot language needs to be approved 60 days before the election and there are publication deadlines that need to happen before the approval of language, still researching this area. I believe the 2017 general election is November 14th, which means we will need to have everything developed for publication by August 15th. Under Oregon Law Government can tax up to \$10.00 before compression kicks in, Falls City is currently at 5.1326 (Exhibit A) so compression will not be an issue. Under are taxing district it will take \$0.26 per \$1000.00 of valuation to raise \$10,000.00

Council has talked about an operational levy for the Library, Streets, and Fire Department. The Library would have to raise a minimum of \$50,000 a year and have a guarantee from the School that the agreement we are operating under would stay the same. This would be a tax of \$1.30 per thousand on each property, this would only cover the 75% cost of the librarian covered under the current agreement.

The Fire Department is in need of equipment and some up dates to the building. We submitted a FEMA grant for the SCBU's, I had different reviewers review the grant and they all said it was an excellent presentation, but I have my doubts that we will be awarded the funding. I believe where we only serve 950 people and 1.2 square miles that funding will be directed to departments that have a larger service area and more population. We have two years to replace the SCBU's or we will not be able to enter to fight structure fires. We also need to update radios and pagers, change the heating system, replace hoses, and look for an updated pumper truck. The department is putting a wish list together for prioritizing to come up with a figure but I estimate that we could use at least \$150,000.00 over 5 years, about \$0.80 per thousand.

The Streets Department is in need of funding, if we do not come up with a plan we will lose pavement on a few of our streets; Fair Oaks, Shelton, Bridge Street/Chamberlain, part of Perry are streets in desperate need of an over lay. My thoughts are if we could raise \$180,000, we

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apply for the next Small City Allotment Grant to coincide and I try for other grant funds we could overlay the majority of our paved streets that are in need. I still need to research but my idea would be to enter a line item to the budget to stash the levy until we had awards from grants and enough to try and pay for mobilization one time and get as much pavement laid as possible.

I hope this enough information to generate a discussion for Council to prioritize what they would like so I can develop the language for the ballot with our City Attorney, if there is a clear direction council wants to pursue. It will be tough to get all work done for the November election, but I think it is do-able.

PREVIOUS COUNCIL ACTION N/A
ALTERNATIVES/FINANCIAL IMPLICATIONS N/A
STAFF RECOMMENDATION N/A

EXHIBITS

- A) Current tax rates
- B) Section 11 of the Oregon Constitution
- C) Budget Manual, Local option taxes
- D) LOC handout on adopting a levy

PROPOSED MOTION
N/A

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Exhibit A
FALLS CITY "EDUCATION" RATES versus CITY OF DALLAS "EDUCATION" RATES

**2016 - 2017 Tax Rates By Code Area
 CODE 5701
 City of Falls City**

<u>NAME</u>	<u>TOTAL</u>	<u>EDUCATION</u>	<u>GOVERNMENT</u>	<u>NON-LIMITED (BONDS)</u>
POLK COUNTY	1.7160		1.7160	
POLK COUNTY BONDS AFTER 2001	0.5043			0.5043
POLK COUNTY PUBLIC SAFETY	0.3196		0.3196	
CHEMEKETA COMMUNITY COLLEGE	0.6259	0.6259		
CHEMEKETA REGIONAL LIBRARY	0.0818		0.0818	
CHEMEKETA CC BONDS AFTER 2001	0.2759			0.2759
WILLAMETTE ESD	0.2967	0.2967		
FALLS CITY	2.9202		2.9202	
POLK SOIL/WATER CD	0.0500		0.0500	
FALLS CITY SD 57	4.2052	4.2052		
FALLS CITY SD 57 LOCAL OPTION	1.2500	1.2500		
4-H/M GARDEN/AG/FOREST EXT DIST	0.0750		0.0750	
	12.3206	6.3778	5.1626	0.7802

2.2424 for other government.

**2016 - 2017 Tax Rates By Code Area
 CODE 0201
 City of Dallas**

<u>NAME</u>	<u>TOTAL</u>	<u>EDUCATION</u>	<u>GOVERNMENT</u>	<u>NON-LIMITED (BONDS)</u>
POLK COUNTY	1.6922		1.6922	
POLK COUNTY BONDS AFTER 2001	0.5043			0.5043
POLK COUNTY PUBLIC SAFETY	0.3196		0.3196	
CHEMEKETA COMMUNITY COLLEGE	0.6173	0.6173		
CHEMEKETA REGIONAL LIBRARY	0.0807		0.0807	
CHEMEKETA CC BONDS AFTER 2001	0.2759			0.2759
WILLAMETTE ESD	0.2926	0.2926		
DALLAS CITY	4.1372		4.1372	
DALLAS CITY BONDS PRIOR TO 2001	0.4596			0.4596
DALLAS CITY BONDS AFTER 2001	0.0970			0.0970
DALLAS URBAN RENEWAL	0.1677		0.1677	
DALLAS CD	0.0540		0.0540	
POLK SOIL/WATER CD	0.0494		0.0494	
DALLAS SD 2	4.4895	4.4895		
DALLAS SD 2 BONDS AFTER 2001	1.4878			1.4878
4-H/M GARDEN/AG/FOREST EXT DIST	0.0740		0.0740	
	14.7988	5.3994	6.5748	2.8246

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Exhibit B

OREGON CONSTITUTION

Section 11. Property tax limitations on assessed value and rate of tax; exceptions. (1)(a) For the tax year beginning July 1, 1997, each unit of property in this state shall have a maximum assessed value for ad valorem property tax purposes that does not exceed the property's real market value for the tax year beginning July 1, 1995, reduced by 10 percent.

(b) For tax years beginning after July 1, 1997, the property's maximum assessed value shall not increase by more than three percent from the previous tax year.

(c) Notwithstanding paragraph (a) or (b) of this subsection, property shall be valued at the ratio of average maximum assessed value to average real market value of property located in the area in which the property is located that is within the same property class, if on or after July 1, 1995:

(A) The property is new property or new improvements to property;

(B) The property is partitioned or subdivided;

(C) The property is rezoned and used consistently with the rezoning;

(D) The property is first taken into account as omitted property;

(E) The property becomes disqualified from exemption, partial exemption or special assessment; or

(F) A lot line adjustment is made with respect to the property, except that the total assessed value of all property affected by a lot line adjustment shall not exceed the total maximum assessed value of the affected property under paragraph (a) or (b) of this subsection.

(d) Property shall be valued under paragraph (c) of this subsection only for the first tax year in which the changes described in paragraph (c) of this subsection are taken into account following the effective date of this section. For each tax year thereafter, the limits described in paragraph (b) of this subsection apply.

(e) The Legislative Assembly shall enact laws that establish property classes and areas sufficient to make a determination under paragraph (c) of this subsection.

(f) Each property's assessed value shall not exceed the property's real market value.

(g) There shall not be a reappraisal of the real market value used in the tax year beginning July 1, 1995, for purposes of determining the property's maximum assessed value under paragraph (a) of this subsection.

(2) The maximum assessed value of property that is assessed under a partial exemption or special assessment law shall be determined by applying the percentage reduction of paragraph (a) and the limit of paragraph (b) of subsection (1) of this section, or if newly eligible for partial exemption or special assessment, using a ratio developed in a manner consistent with paragraph (c) of subsection (1) of this section to the property's partially exempt or specially assessed value in the manner provided by law. After disqualification from partial exemption or special assessment, any additional taxes authorized by law may be imposed, but in the aggregate may not exceed the amount that would have been imposed under this section had the property not been partially exempt or specially assessed for the years for which the additional taxes are being collected.

(3)(a)(A) The Legislative Assembly shall enact laws to reduce the amount of ad valorem property taxes imposed by local taxing districts in this state so that the total of all ad valorem property taxes imposed in this state for the tax year beginning July 1, 1997, is reduced by 17 percent from the total of all ad valorem property taxes that would have been imposed under repealed sections 11 and 11a of this Article (1995 Edition) and section 11b of this Article but not taking into account Ballot Measure 47 (1996), for the tax year beginning July 1, 1997.

(B) The ad valorem property taxes to be reduced under subparagraph (A) of this paragraph are those taxes that would have been imposed under repealed sections 11 or 11a of this Article (1995 Edition) or section 11b of this Article, as modified by subsection (11) of this section, other than taxes described in subsection (4), (5), (6) or (7) of this section, taxes imposed to pay bonded indebtedness described in section 11b of this Article, as modified by paragraph (d) of subsection (11) of this section, or taxes described in section 1c, Article IX of this Constitution.

(C) It shall be the policy of this state to distribute the reductions caused by this paragraph so as to reflect:

(i) The lesser of ad valorem property taxes imposed for the tax year beginning July 1, 1995, reduced by 10 percent, or ad valorem property taxes imposed for the tax year beginning July 1, 1994;

(ii) Growth in new value under subparagraph (A), (B), (C), (D) or (E) of paragraph (c) of subsection (1) of this section, as added to the assessment and tax rolls for the tax year beginning July 1, 1996, or July 1, 1997 (or, if applicable, for the tax year beginning July 1, 1995); and

(iii) Ad valorem property taxes authorized by voters to be imposed in tax years beginning on or after July 1, 1996, and imposed according to that authority for the tax year beginning July 1, 1997.

(D) It shall be the policy of this state and the local taxing districts of this state to prioritize public safety and public education in responding to the reductions caused by this paragraph while minimizing the loss of decision-making control of local taxing districts.

(E) If the total value for the tax year beginning July 1, 1997, of additions of value described in subparagraph (A), (B), (C), (D) or (E) of paragraph (c) of subsection (1) of this section that are added to the assessment and tax rolls for the tax year beginning July 1, 1996, or July 1, 1997, exceeds four percent of the total assessed value of property statewide for the tax year beginning July 1, 1997 (before taking into account the additions of value described in subparagraph (A), (B), (C), (D) or (E) of paragraph (c) of subsection (1) of this section), then any ad valorem property taxes attributable to the excess above four percent shall reduce the dollar amount of the reduction described in subparagraph (A) of this paragraph.

(b) For the tax year beginning July 1, 1997, the ad valorem property taxes that were reduced under paragraph (a) of this subsection shall be imposed on the assessed value of property in a local taxing district as provided by law, and the rate of the ad valorem property taxes imposed under this paragraph shall be the local taxing district's permanent limit on the rate of ad valorem property taxes imposed by the district for tax years beginning after July 1, 1997, except as provided in subsection (5) of this section.

(c)(A) A local taxing district that has not previously imposed ad valorem property taxes and that seeks to impose ad valorem property taxes shall establish a limit on the rate of ad valorem property tax to be imposed by the district. The rate limit established under this subparagraph shall be approved by a majority of voters voting on the question. The rate limit approved under this subparagraph shall serve as the district's permanent rate limit under paragraph (b) of this subsection.

(B) The voter participation requirements described in subsection (8) of this section apply to an election under this paragraph.

(d) If two or more local taxing districts seek to consolidate or merge, the limit on the rate of ad valorem property tax to be imposed by the consolidated or merged district shall be the rate that would produce the same tax revenue as the local taxing districts would have cumulatively produced in the year of consolidation or merger, if the consolidation or merger had not occurred.

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(e)(A) If a local taxing district divides, the limit on the rate of ad valorem property tax to be imposed by each local taxing district after division shall be the same as the local taxing district's rate limit under paragraph (b) of this subsection prior to division.

(B) Notwithstanding subparagraph (A) of this paragraph, the limit determined under this paragraph shall not be greater than the rate that would have produced the same amount of ad valorem property tax revenue in the year of division, had the division not occurred.

(f) Rates of ad valorem property tax established under this subsection may be carried to a number of decimal places provided by law and rounded as provided by law.

(g) Urban renewal levies described in this subsection shall be imposed as provided in subsections (15) and (16) of this section and may not be imposed under this subsection.

(h) Ad valorem property taxes described in this subsection shall be subject to the limitations described in section 11b of this Article, as modified by subsection (11) of this section.

(4)(a)(A) A local taxing district other than a school district may impose a local option ad valorem property tax that exceeds the limitations imposed under this section by submitting the question of the levy to voters in the local taxing district and obtaining the approval of a majority of the voters voting on the question.

(B) The Legislative Assembly may enact laws permitting a school district to impose a local option ad valorem property tax as otherwise provided under this subsection.

(b) A levy imposed pursuant to legislation enacted under this subsection may be imposed for no more than five years, except that a levy for a capital project may be imposed for no more than the lesser of the expected useful life of the capital project or 10 years.

(c) The voter participation requirements described in subsection (8) of this section apply to an election held under this subsection.

(8) An election described in subsection (3), (4), (5)(c)(D), (7)(a) or (c) or (11) of this section shall authorize the matter upon which the election is being held only if:

(a) At least 50 percent of registered voters eligible to vote in the election cast a ballot; or

(b) The election is a general election in an even-numbered year.

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Exhibit C

DOR – Budget Manual (copied out 6/30/17)

LOCAL OPTION TAXES

Local option taxes Local option taxes are a second type of taxing authority in addition to, or instead of, permanent rate authority. Voters can be asked to approve local option taxes for a limited term.⁵ Local option taxes used for general operations can be approved for up to five years. If the local option taxes are to be used for capital projects, they can be approved for up to 10 years or the useful life of the project, whichever is less.

“Capital project” is defined in ORS 280.060. It means:

- The acquisition of land upon which to construct an improvement;
- The acquisition of buildings;
- The acquisition or construction of improvements;
- Additions to a building that increase its square footage;
- Construction of a building;
- The acquisition and installation of machinery and equipment which will become an integral part of a building; or
- The purchase of furnishings, equipment or other tangible property with an expected useful life of more than one year.

Determining the useful life of a capital project is not complicated when only one type of capital project is to be financed by the local option tax. For example, if the tax is for the purchase of a fire truck with a useful life of nine years, the local option tax can be imposed for no more than nine years.

However, if the proposed local option tax is to pay for several capital assets with different useful lives, then the following formula is used to determine the maximum number of years the local option tax can be imposed:

Average useful Life x Cost = Weight

Total weight ÷ Total cost = Maximum years allowed for tax Example:

Item	Cost	x	Useful life =	Weight
5 computers	\$10,000		2 years	20,000
2 patrol cars	80,000		7 years	560,000
Totals	\$90,000			580,000

580,000 ÷ 90,000 = 6.44 5

6.44 is rounded down to 6 years, which is the maximum number of years for which this local option tax can be proposed. (The result is always rounded down; never up.)

Local option taxes for capital projects with a term of more than 5 years must be submitted to voters separately from local option taxes with a term of 5 years or less [ORS 280.060(4)].

If a school district imposes a local option tax and the resulting “local revenue” exceeds the amount determined by the formula in ORS 327.013, the district’s State School Fund Grant will be reduced.

⁵ Education Service Districts are the only type of local government not allowed to ask their voters for local option authority

LOCAL OPTION TAXES

The authorized period for a local option tax is in consecutive years. If a local government does not utilize its full local option authority or levies no tax for one of those years, the period is not extended. If a local government reduces its local option levy one year, the unused portion of the authority cannot be "carried over" and used in subsequent years. However, future use of the full annual authority approved by the voters is not affected; if the full authority is needed in subsequent years of the local option period, the full annual rate or amount of tax that was authorized by the voters can be imposed.

Article XI, Section 11b (Measure 5) imposes another limitation on property taxes. The taxes on a property that are used for education purposes cannot be more than \$5 per \$1,000 of the property's real market value. The taxes imposed for all other government purposes cannot be more than \$10 per \$1,000 of RMV. If it is necessary to reduce the taxes on a property to be within these constitutional limits, local option taxes are reduced first, before the taxes imposed under local governments' permanent rate authorities. If a property is subject to more than one local option tax, the local option amounts are reduced proportionately. If reducing the local option taxes to zero does not reach the limit, then the permanent rate tax amounts of all of the taxing districts to which that property is subject are reduced proportionately.

GENERAL OBLIGATION BONDS

General obligation bond taxes Voter approval of a general obligation bond for capital projects or a Bancroft bond issue carries with it the authority to levy taxes to pay the bond principal and interest. However, such a debt service levy cannot exceed the amount necessary to:

1. Pay the principal and interest due in a single fiscal year, plus
2. Reserve the unappropriated ending fund balance necessary to meet principal and interest payments coming due between July 1 and receipt of sufficient tax revenue in the following year, plus
3. Repay any loans made from other funds that were necessary when collections from the debt service levy were insufficient to pay bond principal and interest in the current year, plus
4. May include deposits to a sinking fund that is dedicated to pay a tax credit bond or other bond that bears interest that is includable in gross income under the Internal Revenue Code (ORS 294.368, renumbered from 294.381).

These taxes are "excluded from limitation" by Measure 5. No other expenditures may be made from a debt service fund that imposes taxes that are excluded from Measure 5 limitation. Additionally, a local government can impose only the taxes necessary to balance the debt service fund after other fund resources are taken into consideration.



Q: What are the procedural requirements for adopting a local option tax levy?

A: The League has written several articles and provided significant training on the numerous problems caused by the property tax system in Oregon. The problems ultimately vary by the facts of each city. Common scenarios include: reaching the Measure 5 caps; being hampered by the Measure 50 growth limits; having a low permanent rate; experiencing compression due to competing taxing jurisdictions; or having large tax discounts caused by wide gaps in real market values and assessed values.

To work within the current system certainly is challenging. However, where the local government Measure 5 caps have not been reached, one tool a city has available is the local option levy. This is a temporary property tax on top of a city's permanent rate, but subject to Measure 5 limits and requiring voter approval. Local elected officials are typically well-versed in the political decisions regarding attempts to impose local tax increases. However, the actual procedures and steps needed to adopt a local option tax levy are often unknown. This article answers those questions.

General Overview

Before outlining the actual procedures and steps involved in adopting a local option tax levy, a quick overview of local option levies is needed. First, local option taxes can be levied as either a fixed dollar amount or as a rate per thousand. Second, these types of local levies can be used for municipal operations or capital purchases. If the levy is adopted for municipal operation purposes the levy is subject to a five-year term. But, if the tax is assessed for capital purposes, it is subject to an end date of the lesser of the following: 10 years or the expected useful life of the project.

Third, a local option levy is subject to approval by the voters of the municipality. If the voters are given the levy during a May or November election, a simple majority can approve the levy. However, if the levy is put on the ballot in March or September, a double majority approval is required. A double majority means that for passage, more than 50 percent of the municipality's voters must cast ballots, and then a majority of those who cast ballots must approve the local option levy.

Fourth, up to four different and distinct local option levies per year may be submitted to the voters at one time, provided each levy is voted upon separately. Finally, local option levies are subject to Measure 5 limits and these types of taxes will compress to zero before a permanent tax rate is subject to compression.

Procedure for Adopting Local Option Tax Levy

Step 1:

Pursuant to ORS 280.070, a city's governing body must refer for voter approval any local option property tax levy. A typical way of complying with this state statute is through a resolution or ordinance adopted by the city council and then placed on the ballot. The resolution or ordinance will generally contain six elements, three of which are specifically required by ORS 280.080:

- Whereas clauses which explain the need for and purpose of the levy (required by ORS 280.080);
- Whereas clauses explaining the estimated total outlay required to accomplish the needs and purposes of the levy (required by ORS 280.080);
- Whereas clauses explaining the levy amount or the tax rate being sought;
- Whereas clauses identifying the length of time for which the levy is intended to be imposed (required by ORS 280.080);
- A "resolved" clause wherein the city council directs a ballot measure to be drawn up in compliance with state and local laws identifying the tax rate, the length of time the tax will be imposed and a date upon which an election on the tax proposal is to be held; and
- At least one additional "resolved" clause that directs the city auditor to forward to the county elections office all material necessary to place the proposed tax on the designated election date.

Public officials are encouraged to seek the assistance of their city attorney in preparing the resolutions or ordinances needed to adopt a local option tax levy.

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“To work within the current system certainly is challenging. However, where the local government Measure 5 caps have not been reached, one tool a city has available is the local option levy.”

Step 2:

A city council's referral of a proposed tax levy requires the creation of a ballot measure. Generally, the ballot measure is put together by the city auditor or the city's governing body. ORS 280.070 and ORS 280.075 require the ballot to contain specific language and information.

First, after the question identified on the ballot title is provided, the following statement shall be included:

“This measure may cause property taxes to increase more than three percent.” This sentence does *not* count for purposes of the word count limitation required by ORS 250.035 (the statute which generally defines the form of ballot titles for local measures).

Please note that if the levy is a renewal, ORS 280.070 requires the ballot title to include the following language: “This measure renews current local option taxes.”

Second, as part of the question, the ballot title authorizing the local option levy is required to provide the voters with two different timeframes. The title must state the first fiscal year in which the tax rate is to be imposed. Additionally, the title must provide for the length in years of the period during which the tax is to be imposed.

Third, if the proposed levy designates a fixed dollar amount, the ballot title must provide for the total amount of money to be raised by the local tax (in dollars and cents). If the ballot title provides for an estimated tax impact, the estimate shall be based on the most current estimate of assessed value from the county assessor. Additionally, when utilizing an estimated tax impact, the ballot title must specifically include the following language:

“The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of estimate and may reflect the impact of early payment discounts, compression and the collection rate.”

If the proposed levy is in the form of a rate per thousand, the ballot title must contain an estimate of the total amount of money to be raised for *each year* the levy is imposed, with the same being identified in dollars and cents. Please note that should a levy of this nature raise more money than anticipated, the excess money shall be considered a budget resource for the levy fund in the next fiscal year of the city.

The statutorily required statements outlined in this second step do *not* count towards the word count limitations required by ORS 250.035. However, local option levy ballot measures are additionally required to include language compliant with ORS 250.036 (identifies majority and double majority requirements). Additionally, attention to general requirements and deadlines for all city measures shall also be followed and can be found, generally, in ORS Chapter 250.

Step 3:

After a city prepares the ballot measure as identified herein, and ensures it is compliant with all applicable state laws, the city should further review its local charter and municipal code provisions to ensure that compliance with any required steps therein have also been met.

Step 4:

Upon completion of a ballot measure that complies with both state and local laws, the city should forward the ballot measure to the county elections office in accordance with applicable deadlines. The December 2016 edition of *Local Focus* outlines relevant 2017 deadlines for municipal officials.

Conclusion

Adopting a local option levy, from a procedural standpoint, requires very specific steps and necessitates the use of specified language in the ballot measure. While the policy decisions behind proposing a local option levy and actually getting the votes for passage may at times seem like the most difficult part of obtaining a new source of tax revenue, city officials are encouraged to not overlook the precision required in legally obtaining this new revenue.

Municipal leaders should consult with their city attorney in order to ensure that both state and local procedures for the adoption and eventual implementation of a local option levy are properly met.

For additional information, please consider reviewing the Oregon Secretary of State's Referral Manual, available at <http://sos.oregon.gov/elections/Documents/ReferralManual.pdf>. ■

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AGENDA REPORT

TO: CITY COUNCIL
FROM: MAYOR UNGRICHT
SUBJECT: NATIONAL NIGHT OUT
DATE: 7/05/2017

SUMMARY

The Falls City Fire Department requested permission to sponsor a National Night Out event at the last Council meeting.

BACKGROUND

The National Night Out Block Party is a national event that takes place each year on the first Tuesday of August. The event is designed to bring the Community together and build relationships between law enforcement and EMS services.

The Falls City Fire Department would like to organize the event for our community. The FD is requesting permission from Council to close 3rd Street between 3 pm and 10 pm. They have contacted the neighbors living on 3rd Street and all gave permission for the closure.

100 people are expected to show and the Community Center has enough bathrooms stalls to cover that amount, so there will not be a need for extra porta potties. The Department will be sponsoring children's games like kick the can and providing demonstrations of emergency rescue services. This is a good opportunity for our residents to experience the service our Fire Volunteers provide to the Community.

PREVIOUS COUNCIL ACTION N/A
ALTERNATIVES/FINANCIAL IMPLICATIONS N/A

STAFF RECOMMENDATION

Approve motion

EXHIBITS

N/A

PROPOSED MOTION

I move that the City of Falls City Council approve the 3rd Street closure for National Night Out Block Party.

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CITY OF FALLS CITY

299 Mill Street, Falls City, OR 97344

COMMUNITY CENTER RENTAL AGREEMENT

320 N. Main Street, Falls City, OR 97344

Today's Date: 06.25.2017

Printed Name: Mary Sykes, Asst. Chief Falls City Fire

Organization: Falls City Fire Non-profit? For Profit?

Address: B 1518 SE Arthur Street City: Dallas State: Oregon

Phone Number: wk. 503-945-5964 Cell Number: 503-302-7880

Resident: Non Resident: Member of falls City Fire

Occasion: National Night Out Block Party

Single Rental Date: 08.01.2017 From: 0800 (a.m.)/p.m. to 1100 a.m. (p.m.)

RENTAL DETAILS:

Community Center Kitchen (WARMING KITCHEN ONLY)

Number of People Attending: 100-150

Will alcohol be served? NO Will candles be used? NO (Note: Candles must be self-contained)

Reoccurring Rental Information: 1st Tues of August

Annual yes no Circle: Sun / Mon / Tue / Wed / Thur / Fri / Sat From: 0800 (a.m.)/p.m. to 1100 a.m. (p.m.)

If limited to a series of months / dates, please list: National Night Out is held the first Tuesday of August, we plan to make this an annual event

Rental of Table and Chairs outside of the Community Center:

Tables and Chairs only: Number of Tables: 12 Number of Chairs: 50+

I, Mary E. Sykes, have reviewed the Falls City Community Center Use Policy, and hereby agree to comply strictly with and be legally responsible for all the Rules and Regulations of the Falls City Community Center Rental Agreement.

I, _____, indemnify and hold the City of Falls City, its officers, agents and employees, harmless from and against all claims, liabilities, demands, damages or actions, of whatever form or nature, including death, bodily injury and property damage, as well as attorney fees incurred in defense thereof, arising from or in any way relating to the rental or use of the Community Center, and any chairs and tables of the Community Center, by the responsible organization, group or individuals.

PRINT FULL NAME: Mary Elizabeth Sykes

SIGN FULL NAME: Mary Elizabeth Sykes DATE: 06.25.2017

Staff Use Only:	Date Received: <u>7/3/2017</u>
Rental Payment by: Cash <input type="checkbox"/> Check <input type="checkbox"/> Rental Fee: \$ <u>N/A</u> Receipt# _____ Date _____	
Deposit Payment by: Cash <input type="checkbox"/> Check <input type="checkbox"/> Deposit \$ <u>N/A</u> Receipt# _____ Date _____	
Confirmation to applicant <input type="checkbox"/> Posted to Calendar <input type="checkbox"/> Added to Facility Deposit Log <input type="checkbox"/>	
Facility Condition Checked	
<input type="checkbox"/> Deposit Returned <input type="checkbox"/> Date: _____	

Waive fees 12 August

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We would like to close down 3rd Street between Main Street and Pine Street on Tuesday, August 1 4:30-9:30PM for our inaugural National Night Out Block Party. We have also reserved the Community Center for our event Our block party will be taking place from 5-9PM, the additional time requested is for set up and clean up.

The National Night Out Block Party is a nationwide event that takes place each year on the first Tuesday of August. It is a night to strengthen community ties and to build better relationships with law enforcement by providing a place for positive interactions. For our first block party, we have chosen the theme of "Building a strong community takes all of us" and we are hosting a public safety fair. We have confirmed with the Polk County Sheriff's Office, Willamette Valley Communication Center 9-1-1, Life Flight Network, and our local Community Watch. We are working with a local ambulance service for a ground ambulance as well. Each group will be providing safety information for adult community members and playing with and educating the kids. Dispatch will be teaching kids how to call 9-1-1 and provide the necessary information to get help. Life Flight will be landing a helicopter at the football field and possibly participating in a demonstration. We will also be providing some basic food and some games for the kids.

We polled the high schoolers on activities that they would be interested in seeing at our events and a Kick the Can tournament was one of the popular suggestions. We would like to use 3rd Street to give kids a safe place to play as well as potentially for first responders to give demonstrations of some of the work that they do. We might even put together a first responder team to play the winning kids' team in Kick the Can!

The fire department has four neighbors on 3rd Street. We have been to each of the neighbors to ask their permission and to work out parking and emergency plans. All four neighbors have given us their approval and look forward to watching the events and joining the block party. Each neighbor has access to their home via Pine Street or the alley connecting 3rd Street and 4th Street and we have assured them that in case of an emergency, we would clear the way for them to exit via 3rd Street if necessary.

The department has cones and signs to block off the street at both ends. People will be able to access Pine Street from 1st Street, 2nd Street, 4th Street, and 5th Street. Neighbors on the west side of 3rd Street can access their homes through the alley. People can access the fire department parking lot through the alley behind the Boondocks. If necessary we could put up detour signs at 1st Street and 5th Street to alert people to the closure.

We believe that we will receive about 100 visitors spread out over the four hours of the event and the two event sites. After looking through various recommendations from FEMA, portable toilet companies, and event planners, for a four hour event with no alcohol served and 100-150 guests staying for the majority of the time, we would need 2-4 toilets and 1-2 handwashing stations as well as 1-2 drinking fountains. The station meets these requirements with 4 toilet stalls, 2 handwashing stations, and 2 drinking fountains.

We strongly believe that this event will be beneficial to the community, as well as a lot of fun and educational, and that closing down a part of 3rd Street will help us accomplish that.

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AGENDA REPORT

TO: CITY COUNCIL
FROM: MAYOR UNGRICHT
SUBJECT: BOONDOCKS ECLIPSE EVENT
DATE: 7/05/2017

SUMMARY

The operators of the Boondocks Restaurant and bar requested Council to allow them to plan an eclipse event during Public Comments at the last meeting.

BACKGROUND

The Boondocks is requesting that the Council approve allowing camping at the upper park and baseball area starting on August 19th through August 21st. They estimate around 150 people and would like to purchase a few of our reserved porta potties for increased bathroom facilities for the campers. I checked with our Insurance carrier and they are requiring an additional policy to cover the campers, cost is \$500.00 for 1 to 200 camp sites. The City would also require the Boondocks to provide event insurance through their carrier to indemnify the City.

In addition the Boondocks requests permission to close North Main Street west of 2nd Street to the edge of the Boondocks bar, on Monday the 21st of August between 6 am to 12 pm. This would allow for EMS operations and access to the Frink's store parking lot. They would like to provide a breakfast and will reserve the Community Center for added bathroom facilities. This would also require insurance coverage indemnifying the City.

PREVIOUS COUNCIL ACTION N/A
ALTERNATIVES/FINANCIAL IMPLICATIONS N/A
STAFF RECOMMENDATION N/A

EXHIBITS

- A) Community Center application
- B) Park Reservation form
- C) Event explanation
- D) Map of road closure

PROPOSED MOTION

I move the City of Falls City Council approve reserving the upper park to the Boondocks and to allow them to organize and charge for camping in the Park between August 19th and 21st, and to approve the closure of North Main Street from 6 am to 12 pm on August 21st, with the proper insurance policies to indemnify the City and the proper amount of porta potties to cover the event.

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CITY OF FALLS CITY

299 Mill Street, Falls City, OR 97344

COMMUNITY CENTER RENTAL AGREEMENT

320 N. Main Street, Falls City, OR 97344

Today's Date: 6/13/17
 Printed Name: Laura Britton
 Organization: The Boondocks Non-profit? For Profit?
 Address: 318 N Main Box 81 City: Falls City State: OR
 Phone Number: 503 871 6527 Cell Number: _____
 Resident: Non Resident:
 Occasion: Solar Eclipse
 Single Rental Date: 8/19-20-21 From: 7 AM (a.m./p.m.) to 2 (a.m./p.m.)

RENTAL DETAILS:

Community Center Kitchen _____ (WARMING KITCHEN ONLY)
 Number of People Attending: 100
 Will alcohol be served? Will candles be used? _____ (Note: Candles must be self-contained)

Recurring Rental Information:

Annual: yes / no Circle: Sun / Mon / Tue / Wed / Thur / Fri / Sat From: _____ a.m. /p.m. to _____ a.m. /p.m.
 If limited to a series of months / dates, please list: _____

Rental of Table and Chairs outside of the Community Center:

Tables and Chairs only: Number of Tables: _____ Number of Chairs: _____

I, Laura Britton Laura Britton, have reviewed the Falls City Community Center Use Policy, and hereby agree to comply strictly with and be legally responsible for all the Rules and Regulations of the Falls City Community Center Rental Agreement.

I, Laura Britton, indemnify and hold the City of Falls City, its officers, agents and employees, harmless from and against all claims, liabilities, demands, damages or actions, of whatever form or nature, including death, bodily injury and property damage, as well as attorney fees incurred in defense thereof, arising from or in any way relating to the rental or use of the Community Center, and any chairs and tables of the Community Center, by the responsible organization, group or individuals.

PRINT FULL NAME: Laura Britton
 SIGN FULL NAME: Laura Britton DATE: 6/13/17

Staff Use Only:		Date Received: <u>6/13/2017</u>
Rental Payment by: Cash <input checked="" type="checkbox"/> Check <input type="checkbox"/>	Rental Fee: \$ <u>100</u>	Receipt# <u>585457</u> Date <u>6/13/2017</u>
Deposit Payment by: Cash <input type="checkbox"/> Check <input type="checkbox"/>	Deposit \$ _____	Receipt# _____ Date _____
Confirmation to applicant <input checked="" type="checkbox"/>	Posted to Calendar <input checked="" type="checkbox"/>	Added to Facility Deposit Log <input type="checkbox"/>
Facility Condition Checked	<i>for profit</i>	
<input type="checkbox"/> Deposit Returned	<input type="checkbox"/> Date: _____	<u>19</u> <u>JL</u>



City of Falls City
Park Reservation Request Form/Application
 299 Mill Street, Falls City, Oregon 97344 Phone: 503.787.3631 Fax: 503.787.3023
www.fallscityoregon.gov

Date of Application: 6-13-17

Organization/Applicant Name: The Boondocks

Contact Person for Organization: Laura Britton

Address: PO Box 81 City/State/Zip: Falls City OR 97344

Phone number: 503 871 6527 Alternative Phone Number: 503 508 2842

E-mail address: loriandlaura@msn.com

Nature of Event: Solar Eclipse

Estimated Attendance: 100-150

Date Requested for Event: 8/19-8/21 Time Requested-from: 8AM on 8/19 to: 6pm on 8/21

Rental of the Gazebo? AND BALL PARK

Will Alcohol be served? **Requires approval of City Council.**

Will there be monetary gain if Alcohol is served (donations/sale or tip jar)? **Requires OLCC License.**

ADDITIONAL LIABILITY requirement for all Gazebo rentals and for any event that offers alcohol. An Insurance Rider naming the City of Falls City as an additional insured is required for all paid rentals and for all events that serve alcohol.

Will there be overnight camping? **Requires approval of the City of Falls City.**

Describe camping requirements: Space for RV parking and tents for upward of 150 people - approx 75 people. Porta pottys are sold out. If the city would like to contribute

Will there be use of amplified sound equipment? **Requires approval of the City of Falls City.**

Is power required? Specify use: lighting for gazebo

I have read, understand, and agree to the guidelines and regulations stated in the "The City of Falls City Park Rules for Use" and policies regarding use of the Park. By my signature, I agree to hold harmless and indemnify the City of Falls City, its officers, agents and employees for all claims arising from the use of park facilities resulting in bodily injury, property damage or personal injury, including but not limited to, settlements, judgments, costs and attorneys' fees. we greatly appreciate it.

Applicant's Signature Laura Britton Date: 6/13/17

For Staff Use Only:	
Approved/Denied _____	Date: <u>6/13/2017</u>
Payment Type: Cash <input type="checkbox"/> Check <input checked="" type="checkbox"/> Check #: <u>2095</u>	Receipt #: <u>585459</u>
<input checked="" type="checkbox"/> Confirmation given to applicant	<input checked="" type="checkbox"/> Posted on calendar <u>RB</u>

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Business or Organization The Boondocks
Address 318 N. Main St. PO Box 81
City/State/Zip Falls City, OR 97344

SPECIAL USE INFORMATION

Proposed location(s) (name of park or site) N. main Street. 10 feet west of 2nd Street to 3 feet East of the Fire Hall.

Specific area(s) requested - As stated above and we would like to rent the community center as well

Description & purpose of activity (please attach an additional page if necessary) A community breakfast. To bring our community together for the Solar Eclipse

Proposed date(s) and time(s) August 21st 2017 6am - 12 noon

Set-up date and time 6am Take-down date and time 12 noon

Number of people expected 100

Describe Restroom facilities and capacity The Boondocks has a capacity of 99. Overflow facilities will include the community center, Frinks store & lower Park

Music? Amplified? Yes - Radio with low amplification

Porta potty

Describe Parking we wish to use the city lot - Parry + Bridge Overflow. Also off street is available

Illustrate and describe road closure Description - See map provided

Barricades orange cones and orange plastic fencing

Emergency vehicle access full access in and out of the fire hall

Consider fire station - Emergency vehicle must be able to exit and enter full access in and out

Illustrate and describe detour route(s) See map

Consider and describe impact on other business Extra business for Frinks and Falls City Grow Store. Bread Board is closed

Notify other business, Volunteer Fire Association

I have spoken with the other businesses and they are looking forward to the event. Have not spoken to fire hall yet. Will notify them at Wednesday's meeting.

Describe impact on community Positive impact on our community - we feel community events pull community members together

How will your activity be promoted or advertised? Facebook, Newspaper, flyers Instagram

Will Alcohol be served? Requires approval of City Council. NONE. Alcohol will only be served/sold in accordance with existing license

Will there be monetary gain if Alcohol is served (donations/sale or tip jar)? Requires OLCC License N/A

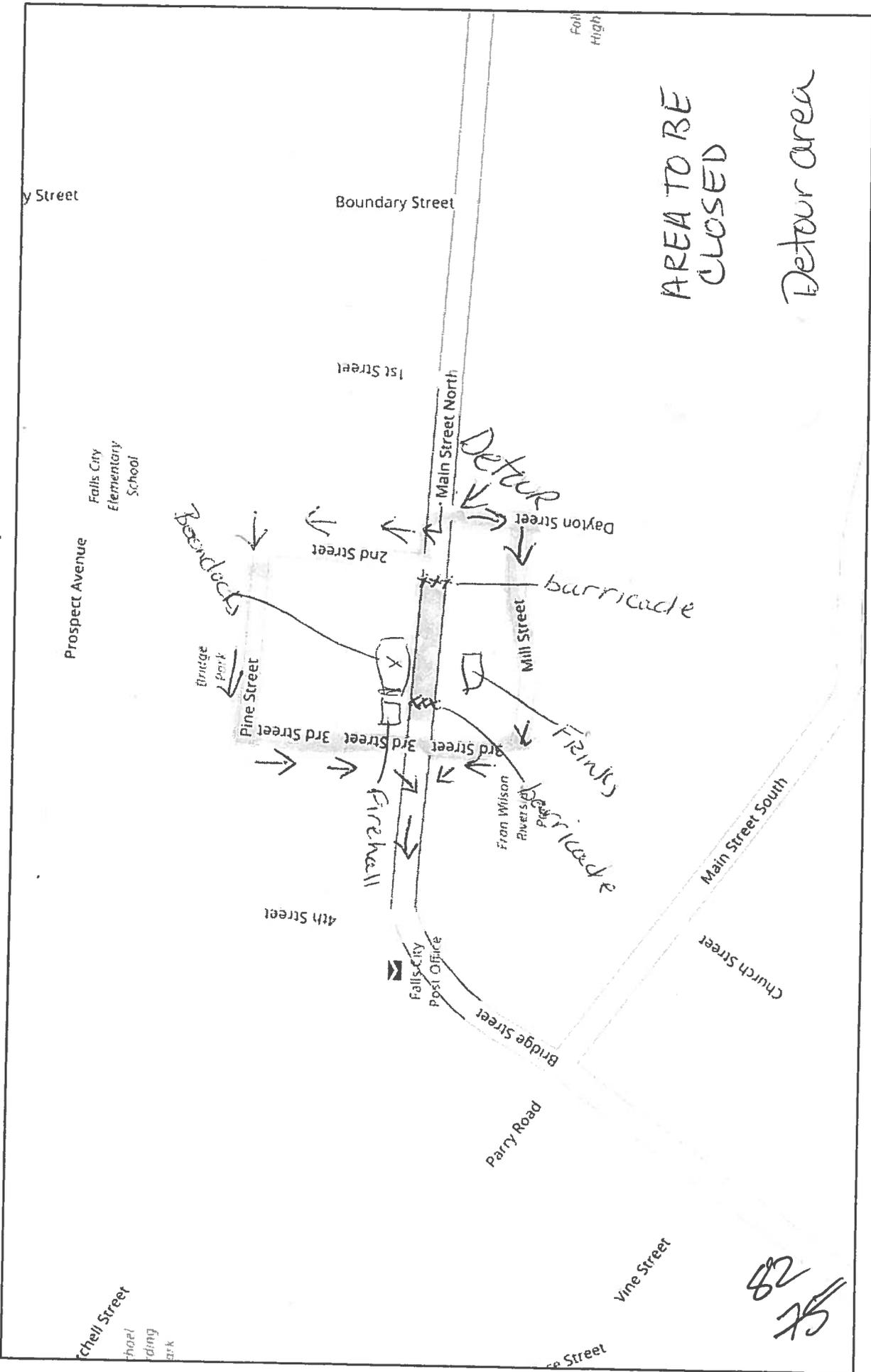
ADDITIONAL LIABILITY requirement for any event that offers alcohol. (see attached)

An Insurance Rider naming the City of Falls City as an additional insured is required for all paid rentals and for all events that serve alcohol.

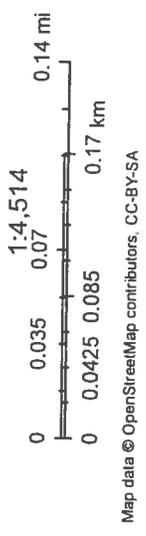
N/A

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August 21, 2017 Boondocks Eclipse Breakfast



May 25, 2017



**Mayor's Report,
July 13, 2017 Council Meeting**

The North side of the Falls Property is cleaned up and I am ready to submit pictures to OPRD for approval or comments, anyone with pictures forward them to me. If we receive approval on the clean up all that we will have left is the zone change on the land to public space, this will hopefully be completed at the July 20th meeting. Then we will close out that grant. A huge thanks goes out to the Community Service Consortium that donated time to clean up the area, we had a couple of locals that were on the work crew.

We have taken delivery of the new Public Works Pickup. I had a bed liner sprayed in and purchased a side tool box; the only other item we will add is a pipe rack. We have three payments of \$6150.00 left and then it is the City's.

I am still trying to find a surplus grader than we can afford, if something doesn't show pretty quick we will have to put a couple of thousand into the old one. We will need to replace the cutting blade and repair some hydraulic leaks before the rains start up.

We are still experiencing too many water main breaks; the last one was on Hopkins and drained our system. Whenever something like this happens it throws the WTP off and takes time to dial it back in, but due to the timing it has added a lot of work and stress on the plant and workers. We had to change over to Teal Creek early to make up for the water loss, the added stress on the plant highlighted problems in our chlorine delivery system resulting in having to go to the plant every few hours, so thank Don and Corky for their extra time. We have ordered a new chlorine delivery system that will update us to the new safety regulations and help to more accurately monitor the delivery. We were never out of compliance, thanks to the extra time by our Public Works crew, but it is time we update, cost should be under \$5,000.00.

I received the estimates back from engineering on a couple of trouble areas in our water and waste water system. We looked at replacing around 155 feet of water line on Third Street, this would repair a problem area and make it ready for a loop down Pine Street, estimated cost \$45,000. The next job was replacing the line on Forrest View/Clark/Estelle Road; we have experienced four breaks in less than 6 months. This was about 2100 feet of line replacement and a few new valves, \$420,000 estimated cost, and I fainted. Part of the reason for the high costs is the added expense of the bidding process; this would be a large project under State Law and then the mobilization fees for setting up on a small project, same problem we have with Street paving projects. So the only way we can afford this is to wait and bundle the distribution projects together that are identified in the Master Water Plan and seek financing and grants. The wastewater project was repairing and updating the Carey Court lift station. The developer was allowed to put in a sub-standard system; no rails for the pumps, too small of an access point to repair valves, etc. Cost to make more user friendly would be \$40,000, cost to do properly around \$100,000. We are going to try to replace the way we pull pump and pull the filter to do a get by repair in house. Cost will still be around \$10,000.

Master Water Plan should be at the August meeting for approval. Parade and Community Barbeque was a great success, thanks Boondocks. Remember the Land use meeting on the 20th.

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MONTHLY EXPENSE REPORT

MAYOR UNGRICHT

06/06/2017: 25 Miles, Monmouth, Bank.
06/06/2017: 82 Miles, Sublimity, Pick up P/W truck.
06/08/2017: 25 Miles, Monmouth Bank.
06/08/2017: 66 Mile, Salem, Ferguson Water works.
06/12/2017: 20 Miles, Dallas, Submit budget to assessor.
06/13/2017: 25 Miles, Monmouth, Bank.
06/16/2017: 25 Miles, Monmouth, Bank.
06/20/2017: 25 Miles, Monmouth, Bank.
06/21/2017: 25 Miles, Monmouth, Bank.
06/23/2017: 56 Miles, Salem, truck bed liner.
06/26/2017: 83 Miles, Corvallis, Bank, Edge Lab.
06/26/2017: 56 Miles, Salem pick up truck.
06/27/2017: 25 Miles, Monmouth Bank.
06/30/2017: 25 Miles, Monmouth, Bank.

06/30/2017: \$17.67 reimburse for purchasing drinking water for July 1st Parade and barbeque.

I mistakenly used the City Credit Card for two personal transactions;

1) Chevron, Springfield	\$64.47
2) Jiffy Lube, West Salem	<u>\$198.96</u>
Total	\$263.43

Sorry the City card and my personal card look the same, I usually do not carry the City card. I will try to make sure this doesn't happen again.

Miles 563 x 53.5	=	\$301.20 mileage.
Reimburse for water	=	<u>\$ 17.67</u>
Total	=	\$318.87
Minus mistaken use of City card =		<u>\$263.43</u>
	=	\$ 55.44

Total reimbursement = \$ 55.44

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Public Works Staff for June, 2017

Thursday, 1 Back hoe maintenance.

Friday, 2 Preparation for clean at mill lot.

Saturday, 3 Routine water and sewer, city wide clean-up.

Sunday, 4 Routine water and sewer, clean Glaze Creek intake.

Monday, 5 Repairing sewer line Dayton, called out grade school, sewer line plug.

Tuesday, 6 Finish up Dayton Street sewer repair.

Wednesday, 7 Repair broken meter Lewis Street, upper park maintenance.

Thursday, 8 Water and sewer samples, finish up CCR report.

Friday, 9 Working on number three filter WTP.

Saturday, 10 Sunday, 11 Routine water and sewer.

Monday, 12 Did sample plan for State Health Department.

Tuesday, 13 Finish routine state reporting, locate for Fair Oaks.

Wednesday, 14 Upper park maintenance and lower Cemetery.

Thursday, 15 Mailed CCR to Health Department, called hang door hanger.

Friday, 16 Graded of step hills around town, another door hanger.

Saturday, 17 Routine water and sewer.

Sunday, 18 Routine sewer, problem with tubbing for chlorination.

Monday, 19 Ground maintenance at City Hall, deliver shut off notices.

Tuesday, 20 Water reconnect Frost RD, clean up at new falls park.

Wednesday, 21 New park clean up.

Thursday, 22 Clean up at park, did physical shut offs.

Friday, 23 Water main brake Hopkins, big loss of water.

Saturday, 24 Had to put Teal CR, from main brake and turning very hot.

Sunday, 25 Routine sewer, chlorine problems.

Monday, 26 Meter reading, change out chlorine pump.

Tuesday, 27 Finish meters, called out WTP high cl₂.

Wednesday, 28 Help the camp filling their pool.

Thursday, 29 Meet with Furrow pump, going to the system at WTP.

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