

February 16, 2023 at 6:00pm  
City Council Meeting  
Audio/Video Teleconference  
Oakridge City Hall & Zoom  
48318 E. 1<sup>st</sup> Street  
Oakridge OR, 97463  
REGULAR MEETING



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**1. CALL MEETING TO ORDER**

**2. Pledge of Allegiance**

**3. Roll Call**

**4. Additions, Corrections or Adjustments to the Agenda**

**5. Public Comment**

*Individual speakers must be recognized by the presiding officer, provide their name and address, and are allowed up to 3 minutes to speak. The Council will not engage in discussion or make any decisions based on public comment. The Council may take comments under advisement for discussion and action at a future Council meeting.*

**6. Mayor Comments / Announcements / Proclamations**

**7. Council Comments / Announcements**

**8. Consent Agenda**

8.1 Minutes from previous City Council meeting(s) on: **2/2/23** and **2/9/23**

**9. Business from the City Council**

9.1 Voting for new City Councilor (John Caroon, Donald Grant, or Christina Hollett)

9.2 Travel Lane County update/presentation from TLC Vice President Andy Vobora

9.3 Hills Street Turn-Around Issue Update

9.4 No Parking Paint at 1<sup>st</sup> and Alder Streets (48328 E. 1st Street)

9.5 Red Cross Sound the Alarm program and March Red Cross Month

9.6 Removal of Planning Commissioner Reed for lack of performance

9.7 CA Evaluation Summary

9.8 GWP Community Building rental discount request from Jayme Martin for 3 2-hour "Gospel Meetings"

9.9 Fire Department Readerboard Replacement

**10. Business from the City Administrator**

**10.1 RFP for Realtor of Record - update**

10.2 City Attorney response regarding City Recorder issue

**10.3 Budget Process Calendar**

**11. Staff and Board/Committee/Commission Reports**

**11.1 Finance Report (Colleen Shirley)**

11.2 Police (Chief Kevin Martin)

11.3 Fire (Chief Scott Hollett)

11.4 Public Works (Robearth Chrisman & Rick Zylstra)

11.5 Warming Center Update (Kathy Holston)

11.6 WAC Funding Committee & Oakridge Air Updates (Mayor Cutchen/Sarah Altemus-Pope)

**12. Items removed from the Consent Agenda**

**13. Ordinances and Resolutions (with Public Comment)**

**14. Public Hearings**

**15. Appointments**

15.1 Douglas Leander – RTMP/TRT Committee

15.2 Kelly Wynant – OEDAC **and** RTMP/TRT Committees

15.3 Marietta Thompson – Public Safety Committee

15.4 David Ackland - Special Fire District Subcommittee

15.5 Su Stella – RTMP-TRT Committee

15.6 Gail Partain – Planning Commission

15.7 Norine "Tink" Marquardt – Public Safety **and** WAC Committees

15.8 Sarah Altemus-Pope – OEDAC

**16. Public Comment**

**17. Adjourn**

**This will be a remote participation meeting. Citizens have four ways of attending and commenting:**

- 1. On your computer, tablet or smartphone go to <https://us02web.zoom.us/j/3664311610>**
- 2. On your telephone, dial: 669-900-9128, then enter Meeting ID: 366 431 1610.**
- 3. Send comments by email to: [cityadministrator@ci.oakridge.or.us](mailto:cityadministrator@ci.oakridge.or.us) by 2pm the day of the meeting.**
- 4. Attend in person at City Hall.**

**Detailed instructions are available at City Hall, on the city website, and the city Facebook page.**

***Accommodation for Physical Impairments:*** In order to accommodate persons with physical impairments, please notify the City of any special physical or language accommodations you may require as far in advance of the meeting as possible. To make arrangements, Contact City Hall at 541-782-2258. For the hearing impaired, the City's TTD Number is 541-782-4232.



February 2, 2023  
Regular Session  
City Hall Council Chambers and Zoom  
48318 E 1<sup>st</sup> Street  
6:00 p.m.

## **MINUTES**

### **1. Call Meeting to Order- 6:00 pm**

**Council Present:** Mayor Bryan Cutchen, Councilors Dirk "Poncho" Tarman, Dawn Kinyon, Melissa Bjarnson and Jan Hooker

**Staff Present:** City Administrator James Cleavenger, Police Chief Kevin Martin, Finance Director Colleen Shirley, City Recorder Jackie Taylor and Community Development Director Rick Zylstra

### **2. Pledge of Allegiance**

**3. Roll Call-**Councilor Hooker was excused.

### **4. Additions, Corrections or Adjustments to the Agenda**

Mayor Cutchen-wanted to remove items 9.7, 11.3 and 11.13 and wants to refer 9.6 to the Admin Committee.

### **5. Public Comment-none**

### **6. Mayor Comments / Announcements / Proclamations**

Mayor Cutchen-recognized Floyd Stalcup who retired from public works after 33 years and 4 months of service.

James has started adding strategic themes to the agenda bills.

### **7. Councilor comments / Announcements**

Councilor Kinyon-is happy to see the new flags in the council chambers/court room.

### **8. Consent Agenda**

8.1 Minutes from previous City Council Meetings on – 10/6/22, 9/1/22 & 1/19/23

**Motion:** Councilor Kinyon moved to approve the consent agenda. Councilor Hooker seconded the motion.

Mayor Cutchen (aye), Bjarnson (aye), Tarman (aye), Kinyon (aye), Hooker (aye). Motion passed 5-0

### **9. Business from the City Council**

9.1 April Street Closure

Rick-read the issue.

**Motion:** Councilor Kinyon moved to approve the street closures on April 22<sup>nd</sup> and 29<sup>th</sup> for the Upper Willamette Storm Drain and Creative Crosswalks Project to paint art in the crosswalks and around the storm drains in and adjacent to Cedar and Ash Streets at East 1<sup>st</sup> Street. Councilor Bjarnson seconded the motion.

Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Bjarnson (aye), Hooker (aye). Motion passed 5-0

## 9.2 City Hall Window Bids

Colleen-read the issue.

She received four bids, she is recommending Mark & Co. They spent a lot of time here talking to her and Rick.

**Motion:** Councilor Kinyon moved to allow the Finance Director to accept the proposed bid for \$59,894 from Mark & Co. to purchase and install new windows at city hall. Councilor Hooker seconded the motion.

Tarman (aye), Mayor Cutchen (aye), Hooker (aye), Kinyon (aye), Bjarnson (aye). Motion passed 5-0

## 9.3 Gravel Grinder Alcohol permit

James-read the issue.

**Motion:** Councilor Hooker moved to approve the Gravel Grinders Alcohol permit. Councilor Kinyon seconded the motion.

Kinyon (aye), Mayor Cutchen (aye), Bjarnson (aye), Hooker (aye), Tarman (aye). Motion passed 5-0

## 9.4 Bus Fair Alcohol permit

James-read the issue.

**Motion:** Councilor Kinyon moved to approve the Bus Fair's alcohol permit. Councilor Tarman seconded the motion.

Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Bjarnson (aye), Hooker (aye). Motion passed 5-0

## 9.5 Dogs of Valor Fee Waiver request

James-read the issue.

Mayor Cutchen-like he has said before, he would like people to have some skin in the game and to not be giving everyone fee waivers.

**Motion:** Councilor Kinyon moved to approve the fee waiver request to allow the Dogs of Valor program to use the Greenwaters Park Community Building every Thursday from 10-11 am through the end of April, 2023.

Tarman (aye), Bjarnson (aye), Mayor Cutchen (nay), Hooker (aye), Kinyon (aye). Motion passed 4-1

9.6 OEDAC Operating Guidelines-removed from the agenda-admin committee-removed from the agenda

9.7 CA Evaluation Summary-removed from the agenda

## 10. Business from the City Administrator

10.1 RFP for Realtor of Record-result and request for reopening the RFP for 2<sup>nd</sup> application.

James-read the issue.

**Motion:** Councilor Kinyon moved to approve Oakridge Real Estates request to reopen the RFP in order to allow them (and potentially others) to submit an application by February 28<sup>th</sup>. Councilor Bjarnson seconded the motion.

James-the council needs to decide whether or not to reopen the RFP or vote on this.

Mayor Cutchen-given our current financial status we could, as we have done in the past, work the deals ourselves. He disagrees with the whole idea of a Realtor of Record. If we reopen this RFP you could be opening up the city to an appeal of this decision.

We need to be really careful with what we do here, we don't normally extend deadlines in order for someone else to apply. There is no reason to open to this up to give an advantage to another person who wasn't as adept at looking for an RFP. We can advertise on a platform, but you don't go out and specifically target the realtor that you want to apply.

Councilor Kinyon withdrew her motion.

**Motion:** Councilor Kinyon moved to table agenda item to the next meeting to do more research. Councilor Bjarnson seconded the motion.

Bjarnson (aye), Mayor Cutchen (nay), Kinyon (aye), Tarman (aye), Hooker (aye). Motion passed 4-1

#### 10.2 RFP for new Auditor

James-read the issue.

Hanford is willing to do our audit immediately. We will be saving about \$25,000 in a four year period.

The council was happy with the reviews and reference checks that they performed.

**Motion:** Councilor Hooker moved to allow the City Administrator to negotiate the contract with Hanford and Associates, LLC for auditing services.

Tarman (aye) Mayor Cutchen (aye), Hooker (aye), Kinyon (aye), Bjarnson (aye). Motion passed 5-0

#### 10.3 New Police/EMS Dispatch services IGA-Bid proposal from Junction City

James-read the issue.

The Junction City police Chief Bob Morris along with Assistant Chief Eric Markell were there to answer questions.

Motion: Councilor Tarman moved to allow the City Administrator to negotiate a new IGA Contract with the City of Junction City for dispatch services. Mayor Cutchen seconded the motion.

Bjarnson (nay), Mayor Cutchen (aye), Hooker (aye), Kinyon (aye), Tarman (aye). Motion passed 4-1

### 11. Staff and Board / Committee / Commission reports

#### 11.1 Admin Committee

Councilor Kinyon-gave the report. They elected the Chair and Vice Chair.

#### 11.2 Parks & Community Services Committee

Rick-gave the report, they appointed the Chair for the committee.

#### 11.3 Public Safety Committee-removed from the agenda-no report

#### 11.4 Audit Committee

Councilor Kinyon-they elected the Chair of the committee.

#### 11.5 Charter Review Committee

Councilor Kinyon-they met, they elected the Chair, Vice Chair and Secretary.

#### 11.6 Budget Committee-have not met.

11.7 Library Board-no report

11.8 RTMP & TRT

They have not met, they only have one member.

11.9 Planning Commission

Rick-gave the report.

11.10 OEDAC

No Quorum, have not met.

11.11 Special Fire District Sub-Committee

Councilor Hooker-gave the report. They did meet in January, Steve Abel is starting the feasibility study.

11.12 WAC Sub Committee

They did not meet.

11.13 WAC Funding Committee-removed from the agenda

**12. Items removed from the consent agenda**

**13. Ordinances, Resolutions and Public Comments**

13.1 CA Evaluation Process Resolution 01-2023 (2<sup>nd</sup> reading)

James-read the issue.

James-read the 2<sup>nd</sup> reading of Resolution 01-2023

**Motion:** Councilor Tarman moved to approve the second reading of Resolution 01-2023 including exhibit (s) A, B and C. Councilor Hooker seconded the motion.

Hooker (aye), Tarman (aye), Bjarnson (aye), Mayor Cutchen (aye), Kinyon (aye). Motion passed 5-0

13.2 Supplemental Budget Resolution 02-2023

Colleen-read the issue.

Motion: Councilor Kinyon moved to approve the Supplemental Budget for Fiscal year 2022-2023 as outlined in Resolution 02-2023 with the effective date 30 days after today. Councilor Hooker seconded the motion.

Mayor Cutchen-the resolution states it is effective immediately, it will be effective in 30 days.

Councilor Kinyon-amended her motion to reflect that change.

Hooker (aye), Tarman (nay), Bjarnson (aye), Mayor Cutchen (aye), Kinyon (aye). Motion passed 4-1

**14. Public Hearings-none**

**15. Appointments**

15.1 John McClelland-Planning Commission

Motion: Councilor Tarman moved to appoint John McClelland to seat 5 of the Planning Commission expiring 12/2026. Councilor Hooker seconded the motion.

Mayor Cutchen (aye), Bjarnson (aye), Tarman (aye), Kinyon (aye), Hooker (aye). Motion passed 5-0

15.2 Heather Buley-Parks & Community Services Committee

Motion: Mayor Cutchen moved to appoint Heather Buley to the Parks & Community Services Committee expiring in 2025. Councilor Hooker seconded the motion.

Mayor Cutchen (aye), Kinyon (aye), Bjarnson (aye), Hooker (aye), Tarman (aye). Motion passed 5-0

15.3 Gail Partain-Planning Commission-wasn't available

15.4 Mary Rivera-OEADAC

Motion: Councilor Kinyon moved to appoint Mary Rivera to seat 5 of the OEDAC advisory Committee expiring in 12/2026. Councilor Tarman seconded the motion.

Kinyon (aye), Mayor Cutchen (aye), Bjarnson (aye), Hooker (aye), Tarman (aye). Motion passed 5-0

15.5 Su Stella-RTMP & TRT Committee- Sue wasn't available

15.6 Robert Woodson (wasn't available) and Jill Mardin-Library Board\*

*\*only 1 position available*

**Motion:** Councilor Kinyon moved to appoint Jill Mardin to the Library Board. Councilor Bjarnson seconded the motion.

Tarman (aye), Bjarnson (aye), Mayor Cutchen (aye), Hooker (aye), Kinyon (aye). Motion Passed 5-0

**16. Public Comment**

Trudy Hammond- thanked all of the applicants and council for dedication and hard work.

**17. Adjourn 8:06 pm**

Signed: \_\_\_\_\_  
Bryan Cutchen, Mayor

Signed: \_\_\_\_\_  
James Cleavenger, City Recorder



February 9, 2023  
Work Session (Via Zoom)  
City Hall Conference Room  
48318 E 1<sup>st</sup> Street  
6:00 p.m.

# MINUTES

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**1. CALL MEETING TO ORDER- 6pm**

**Council Present:** Mayor Bryan Cutchen, Councilors Dirk “Poncho” Tarman, Dawn Kinyon, Melissa Bjarnson, Michelle Coker, and Jan Hooker

**Staff Present:** City Administrator James Cleavenger

**2. Pledge of Allegiance**

**3. Roll Call**

**4. Additions, corrections or adjustments to the agenda-none**

**5. Public Comments**

Dirk Tarman Sr. – Voiced his support for Donald Grant

Trudy Hammond - Voiced her support for Christina Hollett

Karin Thompson - Voiced her support for Christina Hollett

**6. Mayor Comments / Announcements / Proclamations - None**

**7. Council Comments / Announcements**

Councilor Tarman -Asked Councilor Bjarnson why she was not at the meeting in person.

Councilor Bjarnson responded that this was not an appropriate question during this meeting.

**8. Business from the City Council**

8.1 Interviews of the following 3 candidates to replace a vacant City Council position:

**John Caroon** – Did not attend

**Donald Grant** – Attended and was interviewed by Council

**Christina Hollett** - Attended and was interviewed by Council

**9. Adjourn - 6:44 PM**

Signed: \_\_\_\_\_  
Bryan Cutchen, Mayor

Signed: \_\_\_\_\_  
James Cleavenger, City Recorder & Administrator



## Business of the City Council

City of Oakridge, Oregon

February 16, 2023

**Agenda Title:** Voting to fill vacant City Council seat

**Agenda Item No:** 9.1

**Exhibit:** Paper ballots (attached)

**Proposed Council Action:** Appoint a new City Councilor to fill the vacancy

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**ISSUE:** On 12/31/22, City Councilor Audy Splietof resigned from City Council for personal reasons. Three candidates (**John Caroon, Donald Grant, and Christina Hollett**) applied for the vacant position. On 2/9/23, candidate interviews were held during a City Council Work Session. Mr. Caroon did not attend the interviews.

When Council is prepared to vote, each Councilor will be provided with a paper ballot (see attached ballots) with the Council member's name on the top and a signature line to sign their name on the bottom. The names of all 3 candidates are on the ballots and Councilors are allowed to vote for 1 of the 3 candidates by placing a mark or an "X" in the space provided next to the name of the candidate of their choice.

The ballots will then be collected by the CA and read aloud in public. When reading the ballots, the CA shall announce each Councilor's name and the name of the candidate they voted for. If there are any Councilors appearing remotely, their vote shall be given verbally *after* the votes of the Councilors voting in-person have been read aloud.

If none of the 3 candidates receives 4 or more votes\* during the 1st round of voting, the candidate with the least amount of votes will be eliminated and a 2<sup>nd</sup> round of voting will occur between the remaining 2 candidates. If there is a tie after the 2<sup>nd</sup> round of voting, a 3<sup>rd</sup> round of voting may be requested by Motion from the floor, or a coin-toss will be used to break the tie.

Once a candidate has been appointed, they will be sworn-in and shall immediately take their seat on the Council.

**FISCAL IMPACT:** None

**OPTIONS:** Vote for 1 of the 3 candidates

*\*4 or more votes are required under Chapter IV, Section 18 of the City Charter*

# Mayor Cutchen

\_\_\_\_\_ John Caroon

\_\_\_\_\_ Donald Grant

\_\_\_\_\_ Christina Hollett

\_\_\_\_\_ (Signature)

*1<sup>st</sup> Round Voting Ballot for New Oakridge City Councilor 2/16/2023*

# Councilor Kinyon

\_\_\_\_\_ John Caroon

\_\_\_\_\_ Donald Grant

\_\_\_\_\_ Christina Hollett

\_\_\_\_\_ (Signature)

*1<sup>st</sup> Round Voting Ballot for New Oakridge City Councilor 2/16/2023*

# Councilor Coker

\_\_\_\_\_ John Caroon

\_\_\_\_\_ Donald Grant

\_\_\_\_\_ Christina Hollett

\_\_\_\_\_ (Signature)

*1<sup>st</sup> Round Voting Ballot for New Oakridge City Councilor 2/16/2023*

# Councilor Hooker

\_\_\_\_\_ John Caroon

\_\_\_\_\_ Donald Grant

\_\_\_\_\_ Christina Hollett

\_\_\_\_\_ (Signature)

*1<sup>st</sup> Round Voting Ballot for New Oakridge City Councilor 2/16/2023*

# Councilor Bjarnson

\_\_\_\_\_ John Caroon

\_\_\_\_\_ Donald Grant

\_\_\_\_\_ Christina Hollett

\_\_\_\_\_ (Signature)

*1<sup>st</sup> Round Voting Ballot for New Oakridge City Councilor 2/16/2023*

# Councilor Tarman

\_\_\_\_\_ John Caroon

\_\_\_\_\_ Donald Grant

\_\_\_\_\_ Christina Hollett

\_\_\_\_\_ (Signature)

*1<sup>st</sup> Round Voting Ballot for New Oakridge City Councilor 2/16/2023*



City of Oakridge  
Lane County, Oregon

## Oath of Office – City Councilor

2/16/2023

I, \_\_\_\_\_, do solemnly swear or affirm that I will support the Constitution and laws of the United States and the State of Oregon, and of the Oakridge City Charter, ordinances, and Council Rules of Procedure for the City of Oakridge, and that I will faithfully and honorably perform the duties of the office for which I am about to assume.

\_\_\_\_\_

**Councilor** \_\_\_\_\_

## Business of the City Council

City of Oakridge, Oregon

February 16, 2023

**Agenda Title:** No Parking Paint at 1st and Alder Streets (48328 E. 1st Street)

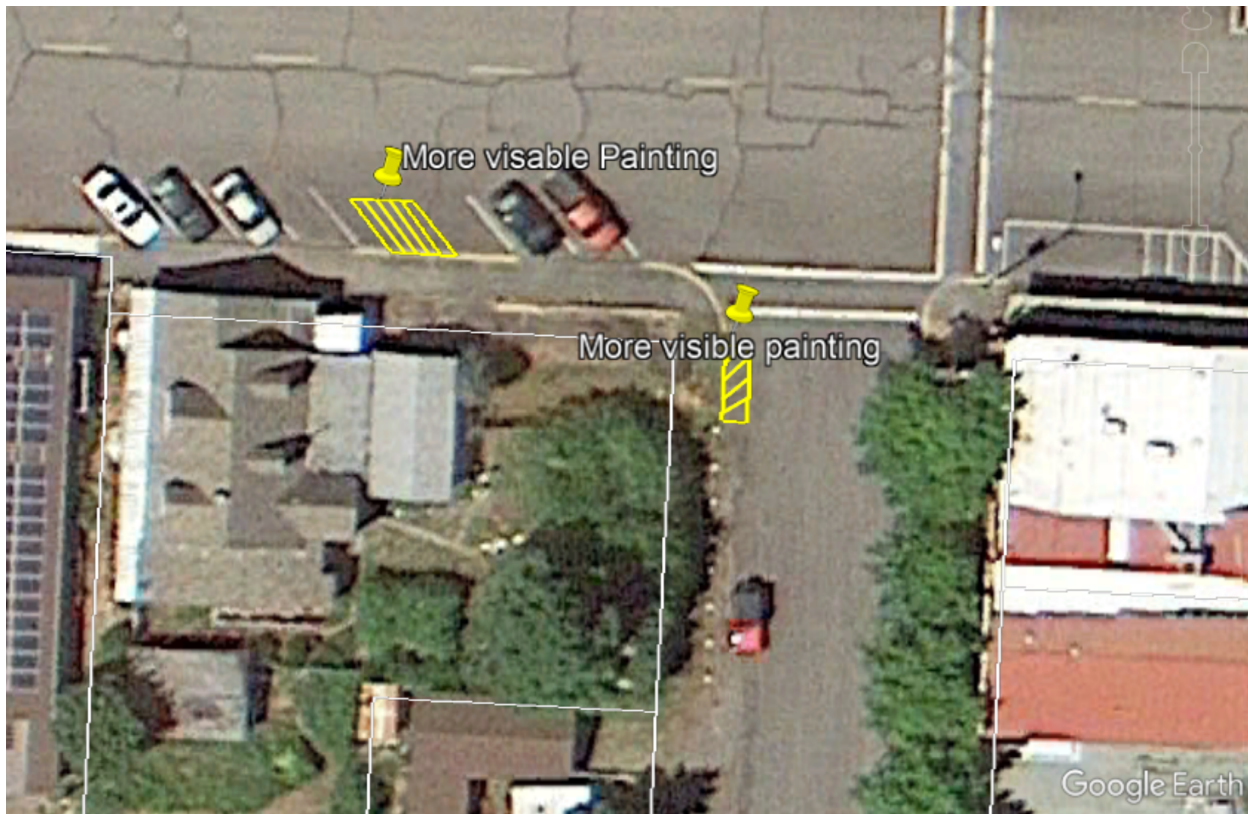
**Proposed Council Action:** A motion from the floor to approve

**Agenda Item No:** 9.4

**Exhibit:**

**Agenda Bill Author:** Rick Zylstra

**ISSUE:** Nancy Kelly lives in the Uptown District at 48328 E. 1<sup>st</sup> Street and often has vehicles blocking the entrance to her driveway. This issue arises from the mix of commercial establishments and her residence comingling in the uptown. After discussing the issue with Ms. Kelly and the CA, we have come to a possible solution of making the ingress and egress to her driveway on her property to more visible by extending the yellow “no parking” paint stripes further into the street, as shown in the illustration below. This issue is being presented to council because they are the road authority and must approve such matters.



**FISCAL IMPACT:** Under \$100.00

**OPTIONS:** Approve or deny

**STAFF RECOMMENDATION:** Approve

**RECOMMENDED MOTION:** *"I move to allow painting more visible "No Parking" stripes at E. 1<sup>st</sup> and Alder Streets."*

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## Business of the City Council

City of Oakridge, Oregon

February 16, 2023

**Agenda Title:** Red Cross Sound the Alarm program and Proclamation for March Red Cross Month

**Proposed Council Action:** A motion from the floor to approve

**Agenda Item No:** 9.5

**Exhibit:** Draft Proclamation

**Agenda Bill Author:** CA

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**ISSUE:** March is Red Cross Month. In recognition and celebration of everything the Red Cross has done for our community, including their involvement in the Cedar Creek Fire evacuation, a draft Proclamation has been prepared (see attached Exhibit), which if approved by Council during this meeting, will be read and presented to Red Cross volunteers at the next City Council meeting on 3/2/23.

They will also soon be implementing their “Sound the Alarm” program in Oakridge, wherein Red Cross volunteers will be going door-to-door to install free smoke alarms and discussing home fire safety with interested residents.

**FISCAL IMPACT:** None

**OPTIONS:** Approve, deny, or modify the attached draft Proclamation

**STAFF RECOMMENDATION:** Approve

**RECOMMENDED MOTION:** *“I move to approve the draft Proclamation for March Red Cross Month, to be presented at the next City Council meeting.”*

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**AMERICAN RED CROSS MONTH, 2023  
A Proclamation**

In times of crisis, people in Oakridge come together to care for one another. This humanitarian spirit is part of the foundation of our community and is exemplified by American Red Cross Cascades Region volunteers and donors.

In 1881, Clara Barton founded the American Red Cross, turning her steadfast dedication for helping others into a bold mission of preventing and alleviating people's suffering. Today, more than 140 years later, we honor the kindness and generosity of Red Cross volunteers here in Oakridge, who continue to carry out Clara's lifesaving legacy. They join the millions of people across the United States who volunteer, give blood, donate financially or learn vital life-preserving skills through the Red Cross.

In the **Cascades Region**, serving Oregon and SW Washington, the contributions of more than **2,500** local Red Cross volunteers give hope to the most vulnerable in their darkest hours. The Red Cross does so by providing more than **600** emergency overnight shelter stays, along with food and comfort for families devastated by nearly **800** local disasters, like home fires. Through the generosity of those donating more than **182,000** units of essential blood for accident and burn victims, heart surgery and organ transplant patients, and those receiving treatment for leukemia, cancer or sickle cell disease. Or by supporting service members and veterans an average of **nine times a day**, along with their families and caregivers through the unique challenges of military life. And by helping to save the lives of others with first aid, CPR and other skills; or delivering international humanitarian aid.

Their work to prevent and alleviate human suffering is vital to strengthening our community's resilience. We dedicate this month of March to all those who continue to advance the noble legacy of American Red Cross founder Clara Barton, who lived by her words, "You must never think of anything except the need, and how to meet it." We ask others to join in this commitment to give back in our community.

NOW, THEREFORE, I, Mayor Bryan Cutchen, of Oakridge, by virtue of the authority vested in me by the laws of the City of Oakridge, Lane County, and the State of Oregon, do hereby proclaim March 2023 as Red Cross Month. I encourage all citizens of Oakridge to reach out and support its humanitarian mission.

IN WITNESS WHEREOF, I have hereunto set my hand this 2nd day of March, in the year of our Lord two thousand twenty-three, and of the Oakridge, Lane County, Oregon.

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**Bryan Cutchen**  
**Mayor, City of Oakridge**

## Business of the City Council

City of Oakridge, Oregon

February 16, 2023

**Agenda Title:** Removal of Planning  
Commissioner Reed for nonperformance

**Proposed Council Action:** A Motion from  
the floor.

**Agenda Item No:** 9.6

**Exhibit:**

**Agenda Bill Author:** Rick Zylstra

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**ISSUE:** Planning Commissioner Jeff Reed has been absent for every meeting since I have been hired as the Community Development Director. I am requesting council vacate his seat on the planning commission based on nonperformance of duty. Mr. Reed has been part of 20 plus emails regarding Planning Commission meetings and sharing of information. I have sent him two text messages, and an email informing him I would be making this request to Council at this meeting. I have not once heard back from him on anything.

TITLE III: ADMINISTRATION of the City of Oakridge Code of Ordinance, CHAPTER 32:  
COMMISSIONS AND COMMITTEES

§ 32.03 TERMS OF OFFICE; VACANCIES.

(B) A member of the Commission may be removed by the City Council, after hearing, for  
misconduct or nonperformance of duty.

**STAFF RECOMMENDATION:** Remove Commissioner Reed from the Planning Commission for  
nonperformance of duty.

**RECOMMENDED MOTION:** *"I move we remove Commissioner Reed from the Planning  
Commission for nonperformance of duty."*

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## Business of the City Council

City of Oakridge, Oregon

February 16, 2023

**Agenda Title:** Summary of City  
Administrator Performance Evaluation

**Agenda Item No:** 9.7

**Exhibit:**

**Proposed Council Action:** Accept or reject  
the CA's performance review

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**ISSUE:** On 12/30/22, City Council met in Executive Session to review the City Administrator's job performance. Resolution 11-2020 requires that a summary of the evaluation be given by the Mayor in a public meeting to comply with state law. Since Mayor Cutchen was not involved in the evaluation process, he is unable to provide the summary. Instead, Councilor Coker will give the summary to Council during the meeting. After the summary is provided, Council should then vote to accept or reject the performance review.

**FISCAL IMPACT:** None

**OPTIONS:** Accept or reject the City Administrator's annual job performance evaluation

**RECOMMENDATION:** N/A

**RECOMMENDED MOTION:** *"I move to accept the City Administrator's Performance Review."*

**STRATEGIC THEMES/GOALS INVOLVED:**

Theme 2 (Responsive Government), Goal #1: *In an open and transparent manner, effectively deliver services that citizens need, want, and support.*

Theme 2 (Responsive Government), Goal #3: *Manage finances in a fiscally responsible manner ensuring long term financial stability.*

## Business of the City Council

City of Oakridge, Oregon

February 16, 2023

**Agenda Title:** Community Building rental discount request for Gospel Meetings

**Proposed Council Action:** A Motion from the floor.

**Agenda Item No: 9.8**

**Exhibits:** 1. Reservation Request Form  
2. Event Flyer

**Agenda Bill Author:** CA

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**ISSUE:** Jayme Martin has requested to rent the Greenwaters Park Community Building for three (3) "Gospel Meetings" on Fridays February 17, February 24, and March 3, from 6:30-7:30pm (6-8pm with set-up and take-down time). The events are free and open to the public. She has requested a "discount" since she would only be using the building for 6 total hours over 3 days. Her reservation request form and an event flyer are attached as Exhibits.

**FISCAL IMPACT:** The regular price to rent the building is \$80.00 per day (\$240.00 total). Staff recommends granting a 50% discount (\$120.00).

**OPTIONS:** Grant, deny, or modify the request

**STAFF RECOMMENDATION:** Grant a 50% discount

**RECOMMENDED MOTION:** *"I move to grant a 50% discount for the 3 Gospel Meetings at the Greenwaters Park Community Building."*

**STRATEGIC THEMES/GOALS INVOLVED:**

Theme 4 (Community Livability), Goal #1: *Work with community partners to provide recreation, education, and enrichment opportunities for citizens and youth.*

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# City of Oakridge

## Property Rental Application

Event: Gospel Meeting  Small event <99  Large event >100  
 Name: Jayne Martin Date(s) requested: Feb 17, 24 + March 3  
 Hours: 2-5 Open at: 5:45 or 6:00 pm  
 Contact address: 47713 Commercial St. Contact phone: 541-954-5711  
Oakridge, OR 97463

- | Facility:  | Rent:  |
|--|--------|
| <input type="checkbox"/> Greenwaters Picnic Shelter                | \$40   |
| <input checked="" type="checkbox"/> Greenwaters Community Building | \$80   |
| <input type="checkbox"/> Greenwaters Amphitheater                  | \$500  |
| <input type="checkbox"/> Greenwaters Whole Park                    | \$1000 |
| <input type="checkbox"/> WAC Classroom                             | \$25   |
| <input type="checkbox"/> WAC Gym                                   | \$100  |
| <input type="checkbox"/> WAC Senior Lounge                         | \$25   |
| <input type="checkbox"/> OFD Community Room                        | \$25   |
| <input type="checkbox"/> Old Public Works Bldg                     | \$200  |
| <input type="checkbox"/> Osprey Park                               | \$100  |
| <input type="checkbox"/> Salmon Creek Park                         | \$100  |
| <input type="checkbox"/> Diamond View Park                         | \$100  |
| <input type="checkbox"/> OIP Park                                  | \$300  |
| <input type="checkbox"/> OIP Overflow Parking                      | \$200  |

Total Fees: \_\_\_\_\_

### Requires Council Approval

Street closure location:  
 Alcohol permit: \_\_\_ Yes  No  
 Noise permit: N/A  
 Nature of noise: n/a  
 Estimated distance noise will be plainly audible: n/a  
 Is a variance required: \_\_\_ Yes  No  
 Variance subject to event rules (see reverse)  
 Attach a list of all residences/businesses within 500 feet

Applicant signature: Jayne Martin  
 Approval signature: \_\_\_\_\_

Date: 2/9/23  
 Date: \_\_\_\_\_

OFFICE USE ONLY	
Date paid:	_____
Amount paid:	_____

### ALL EVENTS

1. You will be civilly liable for any damage or injuries that occur during, or are attributed to you or your event.
2. You will be responsible for the cleanup of the facility and for any required repairs attributed to your event.
3. The event, including clean up, must concluded by 10:00 pm or at the time approved by City Council on the application to be compliant with City ordinance.
4. The noise levels at your event cannot consistently exceed 80 decibels at the distance of 500 feet from the amplified source of the noise as measured by the Oakridge Police Department.
5. If good order is not maintained at your event, the event may be shut down by the Oakridge Police Department for violation of your facilities permit and City ordinance.
6. Events must comply with all city ordinances; failure to comply with any ordinance may result in immediate termination of your event by the Oakridge Police Department.
7. All fees must be paid prior to event.
8. The Council reserves the right not to grant or approve facility permits to your group in the future.

### Groups Over 100

In addition to the above rules, the following apply to all groups over 100 people. You must attach appropriate documentation (items 8-12) at the time of application in order for it to be approved.

8. Provide a list of all businesses and residents that are located within 500 feet of the event. This must include addresses and phone numbers. Each business or resident listed must be contacted with information about the event not more than 21 days, nor less than 14 days prior to the event. The information must include contact number for further information or complaints.
9. You must provide Department of Public Safety Standards & Training (DPSST) trained security personnel during your event. One DPSST trained end easily identified person for events of 1-100 participants with a minimum two personnel on duty at all times. One additional DPSST security person is required for each additional 100 people.
10. You must submit a Medical/Safety plan for your event. Med/Safety stations must be identified during the event for events of over 200 people. Contact the Police Chief and Fire Chief for approval of plans prior to submitting. Plans must include contact information in case of emergency. You will be held financially responsible for any and all expense incurred by the City of Oakridge for medical or safety services above what you provide.
11. If admission is charged, you must reserve the entire facility for the duration of the event.
12. An insurance policy for 1 million dollars will be secured for the event with the City named as an additional insured.

I agree to abide by the above conditions and any other stipulations the City may deem necessary.

Signature: Jayme Mott Date: 2/9/23

Failure to abide by the above conditions may result in sanctions including, but not limited to refusal to rent facilities, fees being due at time of reservation and inability to secure an alcohol permit.

Sanctions may be appealed to the City Council.

Join us for

# Gospel Meeting

\*Reverent\*

\*Free of Obligation\*

\*All Are Welcome\*

\*Se Habla Español\*

Fridays

February 17, 24 and March 3

6:30pm - 7:30pm

Greenwaters Community  
Building

## Business of the City Council

City of Oakridge, Oregon

February 16, 2023

**Agenda Title:** Fire Station Readerboard Replacement

**Agenda Item No:** 9.9

**Exhibit:** ES&A bid proposal #35638

**Proposed Council Action:** A motion from the floor to approve

**Authors:** Sarah Altemus-Pope (edited by CA)

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### ISSUE:

The City owned readerboard located at the Oakridge Fire Station needs replacement. The current readerboard has very old technology that is difficult to update. Currently, the readerboard can only be updated from 1 laptop that manually connects to the readerboard.

South Willamette Solutions (“SWS”), a partner nonprofit that manages Oakridge Air, has worked with the City Administrator and Lane Regional Air Protection Agency (LRAPA) to secure funding to upgrade readerboards for both the City and the Oakridge School District (OSD). **100% funding has been secured for the City’s readerboard.** In exchange, the City will post relevant Air Quality Index information in partnership with Oakridge Air and LRAPA when asked.

Over the past two months Oakridge Air has helped the City and OSD to coordinate readerboard planning and project bidding. Four sign companies were contacted by phone and sent follow up emails requesting bids. Only one company, ES&A Sign & Awning Co., located in Eugene, visited Oakridge and met with the City Administrator and OSD Superintendent Reta Doland after responding with their bid proposal (see attached). ES&A provided a bid for two models of signs, both models support digital graphics and have remote management capabilities through an online application that uses 4G wireless communication. More information can be found on their website at <https://esasigns.com/> Meyer Sign Co, Rudnick Electric Signs, and another sign company (via phone) were the 3 other companies contacted who did not submit bids.

After an in-person demonstration and consulting with ES&A on the most cost-effective model, we recommend QUOTE #35638A for **\$37,279.00** to provide and install (2) two S/F **10MM** RGB LED message center displays and any related costs. This bid is the cheaper option of the two bids. **We must schedule and install the replacement readerboard by March 31, 2023** in order to be reimbursed \$18,000 from the Oregon Department of Environmental Quality Oakridge Community Response Plan Staffing and Implementation grant, which was awarded for part of the funding for this project. The remainder of the costs are reimbursable through an Environmental Protection Agency Targeted Assistance Grant already awarded to LRAPA for “advertising.” SWS Director Sarah Altemus-Pope will be at the City Council meeting to answer questions.



**FISCAL IMPACT:** None (all costs funded through grants)

**OPTIONS:** Approve or deny awarding the bid to ES&A Sign & Awning Company to replace the readerboard at the fire station.

**RECOMMENDATION:** Approve

**RECOMMENDED MOTION:** *“I move to award the bid to ES&A Sign & Awning Company to replace the readerboard at the fire station.”*



**STRATEGIC THEMES/GOALS INVOLVED:**

Theme 1 (Safe Community), Goal #1: Ensure a safe community by partnering to protect people, property and the environment.

Theme 2 (Responsive Government), Goal #1: In an open and transparent manner, effectively deliver services that citizens need, want, and support.

Theme 3 (Strong Economy), Goal #2: Sustainably develop and market the recreational tourism industry in a way that benefits local business and residents.

Theme 4 (Community Livability), Goal #1: Work with community partners to provide recreation, education, and enrichment opportunities for citizens and youth.



# PROPOSAL

## Proposal #: 35638

**Proposal Date:** 02/10/23  
**Customer #:** 11038  
**Page:** 1 of 5  
**Salesperson:** Jason Spear

SOLD TO:	JOB LOCATION:
OAKRIDGE FIRE DEPARTMENT ATTN: ACCOUNTS PAYABLE 47592 HIGHWAY 58 OAKRIDGE OR 97463	OAKRIDGE FIRE DEPARTMENT 47592 HIGHWAY 58 OAKRIDGE OR 97463

ES&A SIGN CORP. (HEREINAFTER CALLED THE "COMPANY") HEREBY PROPOSES TO FURNISH ALL THE MATERIALS AND PERFORM ALL THE LABOR NECESSARY FOR THE COMPLETION OF:

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #35638 Mobilization and survey costs.	\$700.00	\$700.00
1	QUOTE #35638A Provide and install (2) two S/F 10MM RGB LED message center displays as per specifications on ES&A design #35638A. - Remove and scrap existing LED displays. - Reuse existing power at sign location. - Open ends. - Poles and top cabinet to remain as is.	\$37,279.00	\$37,279.00
1	QUOTE #35638A1 Provide and install (2) two S/F 8MM RGB LED message center displays as per specifications on ES&A design #35638A1. - Remove and scrap existing LED displays. - Reuse existing power at sign location. - Open ends. - Poles and top cabinet to remain as is.	\$43,543.00	\$43,543.00
		<b>SUB TOTAL:</b>	<b>\$81,522.00</b>
		<b>ESTIMATED SALES TAXES:</b>	<b>\$301.63</b>

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE TO BE IN ACCORDANCE WITH THE DRAWINGS AND OR SPECIFICATIONS SUBMITTED FOR THE ABOVE WORK AND COMPLETED IN A WORKMANLIKE MANNER FOR THE SUM OF:

**TOTAL PROPOSAL AMOUNT: N/A**

Effective January 1, 2020, a .37% Corporate Activity Tax (CAT) will be calculated on the gross amount and added to all invoices, except on those entities exempt by law.

**TERMS: 50.0% DOWN, BALANCE DUE ON COMPLETION**

COMPANY INITIALS \_\_\_\_\_

ES&A Sign and Awning  
 89975 Prairie Rd Eugene, OR 97402  
 P 541-485-5546; F 541-485-5813

CUSTOMER INITIALS \_\_\_\_\_



# PROPOSAL

## Proposal #: 35638

**Proposal Date:** 02/10/23  
**Customer #:** 11038  
**Page:** 2 of 5  
**Salesperson:** Jason Spear

**THIS PRICE DOES NOT INCLUDE ELECTRICAL HOOKUP, PERMITS, ENGINEERING OR TAX UNLESS SPECIFICALLY STATED.**

NOTE: THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS. WORK WILL NOT BEGIN UNTIL DOWN PAYMENT AND WRITTEN ACCEPTANCE IS RECEIVED.

ANY ALTERATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS, WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE TO BE PAID BY THE PURCHASER.

### TERMS AND CONDITIONS

Payment terms: 50% down with order. Balance due upon delivery or installation. Work will not begin until down payment and written acceptance have been received. Permits are additional and are charged at cost with a \$350 procurement fee. Engineering, private locates, and special inspections are additional at cost plus 10%. Primary Electrical to display(s) and hook-up is not included. All signs will be manufactured for 120 Volts unless otherwise requested in writing. Dedicated circuit(s) must be provided with a continuous ground to panel. Voltage at sign must be within 117v to 123v or warranty will be void.

Sales tax is additional.

Face changes and modifications to existing signs: Unless specified in writing, repairs to ballasts, power supplies, LED's, transformers, neon, fluorescent lamps, lamp sockets, and all other lighting components are not included in price.

Not responsible for underground obstructions and damage to same.

Expiration: Due to fluctuations in fuel, energy, labor, and material costs, sale agreements may be withdrawn if not accepted within (60) sixty days.

1. **Agreement.** Seller agrees to sell, and Buyer agrees to purchase, an advertising display, sign, or awning (Display) in conformity with the terms of this agreement.
2. **Buyer's Duties.** Unless this agreement provides otherwise, Buyer shall, at Buyer's expense:
  - 2.1 Provide unobstructed access for personnel, vehicles and equipment directly adjacent to display location including attic, roof, and fascia.
  - 2.2 Prior to installation, supply unobstructed, dedicated electrical circuits within 5'-0" to the Display of an appropriate capacity in conformance with Federal, State, and local laws.
  - 2.3 Perform all necessary blocking, modifications and/or reinforcements to the building on which Display is to be installed.
  - 2.4 Identify location of, relocate or arrange for relocation, of all public and private underground utilities or overhead power lines as necessary to accommodate installation of Display, and/or to comply with laws and regulations of federal, state, or local municipal authorities.
  - 2.5 Acquire all necessary engineering, permits, performance bonds, and zoning variances.
  - 2.6 Provide necessary traffic control, barricades, parking, sidewalk, or other special use permits.
  - 2.7 Remove and store or dispose of any pre-existing display or architectural feature.
  - 2.8 Repair or restore exterior wall surfaces.
  - 2.9 Repair or replace landscaping damaged in the course of normal Display installation.
  - 2.10 Acquire all necessary permission to install the Display from the property owner where Display is to be installed.
  - 2.11 Maintain responsibility in the event that seller performs any of the Buyer's duties listed above.
3. **Seller's Duties.** The construction and installation of the Display shall be subject to delay caused by strikes, fires, acts of God, regulations or restriction of government or public authority, or other accident forces, conditions or circumstances beyond the control of Seller. Such circumstances shall suspend Seller's obligation to perform its duties under this agreement. Subject to those conditions, Seller shall, at Seller's expense:
  - 3.1 Design the Display in conformance with design specifications provided to Buyer. Seller reserves the right to modify any or all construction, fabrication or installation, provided it does not, per industry standards, significantly affect the quality, aesthetics, or structural integrity of the product, or increase the price to Buyer.
  - 3.2 Deliver the Display to a common carrier, if this agreement so provides.
  - 3.3 Install the Display, if this agreement so provides, in conformity with installation specifications provided to Buyer.
  - 3.4 Investigate in good faith any claims by Buyer under the Limited Warranty provided by this agreement.
4. **Purchase Price.** The purchase price listed in this agreement is subject to the following terms:
  - 4.1 **Late Charge.** Account balances more than 30 days past due shall be assessed an additional charge of 1.50 percent of the outstanding balance per month.
  - 4.2 **Additional Charges.** The purchase price listed in this agreement is negotiated based upon an assumption of the absence of unusual and/or unanticipated conditions. Buyer agrees to pay additional charges at Seller's prevailing rates for unanticipated work occasioned by any of the following:

COMPANY INITIALS \_\_\_\_\_

ES&A Sign and Awning  
89975 Prairie Rd Eugene, OR 97402  
P 541-485-5546; F 541-485-5813

CUSTOMER INITIALS \_\_\_\_\_



# PROPOSAL

## Proposal #: 35638

**Proposal Date:** 02/10/23  
**Customer #:** 11038  
**Page:** 3 of 5  
**Salesperson:** Jason Spear

- 4.2.1 Davis-Bacon Act, prevailing wage, overtime, and/or after-hours installations.
  - 4.2.2 Buyer’s provision of inaccurate information affecting Display design or installation.
  - 4.2.3 Separation of a multiple sign order into individual orders no longer being manufactured concurrently.
  - 4.2.4 Additional trips to/from jobsite beyond original allocation resulting from Buyer’s request and/or non-performance, or any third party’s request and/or non-performance.
  - 4.2.5 Buyer’s request for a change in Display design requiring: (a) nonstandard materials, production methods, colors, or finishes; or (b) alteration of completed design.
  - 4.2.6 Alteration of Display design to accommodate engineering, permits, soil conditions, architectural elements, or building conditions.
  - 4.2.7 Repairs to pre-existing illumination including but not limited to ballasts, fluorescent lamps, lamp holders, neon transformers, neon tubing, electrical insulators, and wiring.
  - 4.2.8 Unusual composition of soil or concealment in soil of obstructions.
  - 4.2.9 Unanticipated obstructions within building structure.
  - 4.2.10 Material restriction of access to the Display site.
  - 4.2.11 Storage of items completed by Seller but delayed at Buyer’s request, by Buyer’s non-performance, or by any third party’s non-performance.
  - 4.2.12 Failure of Buyer to fulfill any of its duties under this agreement.
- 4.3 Independent Covenant. Buyer agrees that its duty to pay the purchase price is independent of Seller’s duties under this agreement.
5. Payment Terms.
- 5.1 Upon seller’s receipt of original signed purchase agreement, Buyer shall pay Seller a 50% down payment.
  - 5.2 Balance due upon delivery or installation.
  - 5.3 Additional charges will be invoiced separately and shall be due upon receipt.
6. Time is of the Essence.
- 6.1 Seller may withdraw purchase agreement if not accepted by Buyer within (60) sixty days of original bid date or if manufacturing has not commenced within (270) two hundred seventy days of original bid date. Seller, at its discretion, may update the purchase price in lieu of withdrawal.
  - 6.2 Work shall not commence until Seller has received original signed purchase agreement, down payment, and approved design from Buyer.
  - 6.3 Work shall be subject to delay until Seller receives all of the following applicable items from Buyer:
    - 6.3.1 Landlord approval
    - 6.3.2 Structural engineering calculations
    - 6.3.3 Permits
    - 6.3.4 Paint colors
    - 6.3.5 Graphic colors
    - 6.3.6 Ready-to-use vectorized electronic artwork
7. Warranty.
- 7.1 Limited Warranty; Disclaimer. Contingent on timely payment of the purchase price and subject to the exceptions and modifications listed in paragraphs 7.2 and 7.3, Seller shall, at its expense, make all repairs, replacements, or corrections of Display, at Seller’s option, made necessary by reason of faulty workmanship or material and that appear within one year of Display’s delivery. To exercise its rights under this limited warranty, Buyer must provide written notice of the defect to Seller within 30 days of discovery of the defect. Repair or replacement shall constitute Buyer’s sole remedy, and in no event shall Seller be liable for incidental or consequential damages of any kind, including but not limited to personal injury, property loss, or lost profits. There are no warranties other than those stated in this agreement. SELLER EXPRESSLY DISCLAIMS THE IMPLIED WARRANTY OF MERCHANTABILITY AND WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.
  - 7.2 Lamps, Ballasts and Transformers. Seller’s warranty as to labor involved in installing lamps, ballasts, and transformers, is limited to 1 year from installation. In all other respects, Seller’s warranty is identical to the limited warranty listed in paragraph 7.1.
  - 7.3 Exclusions. Seller’s warranty excludes damages caused by normal wear and tear, unusual weather, acts of vandalism, neglect, or other abuse.
8. Shipping.
- 8.1 Risk of Loss. Unless otherwise agreed, delivery is FOB Seller’s place of business. If damage occurs en route, Buyer agrees that it will pursue redress only through the carrier or carriers charged with delivery.
  - 8.2 Costs. Unless otherwise agreed, Buyer will pay any shipping charges directly to the carrier charged with delivery.
  - 8.3 Timing of Delivery. Although Seller will make a good-faith effort to adhere to delivery schedules, Seller will not be responsible for delays caused by any circumstances beyond its control.
9. Buyer’s Default. In the event of a default by Buyer in the payment of any of the amounts due under this agreement:
- 9.1 Acceleration. The entire unpaid balance of the purchase price shall immediately be and become due and payable.
  - 9.2 Collection of Amounts Owed. Buyer agrees to pay interest at the rate of 18 percent per annum on any amounts due plus reasonable attorney’s fees. Seller may recover those amounts by any or all of the following means:

COMPANY INITIALS \_\_\_\_\_

ES&A Sign and Awning  
89975 Prairie Rd Eugene, OR 97402  
P 541-485-5546; F 541-485-5813

CUSTOMER INITIALS \_\_\_\_\_



# PROPOSAL

## Proposal #: 35638

**Proposal Date:** 02/10/23  
**Customer #:** 11038  
**Page:** 4 of 5  
**Salesperson:** Jason Spear

- 9.2.1 **Removal and Resale.** By entering upon the premises where the Display has been installed and removing and reselling the Display with or without notice and without liability on notice to Buyer.
- 9.2.2 **Action for Collection.** By bringing suit for the balance due under this contact.
- 9.2.3 **Other Action.** By exercising any other right allowed by law.

- 10. **Intellectual Property.** All designs, specifications, and artwork created by Seller shall remain property of Seller.
- 11. **Force Majeure.** Seller shall not be liable for any failure or delay in performance under this agreement to the extent that the failures or delays are proximately caused by forces beyond Seller's reasonable control and occurring without its fault, including, without limitation, natural disasters, war, imposition of government restrictions, and failure of suppliers, subcontractors, and carriers.
- 12. **Authority.** The individuals executing this agreement represent and warrant that they are authorized to do so, and that the execution of this agreement is the lawful and voluntary act of each of the parties.
- 13. **Restriction on Assignment.** This agreement shall not be assigned by Buyer without the written consent of Seller. Consent by Seller to one (1) assignment shall not constitute consent to other assignments, nor shall it be construed to be a waiver of this paragraph.
- 14. **Notice.** All notices required by this agreement shall be in writing addressed to the party to whom the notice is directed at the address of that party set forth below the signatures on this agreement and shall be deemed to have been given for all purposes upon receipt when personally delivered; one day after being sent, when sent by recognized overnight courier service; two days after deposit in United States mail, postage prepaid, registered or certified mail; or on the date transmitted by telegraph or facsimile. Any party may designate a different mailing address or a different person for all future notices by notice given in accordance with this paragraph.
- 15. **Attorney Fees.** In any proceeding to enforce or interpret this agreement, the prevailing party shall be entitled to recover from the losing party reasonable attorney fees, costs, and expenses incurred by the prevailing party before and at any trial, arbitration, bankruptcy, or other proceeding, and in any appeal or review.
- 16. **Modification.** No modification of this agreement shall be valid unless it is in writing and is signed by all of the parties.
- 17. **Integration.** This agreement is the entire agreement of the parties. There are no promises, terms conditions, or obligations other than those contained in this agreement. This agreement shall supersede all prior communications, representations, and agreements, oral or written, of the parties.
- 18. **Interpretation.** The paragraph headings are the convenience of the reader only and are not intended to act as a limitation on the scope or meaning of the paragraphs themselves. This agreement shall not be construed against the drafting party.
- 19. **Severability.** The invalidity of any term or provision of this agreement shall not affect the validity of any other provision.
- 20. **Waiver.** Waiver by any party of strict performance of any provision of this agreement shall not be a waiver of or prejudice any party's right to require strict performance of the same provision in the future or of any other provision.
- 21. **Binding Effect.** Subject to restrictions in this agreement upon assignment, if any, this agreement shall be binding on and inure to the benefit of the heirs, legal representatives, successors, and assigns of the parties.
- 22. **Venue and Personal Jurisdiction.** Should any action be filed to enforce this agreement, it is agreed that venue of such action shall lie in any court in Lane County, Oregon, having jurisdiction of the subject matter, and that the parties are subject to personal jurisdiction in Lane County, Oregon. Each party waives all right to challenge venue or personal jurisdiction in any action filed in Lane County, Oregon.

THIS PROPOSAL DOES NOT BECOME EFFECTIVE UNTIL SIGNED AND DATED BY THE COMPANY; ONCE SIGNED THIS PROPOSAL WILL EXPIRE AFTER 60 DAYS.

THE ABOVE PRICES, SPECIFICATIONS, AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SALESPERSON: \_\_\_\_\_

DATE: \_\_\_\_\_

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CUSTOMER INITIALS \_\_\_\_\_



# PROPOSAL

## Proposal #: 35638

**Proposal Date:** 02/10/23  
**Customer #:** 11038  
**Page:** 5 of 5  
**Salesperson:** Jason Spear

ACCEPTED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

COMPANY INITIALS \_\_\_\_\_

ES&A Sign and Awning  
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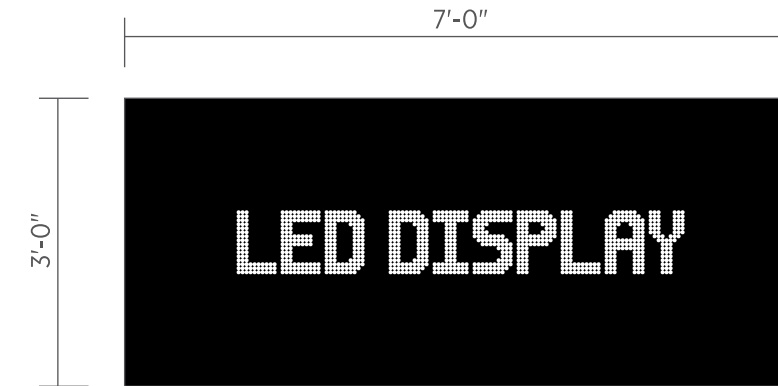
CUSTOMER INITIALS \_\_\_\_\_

Photo Inlay



Layout

Scale: 1/2"=1'-0"



Specifications

**Install (2) LED Displays**

Provide & install (2) S/F LED message centers to existing pole sign.

Remove & scrap existing LED displays.

Install new Watchfire 8mm RGB 3'x7' LED displays.

© 2023 Copyright ES&A Sign Corp.

**CAUTION:** The design concept, ideas & specifications contained herein are the intellectual property of ES&A Sign Corp. for a project that has been custom designed, planned, & submitted for your approval. No element of the design concept shall be copied, disclosed, or provided in any form to any other person or entity without the express written permission of ES&A Sign Corp. By accepting this submission, you further agree that no element of the design will be implemented by any other person or entity other than ES&A Sign Corp. without the express written permission of ES&A Sign Corp. In the event design elements or concept drawings are disclosed to any other person or entity, ES&A Sign Corp. may pursue any legal remedies including, but not limited to, court action, in which the prevailing party shall be entitled to attorney fees & costs.

Graphic presentation only. Please see your representative for actual color & material samples.  
Various printers & monitors will interpret colors in different tones & shades.

Revisions:

**Client Approval:**  
Includes Colors, Spelling, Artwork

Please Initial: Please Date:

**Drawing Number:** 35638A1

**Date of Drawing:** 2.10.23

Sales:	Design:	Page No:
JS	BL	1 of 1

**Presentation For:**  
Oakridge Fire Dept.  
47592 HWY 58  
Oakridge, OR 97463

89975 Prairie Rd.  
Eugene, OR 97402

P | 541.485.5546

esasigns.com



## Business of the City Council

City of Oakridge, Oregon

February 16, 2023

**Agenda Title:** City Attorney response regarding City Recorder issue

**Proposed Council Action:** A Motion from the floor

**Agenda Item No:** 10.2

**Exhibit:** City Attorney Memo

**Agenda Bill Author:** CA

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**ISSUE:** Councilors have been emailed a Memo from our City Attorney regarding interpreting the City Charter regarding the City Recorder issue. He has determined (and I agree with his legal analysis) that the City Recorder is indeed an “Officer” under both the City Charter and the Council Rules. He also opined that “all orders of the treasury” does not mean that the City Recorder has to sign all checks/expenditures. See the City Attorney’s Memo for more details.

This leaves Council with 2 options:

1. Directly appoint Jackie Taylor as the City Recorder.
2. Delegate the Council’s power to appoint the City Recorder to the City Administrator.

Once appointed, the new City Recorder shall take and sign the Oath of Office.

**STAFF RECOMMENDATION:** Option 2, since it is more in-line with past precedent.

**RECOMMENDED MOTION:** *“I move to appoint Jackie Taylor as the City Recorder” (Option 1)*

**or**

*“I move to delegate the City Council’s power to appoint the City Recorder to the City Administrator” (Option 2)*

---





City of Oakridge  
Lane County, Oregon

## Oath of Office

2/16/2023

I, **Jackie Taylor**, do solemnly swear or affirm that I will support the Constitution and laws of the United States and the State of Oregon, and of the Oakridge City Charter, ordinances, and Council Rules of Procedure for the City of Oakridge, and that I will faithfully and honorably perform the duties of the office of **City Recorder**.

---

**City Recorder Jackie Taylor**

## Business of the City Council

City of Oakridge, Oregon

February 16, 2023

**Agenda Title:** Budget Calendar

**Agenda Item No:** 10.3

**Proposed Council Action:** Motion from the floor to approve

**Exhibits:** Budget Calendar (attached)

**Authors:** CA & Finance Director

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**ISSUE:** As required by law, we must establish a budget calendar prior to starting the process of adopting the City's Annual Budget. Attached is a proposed Budget Calendar for FY 23-24.

**FISCAL IMPACT:** Unknown

**OPTIONS:** Approve, deny, or modify the proposed Budget Calendar

**RECOMMENDATION:** Approve

**RECOMMENDED MOTION:** *"I move that we approve and adopt the FY 23-24 Budget Calendar"*

# Proposed FY 23-24 Budget Calendar

**Thursday January 5<sup>th</sup>** – Appointment of Budget Officer (CA) – *already done.*

**Sunday February 26<sup>th</sup> at 5pm** – Optional online Budget Training from League of Oregon Cities for Council, staff, and Budget Committee members at City Hall.

**Thursday March 2<sup>nd</sup> and Thursday March 16<sup>th</sup> at 6pm (City Council Meeting)** – Attempt to fill open Budget Committee seats. The Budget Committee consists of the 7 members of City Council (including the Mayor) and 7 citizens. There are currently **at least 2 open citizen seats** (it is unknown if all the current committee members will be returning).

**Friday March 24** – Department Draft Budgets due to the CA and Finance Director

**Thursday April 6<sup>th</sup>** - Budget Officer (CA) submits the Proposed Budget to the Budget Committee and posts it on the City’s website for review. Printed copies will be made available to the public upon request at City Hall for a small fee.

**Tuesday April 11<sup>th</sup> at 6pm** - Budget Committee Meeting #1 - meets to review the Proposed Budget and hear public comments. The Budget Message is also provided to the Committee during this 1<sup>st</sup> meeting. Notices made prior as per ORS.

**Monday April 17<sup>th</sup> at 6pm** - Budget Committee Meeting #2.

**Wednesday April 26<sup>th</sup> at 6pm** - Budget Committee Meeting #3.

**Wednesday May 3<sup>rd</sup> at 6pm** - Budget Committee Meeting #4.

**Tuesday May 9<sup>th</sup> at 6pm** - Budget Committee Meeting #5.

**Monday May 15<sup>th</sup> at 6pm** - Budget Committee Meeting #6.

**Wednesday May 24<sup>th</sup> at 6pm** - Budget Committee Meeting #7.

*\*Budget Committee will approve the budget and specify the rates of each ad valorem tax levy during one of the above meetings. More/less meetings may be needed.*

**Thursday June 1<sup>st</sup> at 6pm – City Council Budget Hearing** - Citizens allowed to comment on the published and Approved Budget during this public hearing. Notices made prior as per ORS.

**Thursday June 15<sup>th</sup> at 6pm - Budget adopted by City Council.** A Resolution will be made to formally adopt the budget along with ordinances/resolutions required for the fiscal year 2024.

**Saturday July 1<sup>st</sup>** – Approved Budget becomes effective.

**City of Oakridge**  
**Statement of Revenue and Expenditures**

Revised Budget  
For GENERAL FUND (100)  
For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Beginning Fund Balances Revenues</b>					
100-00-500001 Beginning Fund Balance	\$ 25,333.33	\$ 0.00	\$ 304,000.00	\$ 0.00	100.00%
<b>Total Beginning Fund Balances Revenues</b>	<b>25,333.33</b>	<b>0.00</b>	<b>304,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Property Taxes Revenues</b>					
100-00-503400 Property Tax Revenues - Prior Levie	833.33	0.00	10,000.00	0.00	100.00%
100-00-599100 Property Tax Revenues - Current Le	105,004.00	0.00	1,260,048.00	1,191,496.15	5.44%
<b>Total Property Taxes Revenues</b>	<b>105,837.33</b>	<b>0.00</b>	<b>1,270,048.00</b>	<b>1,191,496.15</b>	<b>6.18%</b>
<b>Franchise Fees Revenues</b>					
100-00-504005 Franchise Fees	17,500.00	75,372.63	210,000.00	195,478.74	6.91%
<b>Total Franchise Fees Revenues</b>	<b>17,500.00</b>	<b>75,372.63</b>	<b>210,000.00</b>	<b>195,478.74</b>	<b>6.91%</b>
<b>Licenses, Permits, Misc. Taxes Revenues</b>					
100-00-503100 State Liquor Tax	4,666.67	0.00	56,000.00	36,994.01	33.94%
100-00-503150 State Marijuana Tax	1,666.67	0.00	20,000.00	0.00	100.00%
100-00-503250 ORD 924 Tax	416.67	0.00	5,000.00	0.00	100.00%
100-00-503300 Cigarette Tax	250.00	0.00	3,000.00	2,053.32	31.56%
100-00-503450 Heavy Eqp Rental Tax	0.00	0.00	0.00	372.99	0.00%
100-00-503500 Transient Room Tax	2,833.33	0.00	34,000.00	15,157.46	55.42%
100-00-504000 Telecommunications License Fee	1,250.00	133.30	15,000.00	14,118.30	5.88%
100-00-504100 Licenses & Permits Fees	5,416.67	9,343.71	65,000.00	47,007.47	27.68%
<b>Total Licenses, Permits, Misc. Taxes Revenues</b>	<b>16,500.00</b>	<b>9,477.01</b>	<b>198,000.00</b>	<b>115,703.55</b>	<b>41.56%</b>
<b>Intergovernmental Revenues Revenues</b>					
100-00-502400 Westfir Police Services Contract	4,583.33	0.00	55,000.00	29,206.50	46.90%
100-00-507000 State Revenue Sharing	2,916.67	0.00	35,000.00	19,975.99	42.93%
100-00-507100 LRAPA Code Enforcement	4,833.00	0.00	57,996.00	53,166.85	8.33%
100-00-508500 Lowell Police Serv. Contract	2,740.75	2,673.99	32,889.00	22,966.92	30.17%
100-00-515300 RTMP Funds	1,583.33	0.00	19,000.00	19,207.00	(1.09)%
<b>Total Intergovernmental Revenues Revenues</b>	<b>16,657.08</b>	<b>2,673.99</b>	<b>199,885.00</b>	<b>144,523.26</b>	<b>27.70%</b>
<b>Planning Fees and Reimbursements Revenues</b>					
100-00-501500 Planning	166.67	0.00	2,000.00	620.00	69.00%
<b>Total Planning Fees and Reimbursements Revenu</b>	<b>166.67</b>	<b>0.00</b>	<b>2,000.00</b>	<b>620.00</b>	<b>69.00%</b>
<b>Fines &amp; Forfeitures Revenues</b>					
100-00-500500 Fines & Foreitures	3,750.00	1,558.00	45,000.00	24,285.85	46.03%
100-00-508600 Lowell Muni Court Fines	83.33	0.00	1,000.00	0.00	100.00%
<b>Total Fines &amp; Forfeitures Revenues</b>	<b>3,833.33</b>	<b>1,558.00</b>	<b>46,000.00</b>	<b>24,285.85</b>	<b>47.20%</b>
<b>Interest Revenues</b>					
100-00-500200 Interest	83.33	0.00	1,000.00	0.00	100.00%
100-00-500205 Interest on Property Taxes	133.33	0.00	1,600.00	958.58	40.09%
<b>Total Interest Revenues</b>	<b>216.67</b>	<b>0.00</b>	<b>2,600.00</b>	<b>958.58</b>	<b>63.13%</b>

**City of Oakridge**  
**Statement of Revenue and Expenditures**

Revised Budget  
 For GENERAL FUND (100)  
 For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Grants &amp; Donations Revenues</b>					
100-00-500300 Dividends	0.00	0.00	0.00	6,895.00	0.00%
100-00-502863 American Rescue Plan Grant	0.00	0.00	374,000.00	11,100.00	97.03%
100-00-506000 Library Donations & Sales	125.00	0.00	1,500.00	944.36	37.04%
100-00-506500 Library SRP-Cards 4 Kids	83.33	0.00	1,000.00	1,000.00	0.00%
100-00-511102 Banner Bank Fundraiser	0.00	0.00	0.00	2,878.00	0.00%
100-00-513700 Parks Grants/Donations	16.67	0.00	200.00	674.26	(237.13%)
100-00-599800 Parks Revenues/Donations	333.33	0.00	4,000.00	0.00	100.00%
100-16-505510 Misc Library Grants	0.00	0.00	0.00	3,000.00	0.00%
<b>Total Grants &amp; Donations Revenues</b>	<b>558.33</b>	<b>0.00</b>	<b>380,700.00</b>	<b>26,491.62</b>	<b>93.04%</b>
<b>Rentals and Leases Revenues</b>					
100-00-599700 Dead Mountain Tower Rent	583.33	600.00	7,000.00	7,500.00	(7.14%)
<b>Total Rentals and Leases Revenues</b>	<b>583.33</b>	<b>600.00</b>	<b>7,000.00</b>	<b>7,500.00</b>	<b>(7.14%)</b>
<b>Miscellaneous Revenues</b>					
100-00-502000 Fall Fun Night	208.33	0.00	2,500.00	0.00	100.00%
100-00-505500 Library Revenue	108.33	0.00	1,300.00	645.61	50.34%
100-00-599900 Miscellaneous Income	250.00	1,522.84	3,000.00	30,326.83	(910.89%)
100-00-599920 Misc Police Revenue	166.67	452.44	2,000.00	1,159.64	42.02%
<b>Total Miscellaneous Revenues</b>	<b>733.33</b>	<b>1,975.28</b>	<b>8,800.00</b>	<b>32,132.08</b>	<b>(265.14%)</b>
<b>Charges for Services Revenues</b>					
100-00-504010 Imposed Public Safety Fee	0.00	28,754.00	0.00	231,968.00	0.00%
100-00-520100 Administrative Overhead	47,841.92	0.00	574,103.00	0.00	100.00%
<b>Total Charges for Services Revenues</b>	<b>47,841.92</b>	<b>28,754.00</b>	<b>574,103.00</b>	<b>231,968.00</b>	<b>59.59%</b>
<b>Total GENERAL FUND Revenues</b>	<b>\$ 235,761.33</b>	<b>\$ 120,410.91</b>	<b>\$ 3,203,136.00</b>	<b>\$ 1,971,157.83</b>	<b>38.46%</b>

**Expenditures**

**Personal Services Expenditures**

100-11-400000 Draw	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,000.00	0.00%
100-11-400001 Health Insurance	5,395.75	0.00	64,749.00	38,078.79	41.19%
100-11-400002 PERS	7,769.25	0.00	93,231.00	41,786.75	55.18%
100-11-400003 Workers Compensation	150.00	0.00	1,800.00	88.31	95.09%
100-11-400004 Payroll Taxes	1,879.75	0.00	22,557.00	13,168.23	41.62%
100-11-400005 Overtime	166.67	0.00	2,000.00	3,209.96	(60.50%)
100-11-400011 City Administrator	7,114.00	0.00	85,368.00	41,763.47	51.08%
100-11-400013 Finance Director/City Recorder	6,304.00	0.00	75,648.00	45,944.51	39.27%
100-11-400015 LIB/AP/UB	4,143.33	0.00	49,720.00	31,948.77	35.74%
100-11-400046 Assistant Planner	4,372.17	0.00	52,466.00	48,049.04	8.42%
100-11-400049 Comm Svc's/Asst to Admin	0.00	0.00	0.00	338.19	0.00%
100-11-400081 VEBA Contributions	750.00	0.00	9,000.00	0.00	100.00%
100-11-400082 Life/LTD Insurance	41.67	0.00	500.00	55.95	88.81%
100-13-400001 Health Insurance	13,129.17	0.00	157,550.00	15,946.62	89.88%
100-13-400002 PERS	11,700.00	0.00	140,400.00	59,821.23	57.39%
100-13-400003 Workers Compensation	1,041.67	0.00	12,500.00	1,000.24	92.00%

**City of Oakridge**  
**Statement of Revenue and Expenditures**

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100-13-400004 Payroll Taxes	2,975.00	0.00	35,700.00	18,168.14	49.11%
100-13-400005 Overtime	4,000.00	0.00	48,000.00	23,007.92	52.07%
100-13-400006 Standby	1,000.00	0.00	12,000.00	8,955.80	25.37%
100-13-400016 Employee Allowance	30.00	0.00	360.00	0.00	100.00%
100-13-400020 Police Chief	7,615.42	0.00	91,385.00	67,831.00	25.77%
100-13-400023 Patrol Wages	13,550.00	0.00	162,600.00	82,563.93	49.22%
100-13-400024 Dispatchers	6,337.00	0.00	76,044.00	0.00	100.00%
100-13-400025 Communications Sergeant	5,610.58	0.00	67,327.00	42,051.82	37.54%
100-13-400026 Deputy Chief	0.00	0.00	0.00	25,902.06	0.00%
100-13-400081 VEBA Contributions	1,125.00	0.00	13,500.00	0.00	100.00%
100-13-400082 Life/LTD Insurance	41.67	0.00	500.00	81.52	83.70%
100-16-400003 Workers Compensation	8.33	0.00	100.00	0.00	100.00%
100-16-400004 Payroll Taxes	66.67	0.00	800.00	507.72	36.54%
100-16-400048 Library Coordinator	854.17	0.00	10,250.00	6,458.54	36.99%
100-17-400012 Public Works Personnel Services	1,691.67	0.00	20,300.00	0.00	100.00%
100-18-400022 Bldg. Manager	83.33	0.00	1,000.00	0.00	100.00%
100-99-400001 Health Care Coverage	774.67	0.00	9,296.00	5,208.63	43.97%
100-99-400002 PERS	639.75	0.00	7,677.00	4,337.50	43.50%
100-99-400003 Workers Compensation	3.00	0.00	36.00	0.00	100.00%
100-99-400004 Payroll Taxes	154.83	0.00	1,858.00	972.82	47.64%
100-99-400019 Municipal Court Clerk	1,982.75	0.00	23,793.00	13,445.50	43.49%
100-99-400081 VEBA Contributions	93.75	0.00	1,125.00	0.00	100.00%
100-99-400082 Life/LTD Insurance	4.17	0.00	50.00	14.35	71.30%
<b>Total Personal Services Expenditures</b>	<b>112,599.17</b>	<b>0.00</b>	<b>1,351,190.00</b>	<b>649,707.31</b>	<b>51.92%</b>
<b>Materials &amp; Services Expenditures</b>					
100-00-400204 DEQ Smoke Management Grant Ex	0.00	0.00	0.00	34,247.50	0.00%
100-00-400220 RTMP Fund Projects	1,564.58	0.00	18,775.00	7,014.78	62.64%
100-00-400228 Transient Income Projects	2,500.00	5,920.96	30,000.00	15,136.53	49.54%
100-11-400078 ARPA Expenses	0.00	5,755.05	214,500.00	121,337.34	43.43%
100-11-400101 Materials/Supplies	1,250.00	1,980.38	15,000.00	12,234.17	18.44%
100-11-400104 Telephone	0.00	266.67	0.00	5,198.00	0.00%
100-11-400105 Banking/Financial Fees	166.67	0.00	2,000.00	5.14	99.74%
100-11-400106 Office Expenses/Equipment	0.00	952.54	0.00	1,550.94	0.00%
100-11-400107 Utilities	1,000.00	106.20	12,000.00	4,521.58	62.32%
100-11-400108 Insurance	12,500.00	0.00	150,000.00	126,443.68	15.70%
100-11-400110 Utilities	0.00	0.00	0.00	106.20	0.00%
100-11-400114 Advertising	66.67	0.00	800.00	437.00	45.38%
100-11-400115 Internet	0.00	169.95	0.00	847.20	0.00%
100-11-400117 Membership/Dues/Subscriptions	916.67	1,001.32	11,000.00	9,319.63	15.28%
100-11-400120 Travel/Training	166.67	138.73	2,000.00	262.48	86.88%
100-11-400122 Travel/Training City Council	83.33	0.00	1,000.00	40.00	96.00%
100-11-400130 Professional Services Non Legal	1,000.00	0.00	12,000.00	2,901.42	75.82%
100-11-400132 Accounting/Audit Services	2,916.67	0.00	35,000.00	0.00	100.00%
100-11-400133 Professional Services/Legal Fees	1,750.00	385.00	21,000.00	3,503.90	83.31%
100-11-400150 Awards/Recognitions	20.83	270.00	250.00	1,325.00	(430.00%)
100-11-400152 Election Expense	250.00	0.00	3,000.00	2,417.14	19.43%
100-11-400154 City Administrator Expense	41.67	0.00	500.00	0.00	100.00%
100-11-400156 Computer Equip/Supplies/Support	833.33	532.98	10,000.00	4,893.76	51.06%

**City of Oakridge**

**Statement of Revenue and Expenditures**

Revised Budget

For GENERAL FUND (100)

For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
100-11-400158	Misc.Expense/New Equipment	625.00	0.00	7,500.00	2,445.56	67.39%
100-11-400166	Bldg. Maintenance	416.67	213.09	5,000.00	2,134.19	57.32%
100-11-400222	Community Projects	0.00	0.00	0.00	10,000.00	0.00%
100-11-400242	Special Mobility Services	1,000.00	3,000.00	12,000.00	9,000.00	25.00%
100-11-401052	Radios Debt Service	0.00	0.00	0.00	1,665.96	0.00%
100-12-400130	Professional Services Misc.	4,166.67	0.00	50,000.00	21,078.86	57.84%
100-12-400138	Planning Services	125.00	0.00	1,500.00	288.00	80.80%
100-12-400140	Administrative Overhead	2,739.83	0.00	32,878.00	0.00	100.00%
100-12-400156	Computer Support IT	0.00	0.00	0.00	74.99	0.00%
100-13-400029	Reserve Officers	250.00	0.00	3,000.00	67.70	97.74%
100-13-400078	ARPA Expenses	0.00	0.00	0.00	15,594.58	0.00%
100-13-400101	Materials/Supplies	833.33	418.72	10,000.00	4,439.56	55.60%
100-13-400104	Telephone	0.00	261.07	0.00	4,894.92	0.00%
100-13-400107	Utilities	500.00	0.00	6,000.00	990.75	83.49%
100-13-400117	Membership/Dues/Subscriptions	191.67	0.00	2,300.00	0.00	100.00%
100-13-400118	Cadet/Explorer Expense	41.67	0.00	500.00	0.00	100.00%
100-13-400120	Travel/Training	583.33	0.00	7,000.00	400.00	94.29%
100-13-400130	Professional Services Misc.	333.33	0.00	4,000.00	3,051.11	23.72%
100-13-400133	Professional Services/Legal Fees	0.00	105.00	0.00	717.50	0.00%
100-13-400137	Dispatch Services LCSO	6,283.00	0.00	75,396.00	34,713.32	53.96%
100-13-400140	Administrative Overhead	6,566.67	0.00	78,800.00	0.00	100.00%
100-13-400145	Uniform	83.33	0.00	1,000.00	0.00	100.00%
100-13-400146	Uniform Allowance	787.50	0.00	9,450.00	939.45	90.06%
100-13-400156	Computer Equip/Supplies/Support	0.00	812.98	0.00	3,029.98	0.00%
100-13-400160	Equipment Maintenance/Repairs	125.00	0.00	1,500.00	1,663.33	(10.89%)
100-13-400162	Radio Maintenance/Repairs	291.67	445.00	3,500.00	570.00	83.71%
100-13-400166	Bldg. Maintenance	0.00	0.00	0.00	366.20	0.00%
100-13-400168	Vehicle Maintenance	500.00	0.00	6,000.00	1,980.34	66.99%
100-13-400169	Vehicle Repairs	500.00	0.00	6,000.00	353.90	94.10%
100-13-400172	Fuel	3,000.00	672.92	36,000.00	11,701.28	67.50%
100-13-400173	New Equipment (less than \$5,000)	750.00	0.00	9,000.00	1,870.00	79.22%
100-13-400216	Animal Control	33.33	0.00	400.00	0.00	100.00%
100-13-400217	Crime Prevention Program	33.33	0.00	400.00	0.00	100.00%
100-13-400218	Fall Fun Night	208.33	0.00	2,500.00	213.70	91.45%
100-13-400305	Public Safety Assessment	416.67	955.00	5,000.00	1,339.30	73.21%
100-13-401052	Radios Debt Service	516.67	0.00	6,200.00	10,184.09	(64.26%)
100-13-401200	Photo Supplies	75.00	0.00	900.00	0.00	100.00%
100-13-401201	Ammunition	408.33	0.00	4,900.00	0.00	100.00%
100-13-401202	Investigations	166.67	0.00	2,000.00	119.88	94.01%
100-13-401203	Computer Support	416.67	0.00	5,000.00	0.00	100.00%
100-13-401204	Jail Expense	166.67	0.00	2,000.00	0.00	100.00%
100-13-401205	Dead Mtn. Tower Lease	54.17	0.00	650.00	0.00	100.00%
100-13-401206	PPE Supplies	0.00	75.00	0.00	75.00	0.00%
100-16-400101	Materials/Supplies	100.00	0.00	1,200.00	1,884.08	(57.01%)
100-16-400104	Telephone	25.00	0.00	300.00	168.00	44.00%
100-16-400107	Utilities	141.67	0.00	1,700.00	0.00	100.00%
100-16-400120	Travel/Training	41.67	0.00	500.00	500.00	0.00%
100-16-400140	Administrative Overhead	416.67	0.00	5,000.00	0.00	100.00%
100-16-400156	Computer Equip/Supplies/Support	166.67	102.00	2,000.00	2,404.03	(20.20%)



**City of Oakridge**  
**Statement of Revenue and Expenditures**

Revised Budget  
For GENERAL FUND (100)  
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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
100-16-400158 Misc.Expense/New Equipment	75.00	0.00	900.00	596.05	33.77%
100-16-400224 Summer Reading Program	83.33	0.00	1,000.00	1,231.09	(23.11%)
100-16-400226 SRP-Cards 4 Kids	25.00	0.00	300.00	500.00	(66.67%)
100-16-400243 Acquisitions and Books	125.00	0.00	1,500.00	1,746.14	(16.41%)
100-16-400244 Donatios Acquisitions	166.67	0.00	2,000.00	190.09	90.50%
100-16-400246 SIRSI System	358.33	0.00	4,300.00	4,300.00	0.00%
100-16-400248 OCLC Cataloging	0.00	0.00	0.00	391.00	0.00%
100-17-400078 ARPA Expenses	0.00	0.00	0.00	11,119.80	0.00%
100-17-400101 Materials/Supplies	708.33	412.66	8,500.00	5,158.55	39.31%
100-17-400104 Telephone	0.00	0.00	0.00	74.19	0.00%
100-17-400107 Utilities	0.00	0.00	0.00	2,164.11	0.00%
100-17-400110 Utilities	916.67	513.00	11,000.00	3,463.38	68.51%
100-17-400140 Administrative Overhead	1,909.17	0.00	22,910.00	0.00	100.00%
100-17-400166 Bldg. Maintenance	625.00	0.00	7,500.00	787.06	89.51%
100-17-400173 New Equipment	0.00	0.00	0.00	57.39	0.00%
100-18-400101 Materials/Supplies	83.33	0.00	1,000.00	0.00	100.00%
100-18-400104 Telephone	0.00	0.00	0.00	738.99	0.00%
100-18-400107 Utilities	0.00	0.00	0.00	1,969.82	0.00%
100-18-400130 Professional Services Non Legal	0.00	0.00	0.00	3,500.00	0.00%
100-18-400140 Administrative Overhead	1,095.25	0.00	13,143.00	0.00	100.00%
100-18-400166 Bldg. Maintenance	41.67	0.00	500.00	1,550.00	(210.00%)
100-18-400281 WAC State Grant	116,666.67	0.00	1,400,000.00	5,282.50	99.62%
100-99-400120 Travel/Training	18.75	0.00	225.00	375.00	(66.67%)
100-99-400131 Municipal Court Judge-Contract	1,741.67	5,086.26	20,900.00	13,563.36	35.10%
100-99-400140 Administrative Overhead	833.33	0.00	10,000.00	0.00	100.00%
100-99-400213 State Court Fees	450.00	0.00	5,400.00	(2,446.00)	145.30%
100-99-400215 Court Expenses	166.67	200.00	2,000.00	7,200.00	(260.00%)
<b>Total Materials &amp; Services Expenditures</b>	<b>187,198.08</b>	<b>30,752.48</b>	<b>2,460,877.00</b>	<b>568,175.47</b>	<b>76.91%</b>
<b>Capital Outlay Expenditures</b>					
100-11-400300 New Equipment - Capital	0.00	0.00	0.00	877.76	0.00%
100-11-400309 Captial Outlay - Building	0.00	0.00	114,500.00	0.00	100.00%
100-13-400300 New Equipment - Capital	1,500.00	0.00	18,000.00	3,442.94	80.87%
100-17-400777 Park Improvement	4,166.67	0.00	50,000.00	6,080.08	87.84%
<b>Total Capital Outlay Expenditures</b>	<b>5,666.67</b>	<b>0.00</b>	<b>182,500.00</b>	<b>10,400.78</b>	<b>94.30%</b>
<b>Fund Transfers Expenditures</b>					
100-00-401006 Transfer To Street Dept.	0.00	0.00	0.00	737.65	0.00%
100-00-401016 Transfer Emergency Services	38,394.67	0.00	460,736.00	0.00	100.00%
100-00-401021 Transfer of PSF to Emergency Servi	10,000.00	0.00	120,000.00	0.00	100.00%
<b>Total Fund Transfers Expenditures</b>	<b>48,394.67</b>	<b>0.00</b>	<b>580,736.00</b>	<b>737.65</b>	<b>99.87%</b>
<b>Special Payments Expenditures</b>					
100-17-400127 Park Rental Refunds	0.00	0.00	0.00	500.00	0.00%
<b>Total Special Payments Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00%</b>
<b>Total GENERAL FUND Expenditures</b>	<b>\$ 353,858.58</b>	<b>\$ 30,752.48</b>	<b>\$ 4,575,303.01</b>	<b>\$ 1,229,521.21</b>	<b>73.13%</b>

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For GENERAL FUND (100)**  
*For the Fiscal Period 2023-8 Ending February 28, 2023*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
GENERAL FUND Excess of Revenues Over Expenditure \$	(118,097.25) \$	89,658.43 \$	(1,372,167.00) \$	741,636.62	154.05%

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For STREET FUND (230)  
 For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Beginning Fund Balances Revenues</b>					
230-00-500001 Beginning Fund Balance	\$ 8,872.50	\$ 0.00	\$ 106,470.00	\$ 0.00	100.00%
<b>Total Beginning Fund Balances Revenues</b>	<b>8,872.50</b>	<b>0.00</b>	<b>106,470.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Licenses, Permits, Misc. Taxes Revenues</b>					
230-00-503200 ODOT Apportionments	20,000.00	0.00	240,000.00	149,979.88	37.51%
230-00-504300 Fuel Dealer's License Fee	6,666.67	1,991.94	80,000.00	49,890.93	37.64%
<b>Total Licenses, Permits, Misc. Taxes Revenues</b>	<b>26,666.67</b>	<b>1,991.94</b>	<b>320,000.00</b>	<b>199,870.81</b>	<b>37.54%</b>
<b>Intergovernmental Revenues Revenues</b>					
230-00-520600 Greenwaters/Rest Area	375.00	240.00	4,500.00	8,150.00	(81.11%)
230-00-520800 ODOT Small city Allotment	20,833.33	0.00	250,000.00	0.00	100.00%
<b>Total Intergovernmental Revenues Revenues</b>	<b>21,208.33</b>	<b>240.00</b>	<b>254,500.00</b>	<b>8,150.00</b>	<b>96.80%</b>
<b>Miscellaneous Revenues</b>					
230-00-599900 Miscellaneous Income	83.33	0.00	1,000.00	0.00	100.00%
<b>Total Miscellaneous Revenues</b>	<b>83.33</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Charges for Services Revenues</b>					
230-00-599905 Public Works Personnel Allocations	875.00	0.00	10,500.00	0.00	100.00%
<b>Total Charges for Services Revenues</b>	<b>875.00</b>	<b>0.00</b>	<b>10,500.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Other Financing Sources (uses) Revenues</b>					
230-00-520900 LID#19 Rainbow Rd Assessment	0.00	0.00	0.00	10,000.00	0.00%
230-00-521000 LID#20 2nd St. Assessment	266.67	0.00	3,200.00	0.00	100.00%
230-00-521325 LID #21 N. Ash Street Assessment	100.00	0.00	1,200.00	0.00	100.00%
<b>Total Other Financing Sources (uses) Revenues</b>	<b>366.67</b>	<b>0.00</b>	<b>4,400.00</b>	<b>10,000.00</b>	<b>(127.27%)</b>
<b>Total STREET FUND Revenues</b>	<b>\$ 58,072.50</b>	<b>\$ 2,231.94</b>	<b>\$ 696,870.00</b>	<b>\$ 218,020.81</b>	<b>68.71%</b>

**Expenditures**

**Personal Services Expenditures**

230-00-400001 Health Care Coverage	\$ 1,441.67	\$ 0.00	\$ 17,300.00	\$ 8,838.41	48.91%
230-00-400002 PERS	1,583.33	0.00	19,000.00	11,441.50	39.78%
230-00-400003 Workers Compensation	325.00	0.00	3,900.00	180.59	95.37%
230-00-400004 Payroll Taxes	375.00	0.00	4,500.00	2,398.43	46.70%
230-00-400005 Overtime	333.33	0.00	4,000.00	1,978.11	50.55%
230-00-400006 Standby	133.33	0.00	1,600.00	1,310.66	18.08%
230-00-400041 Utility Worker 2	583.33	0.00	7,000.00	4,074.40	41.79%
230-00-400043 Public Works Crew Leader	0.00	0.00	0.00	10,639.87	0.00%
230-00-400045 Utility Worker I	1,302.33	0.00	15,628.00	9,248.68	40.82%
230-00-400047 Utility Worker 1B	0.00	0.00	0.00	4,314.77	0.00%
230-00-400068 Floating Holiday 1	0.00	0.00	0.00	54.35	0.00%
230-00-400081 VEBA Contributions	187.50	0.00	2,250.00	0.00	100.00%
230-00-400082 Life/LTD Insurance	4.17	0.00	50.00	16.59	66.82%

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For STREET FUND (230)  
 For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Total Personal Services Expenditures</b>	<b>6,269.00</b>	<b>0.00</b>	<b>75,228.00</b>	<b>54,496.36</b>	<b>27.56%</b>
<b>Materials &amp; Services Expenditures</b>					
230-00-400101 Materials/Supplies	2,083.33	1,687.18	25,000.00	8,467.98	66.13%
230-00-400103 Seasonal/Temp Workers	91.67	0.00	22,000.00	29,763.48	(35.29%)
230-00-400104 Telephone	0.00	0.00	1,100.00	1,293.77	(17.62%)
230-00-400107 Utilities	0.00	44.40	0.00	1,897.75	0.00%
230-00-400110 Utilities	583.33	0.00	7,000.00	3,128.32	55.31%
230-00-400120 Travel/Training	83.33	0.00	1,000.00	198.34	80.17%
230-00-400130 Professional Services Misc.	1,250.00	0.00	15,000.00	5,561.38	62.92%
230-00-400140 Administrative Overhead	2,916.67	0.00	35,000.00	0.00	100.00%
230-00-400146 Uniform Allowance	83.33	0.00	1,000.00	375.71	62.43%
230-00-400160 Equipment Maintenance/Repairs	1,666.67	43.14	20,000.00	6,264.80	68.68%
230-00-400170 Vehicle Lease	208.33	295.00	2,500.00	1,770.00	29.20%
230-00-400172 Fuel	1,333.33	267.71	16,000.00	6,418.60	59.88%
230-00-400173 New Equipment (less than \$5,000)	833.33	0.00	10,000.00	57.39	99.43%
230-00-400180 Rest Area	750.00	242.30	9,000.00	7,050.57	21.66%
230-00-400194 Street Repair	2,916.67	0.00	35,000.00	0.00	100.00%
230-00-400198 Street Lights	5,250.00	0.00	63,000.00	27,507.22	56.34%
<b>Total Materials &amp; Services Expenditures</b>	<b>20,050.00</b>	<b>2,579.73</b>	<b>262,600.00</b>	<b>99,755.31</b>	<b>62.01%</b>
<b>Capital Outlay Expenditures</b>					
230-00-400300 New Equipment - Capital	4,166.67	0.00	50,000.00	0.00	100.00%
230-00-400666 Street Improvements	20,833.33	0.00	250,000.00	0.00	100.00%
<b>Total Capital Outlay Expenditures</b>	<b>25,000.00</b>	<b>0.00</b>	<b>300,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Contingency/Uapp Ending Fund Balance Expendit</b>					
230-00-401026 Contingency	2,722.33	0.00	32,668.00	0.00	100.00%
<b>Total Contingency/Uapp Ending Fund Balance Ex</b>	<b>2,722.33</b>	<b>0.00</b>	<b>32,668.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total STREET FUND Expenditures</b>	<b>\$ 54,041.33</b>	<b>\$ 2,579.73</b>	<b>\$ 670,496.00</b>	<b>\$ 154,251.67</b>	<b>76.99%</b>
<b>STREET FUND Excess of Revenues Over Expenditures</b>	<b>\$ 4,031.17</b>	<b>\$ (347.79)</b>	<b>\$ 26,374.00</b>	<b>\$ 63,769.14</b>	<b>(141.79%)</b>

**City of Oakridge**  
**Statement of Revenue and Expenditures**

Revised Budget  
 For EMERGENCY SERVICES FUND (232)  
 For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Beginning Fund Balances Revenues</b>					
232-00-500001 Beginning Fund Balance	\$ 8,333.33	\$ 0.00	\$ 100,000.00	\$ 0.00	100.00%
<b>Total Beginning Fund Balances Revenues</b>	<b>8,333.33</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Intergovernmental Revenues Revenues</b>					
232-00-502800 Hazeldell Fire Contract	5,435.83	0.00	65,230.00	32,615.00	50.00%
232-00-502810 Fire Contracts - Westfir	1,400.00	0.00	16,800.00	8,797.75	47.63%
232-00-502815 Hazeldell - Vol Prog	1,291.67	0.00	15,500.00	0.00	100.00%
<b>Total Intergovernmental Revenues Revenues</b>	<b>8,127.50</b>	<b>0.00</b>	<b>97,530.00</b>	<b>41,412.75</b>	<b>57.54%</b>
<b>Miscellaneous Revenues</b>					
232-00-599900 Miscellaneous Income	166.67	1,183.00	2,000.00	3,688.00	(84.40%)
<b>Total Miscellaneous Revenues</b>	<b>166.67</b>	<b>1,183.00</b>	<b>2,000.00</b>	<b>3,688.00</b>	<b>(84.40%)</b>
<b>Charges for Services Revenues</b>					
232-00-502700 Fire Med	1,666.67	0.00	20,000.00	12,785.00	36.08%
232-00-540200 Service Charge	33,333.33	989.63	400,000.00	3,724.29	99.07%
232-00-540400 Ground Emergency Medical Transp	4,166.67	0.00	50,000.00	1,132.00	97.74%
<b>Total Charges for Services Revenues</b>	<b>39,166.67</b>	<b>989.63</b>	<b>470,000.00</b>	<b>17,641.29</b>	<b>96.25%</b>
<b>Transfers Revenues</b>					
232-00-530500 Transfer From General	38,811.33	0.00	465,736.00	0.00	100.00%
<b>Total Transfers Revenues</b>	<b>38,811.33</b>	<b>0.00</b>	<b>465,736.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total EMERGENCY SERVICES FUND Revenues</b>	<b>\$ 94,605.50</b>	<b>\$ 2,172.63</b>	<b>\$ 1,135,266.00</b>	<b>\$ 62,742.04</b>	<b>94.47%</b>

**Expenditures**

**Personal Services Expenditures**

232-00-400000 Draw	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,500.00	0.00%
232-00-400001 Health Care Coverage	8,375.00	0.00	100,500.00	43,153.32	57.06%
232-00-400002 PERS	13,241.67	0.00	158,900.00	83,344.59	47.55%
232-00-400003 Workers Compensation	1,250.00	0.00	15,000.00	1,152.36	92.32%
232-00-400004 Payroll Taxes	3,166.67	0.00	38,000.00	21,592.77	43.18%
232-00-400005 Overtime	5,833.33	0.00	70,000.00	87,453.56	(24.93%)
232-00-400009 Volunteer Life Ins.	16.67	0.00	200.00	0.00	100.00%
232-00-400016 Employee Allowance	41.67	0.00	500.00	0.00	100.00%
232-00-400050 Fire Chief	7,341.33	0.00	88,096.00	49,614.54	43.68%
232-00-400051 Volunteers	3,916.67	2,106.81	47,000.00	10,857.82	76.90%
232-00-400052 EMS Captain	0.00	0.00	0.00	34,869.89	0.00%
232-00-400054 EMT-Firefighter	4,708.33	0.00	56,500.00	0.00	100.00%
232-00-400071 Captain-Training Officer	5,958.33	0.00	89,891.00	50,521.65	43.80%
232-00-400072 Lieutenant-1	0.00	0.00	0.00	6,731.27	0.00%
232-00-400073 Lieutenant-2	5,937.50	0.00	71,250.00	47,361.16	33.53%
232-00-400081 VEBA Contributions	750.00	0.00	9,000.00	0.00	100.00%
232-00-400082 Life/LTD Insurance	25.00	0.00	300.00	129.64	56.79%
232-00-400083 OSFM Seasonal Worker Grant	0.00	0.00	35,000.00	24,633.44	29.62%

**City of Oakridge**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
**For EMERGENCY SERVICES FUND (232)**  
**For the Fiscal Period 2023-8 Ending February 28, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Total Personal Services Expenditures</b>	<b>60,562.17</b>	<b>2,106.81</b>	<b>780,137.00</b>	<b>475,916.01</b>	<b>39.00%</b>
<b>Materials &amp; Services Expenditures</b>					
232-00-400101 Materials/Supplies	750.00	78.35	9,000.00	186.92	97.92%
232-00-400103 Seasonal/Temp Workers	10,000.00	3,755.51	120,000.00	115,681.17	3.60%
232-00-400104 Telephone	0.00	0.00	0.00	1,309.23	0.00%
232-00-400110 Utilities	1,250.00	50.00	15,000.00	9,288.59	38.08%
232-00-400111 EMS Supplies	2,000.00	979.92	24,000.00	18,201.54	24.16%
232-00-400113 Fire Fighting Supplies	333.33	0.00	4,000.00	516.99	87.08%
232-00-400117 Membership/Dues/Subscriptions	258.33	0.00	3,100.00	432.00	86.06%
232-00-400120 Travel/Training	416.67	0.00	7,500.00	4,037.47	46.17%
232-00-400130 Professional Services Misc.	687.50	0.00	17,250.00	5,283.66	69.37%
232-00-400137 Dispatch Services LCSO	4,343.33	0.00	52,120.00	23,700.86	54.53%
232-00-400139 Dispatch Phone Lines	65.00	0.00	780.00	0.00	100.00%
232-00-400140 Administrative Overhead	6,833.33	0.00	82,000.00	0.00	100.00%
232-00-400146 Uniform Allowance	125.00	0.00	1,500.00	48.00	96.80%
232-00-400147 Small Equipment Maint & Minor Rep	125.00	0.00	1,500.00	1,521.67	(1.44%)
232-00-400151 Health & Wellness	83.33	0.00	1,000.00	1,589.00	(58.90%)
232-00-400153 Protective Clothing	83.33	0.00	1,000.00	608.16	39.18%
232-00-400155 Pagers Repair/Replace	108.33	0.00	1,300.00	0.00	100.00%
232-00-400156 Computer Equip/Supplies/Support	0.00	0.00	0.00	1,694.98	0.00%
232-00-400160 Equipment Maintenance/Repairs	0.00	0.00	0.00	141.66	0.00%
232-00-400161 Vehical Maint & Minor Repairs	1,208.33	0.00	14,500.00	5,858.22	59.60%
232-00-400162 Radio Maintenance/Repairs	83.33	25.00	1,000.00	373.90	62.61%
232-00-400163 Building/Grounds Maintenance	858.33	0.00	10,300.00	3,776.55	63.33%
232-00-400166 Bldg. Maintenance	83.33	0.00	1,000.00	231.15	76.88%
232-00-400172 Fuel	2,583.33	0.00	31,000.00	9,942.94	67.93%
232-00-400232 Fire Med Promotion	62.50	0.00	750.00	509.00	32.13%
232-00-400252 Billing Charge	1,350.00	0.00	16,200.00	4,607.82	71.56%
232-00-400255 GEMT Expenditures	0.00	0.00	0.00	18,888.60	0.00%
232-00-400262 Volunteers	25.00	0.00	300.00	0.00	100.00%
232-00-401052 Radios Debt Service	0.00	0.00	0.00	2,324.47	0.00%
232-00-401205 Dead Mtn. Tower Lease	0.00	0.00	0.00	2,873.02	0.00%
232-00-499900 Miscellaneous Expense	0.00	0.00	0.00	1,324.92	0.00%
<b>Total Materials &amp; Services Expenditures</b>	<b>33,716.67</b>	<b>4,888.78</b>	<b>416,100.00</b>	<b>234,952.49</b>	<b>43.53%</b>
<b>Capital Outlay Expenditures</b>					
232-00-400207 HMA FEMA Generators Grant	0.00	23,625.00	0.00	33,606.00	0.00%
<b>Total Capital Outlay Expenditures</b>	<b>0.00</b>	<b>23,625.00</b>	<b>0.00</b>	<b>33,606.00</b>	<b>0.00%</b>
<b>Contingency/Uapp Ending Fund Balance Expendit</b>					
232-00-401026 Contingency	8,333.33	0.00	100,000.00	0.00	100.00%
<b>Total Contingency/Uapp Ending Fund Balance Ex</b>	<b>8,333.33</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total EMERGENCY SERVICES FUND Expenditures</b>	<b>\$ 102,612.17</b>	<b>\$ 30,620.59</b>	<b>\$ 1,296,237.00</b>	<b>\$ 744,474.50</b>	<b>42.57%</b>
<b>EMERGENCY SERVICES FUND Excess of Revenues Ov</b>	<b>\$ (8,006.67)</b>	<b>\$ (28,447.96)</b>	<b>\$ (160,971.00)</b>	<b>\$ (681,732.46)</b>	<b>(323.51%)</b>

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For Water Fund - Capital Reserve Fund (245)  
 For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Beginning Fund Balances Revenues</b>					
245-00-500001 Beginning Fund Balance	\$ 4,503.33	\$ 0.00	\$ 54,040.00	\$ 0.00	100.00%
<b>Total Beginning Fund Balances Revenues</b>	<b>4,503.33</b>	<b>0.00</b>	<b>54,040.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Transfers Revenues</b>					
245-00-530600 Transfer From Water	2,083.33	0.00	25,000.00	0.00	100.00%
<b>Total Transfers Revenues</b>	<b>2,083.33</b>	<b>0.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total Water Fund - Capital Reserve Fund Revenues</b>	<b>\$ 6,586.67</b>	<b>\$ 0.00</b>	<b>\$ 79,040.00</b>	<b>\$ 0.00</b>	<b>100.00%</b>
<b>Expenditures</b>					
<b>Contingency/Uapp Ending Fund Balance Expendit</b>					
245-00-499991 Reserved for Future Expenditure	\$ 6,586.67	\$ 0.00	\$ 79,040.00	\$ 0.00	100.00%
<b>Total Contingency/Uapp Ending Fund Balance Ex</b>	<b>6,586.67</b>	<b>0.00</b>	<b>79,040.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total Water Fund - Capital Reserve Fund Expenditure</b>	<b>\$ 6,586.67</b>	<b>\$ 0.00</b>	<b>\$ 79,040.00</b>	<b>\$ 0.00</b>	<b>100.00%</b>
<b>Water Fund - Capital Reserve Fund Excess of Revenues</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>0.00%</b>

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For WATER BOND RESERVE FUND (321)**  
**For the Fiscal Period 2023-8 Ending February 28, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Beginning Fund Balances Revenues</b>					
321-00-500001 Beginning Fund Balance	\$ 10,056.92	\$ 0.00	\$ 120,683.00	\$ 0.00	100.00%
<b>Total Beginning Fund Balances Revenues</b>	<b>10,056.92</b>	<b>0.00</b>	<b>120,683.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total WATER BOND RESERVE FUND Revenues</b>	<b>\$ 10,056.92</b>	<b>\$ 0.00</b>	<b>\$ 120,683.00</b>	<b>\$ 0.00</b>	<b>100.00%</b>
<b>WATER BOND RESERVE FUND Excess of Revenues Ov</b>	<b>\$ 10,056.92</b>	<b>\$ 0.00</b>	<b>\$ 120,683.00</b>	<b>\$ 0.00</b>	<b>100.00%</b>



**City of Oakridge**  
**Statement of Revenue and Expenditures**

Revised Budget  
For INDUSTRIAL PARK FUND (390)  
For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Beginning Fund Balances Revenues</b>					
390-00-500001 Beginning Fund Balance	\$ 26,371.67	\$ 0.00	\$ 316,460.00	\$ 0.00	100.00%
<b>Total Beginning Fund Balances Revenues</b>	<b>26,371.67</b>	<b>0.00</b>	<b>316,460.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Interest Revenues</b>					
390-00-500200 Interest	91.67	0.00	1,100.00	0.00	100.00%
<b>Total Interest Revenues</b>	<b>91.67</b>	<b>0.00</b>	<b>1,100.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Rentals and Leases Revenues</b>					
390-00-501100 Rental Income	6,416.67	6,566.09	77,000.00	59,304.97	22.98%
<b>Total Rentals and Leases Revenues</b>	<b>6,416.67</b>	<b>6,566.09</b>	<b>77,000.00</b>	<b>59,304.97</b>	<b>22.98%</b>
<b>Other Financing Sources (uses) Revenues</b>					
390-00-500900 Sale of Property	0.00	125.00	0.00	1,000.00	0.00%
<b>Total Other Financing Sources (uses) Revenues</b>	<b>0.00</b>	<b>125.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00%</b>
<b>Total INDUSTRIAL PARK FUND Revenues</b>	<b>\$ 32,880.00</b>	<b>\$ 6,691.09</b>	<b>\$ 394,560.00</b>	<b>\$ 60,304.97</b>	<b>84.72%</b>

**Expenditures****Personal Services Expenditures**

390-00-400001 Health Care Coverage	\$ 237.50	\$ 0.00	\$ 2,850.00	\$ 1,450.68	49.10%
390-00-400002 PERS	266.67	0.00	3,200.00	1,950.99	39.03%
390-00-400003 Workers Compensation	60.42	0.00	725.00	0.00	100.00%
390-00-400004 Payroll Taxes	60.42	0.00	725.00	405.98	44.00%
390-00-400005 Overtime	70.83	0.00	850.00	420.95	50.48%
390-00-400006 Standby	25.00	0.00	300.00	208.25	30.58%
390-00-400041 Utility Worker 2	241.67	0.00	2,900.00	1,298.03	55.24%
390-00-400043 Public Works Crew Leader	183.33	0.00	2,200.00	1,295.32	41.12%
390-00-400045 Utility Worker IA	229.17	0.00	2,750.00	1,703.72	38.05%
390-00-400047 Utility Worker 1B	191.67	0.00	2,300.00	403.52	82.46%
390-00-400068 Floating Holiday 1	0.00	0.00	0.00	17.31	0.00%
390-00-400081 VEBA Contributions	33.33	0.00	400.00	0.00	100.00%
390-00-400082 Life/LTD Insurance	0.00	0.00	0.00	3.64	0.00%
<b>Total Personal Services Expenditures</b>	<b>1,600.00</b>	<b>0.00</b>	<b>19,200.00</b>	<b>9,158.39</b>	<b>52.30%</b>

**Materials & Services Expenditures**

390-00-400101 Materials/Supplies	458.33	0.00	5,500.00	2,254.47	59.01%
390-00-400110 Utilities	833.33	32.75	10,000.00	5,855.48	41.45%
390-00-400116 Marketing-City	250.00	0.00	3,000.00	0.00	100.00%
390-00-400117 Membership/Dues/Subscriptions	50.00	0.00	600.00	0.00	100.00%
390-00-400130 Professional Services Misc.	1,250.00	0.00	15,000.00	9,246.50	38.36%
390-00-400140 Administrative Overhead	2,916.67	0.00	35,000.00	0.00	100.00%
390-00-400156 Computer Support IT	0.00	68.00	0.00	170.99	0.00%
390-00-400260 Property Taxes	958.33	0.00	11,500.00	10,449.86	9.13%
390-00-499900 Miscellaneous Expense	58.33	120.00	700.00	120.00	82.86%

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For INDUSTRIAL PARK FUND (390)**  
*For the Fiscal Period 2023-8 Ending February 28, 2023*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Total Materials &amp; Services Expenditures</b>	<b>6,775.00</b>	<b>220.75</b>	<b>81,300.00</b>	<b>28,097.30</b>	<b>65.44%</b>
<b>Capital Outlay Expenditures</b>					
390-00-400920 OIP Building	250.00	0.00	3,000.00	637.40	78.75%
<b>Total Capital Outlay Expenditures</b>	<b>250.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>637.40</b>	<b>78.75%</b>
<b>Contingency/Uapp Ending Fund Balance Expendit</b>					
390-00-401026 Contingency	12,536.33	0.00	150,436.00	9,718.50	93.54%
<b>Total Contingency/Uapp Ending Fund Balance Ex</b>	<b>12,536.33</b>	<b>0.00</b>	<b>150,436.00</b>	<b>9,718.50</b>	<b>93.54%</b>
<b>Total INDUSTRIAL PARK FUND Expenditures</b>	<b>\$ 21,161.33</b>	<b>\$ 220.75</b>	<b>\$ 253,936.00</b>	<b>\$ 47,611.59</b>	<b>81.25%</b>
<b>INDUSTRIAL PARK FUND Excess of Revenues Over Ex</b>	<b>\$ 11,718.67</b>	<b>\$ 6,470.34</b>	<b>\$ 140,624.00</b>	<b>\$ 12,693.38</b>	<b>90.97%</b>

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For WATER FUND (620)  
 For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Beginning Fund Balances Revenues</b>					
620-00-500001 Beginning Fund Balance	\$ 35,833.33	\$ 0.00	\$ 430,000.00	\$ 0.00	100.00%
<b>Total Beginning Fund Balances Revenues</b>	<b>35,833.33</b>	<b>0.00</b>	<b>430,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Grants &amp; Donations Revenues</b>					
620-00-502867 Well 2 Grant Reimbursement	20,833.33	0.00	250,000.00	0.00	100.00%
<b>Total Grants &amp; Donations Revenues</b>	<b>20,833.33</b>	<b>0.00</b>	<b>250,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Rentals and Leases Revenues</b>					
620-00-501100 Rental Income	0.00	450.00	0.00	3,600.00	0.00%
<b>Total Rentals and Leases Revenues</b>	<b>0.00</b>	<b>450.00</b>	<b>0.00</b>	<b>3,600.00</b>	<b>0.00%</b>
<b>Miscellaneous Revenues</b>					
620-00-599900 Miscellaneous Income	208.33	70.00	2,500.00	1,297.25	48.11%
<b>Total Miscellaneous Revenues</b>	<b>208.33</b>	<b>70.00</b>	<b>2,500.00</b>	<b>1,297.25</b>	<b>48.11%</b>
<b>Charges for Services Revenues</b>					
620-00-540000 Water Service	92,418.00	82,922.43	1,109,016.00	816,471.77	26.38%
620-00-540100 Connection Charge	250.00	500.00	3,000.00	2,761.31	7.96%
620-00-540200 Service Charge	16.67	75.00	200.00	650.00	(225.00%)
620-00-599905 Public Works Personnel Allocations	1,583.33	0.00	19,000.00	0.00	100.00%
<b>Total Charges for Services Revenues</b>	<b>94,268.00</b>	<b>83,497.43</b>	<b>1,131,216.00</b>	<b>819,883.08</b>	<b>27.52%</b>
<b>Total WATER FUND Revenues</b>	<b>\$ 151,143.00</b>	<b>\$ 84,017.43</b>	<b>\$ 1,813,716.00</b>	<b>\$ 824,780.33</b>	<b>54.53%</b>

**Expenditures**

**Personal Services Expenditures**

620-00-400001 Health Care Coverage	\$ 3,416.67	\$ 0.00	\$ 41,000.00	\$ 20,907.25	49.01%
620-00-400002 PERS	3,500.00	0.00	42,000.00	24,996.47	40.48%
620-00-400003 Workers Compensation	366.67	0.00	4,400.00	440.60	89.99%
620-00-400004 Payroll Taxes	708.33	0.00	8,500.00	5,187.47	38.97%
620-00-400005 Overtime	833.33	0.00	10,000.00	4,454.24	55.46%
620-00-400006 Standby	333.33	0.00	4,000.00	2,099.62	47.51%
620-00-400041 Utility Worker 2	2,083.33	0.00	25,000.00	12,495.71	50.02%
620-00-400043 Public Works Crew Leader	2,600.00	0.00	31,200.00	16,184.18	48.13%
620-00-400045 Utility Worker I	2,033.33	0.00	24,400.00	12,413.45	49.13%
620-00-400047 Utility Worker 1B	1,920.83	0.00	23,050.00	11,070.81	51.97%
620-00-400068 Floating Holiday 1	0.00	0.00	0.00	193.83	0.00%
620-00-400081 VEBA Contributions	375.00	0.00	4,500.00	0.00	100.00%
620-00-400082 Life/LTD Insurance	8.75	0.00	105.00	38.64	63.20%
<b>Total Personal Services Expenditures</b>	<b>18,179.58</b>	<b>0.00</b>	<b>218,155.00</b>	<b>110,482.27</b>	<b>49.36%</b>

**Materials & Services Expenditures**

620-00-400101 Materials/Supplies	3,250.00	212.05	39,000.00	12,204.35	68.71%
620-00-400103 Seasonal/Temp Workers	2,083.33	389.74	25,000.00	8,482.73	66.07%
620-00-400104 Telephone	0.00	0.00	0.00	1,533.43	0.00%

**City of Oakridge**  
**Statement of Revenue and Expenditures**

Revised Budget  
For WATER FUND (620)  
For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
620-00-400106 Office Expenses	83.33	0.00	1,000.00	5.49	99.45%
620-00-400107 Utilities	6,250.00	44.40	75,000.00	35,319.17	52.91%
620-00-400120 Travel/Training	208.33	0.00	2,500.00	944.48	62.22%
620-00-400130 Professional Services Misc.	1,666.67	462.79	20,000.00	13,526.93	32.37%
620-00-400133 Professional Services/Legal Fees	416.67	0.00	5,000.00	0.00	100.00%
620-00-400137 Dispatch Services LCSO	266.67	0.00	3,200.00	2,333.42	27.08%
620-00-400140 Administrative Overhead	12,617.83	0.00	151,414.00	0.00	100.00%
620-00-400146 Uniform Allowance	166.67	109.80	2,000.00	596.16	70.19%
620-00-400156 Computer Equip/Supplies/Support	166.67	0.00	2,000.00	1,242.69	37.87%
620-00-400160 Equipment Maintenance/Repairs	2,083.33	43.15	25,000.00	8,914.97	64.34%
620-00-400170 Vehicle Lease	208.33	295.00	2,500.00	1,770.00	29.20%
620-00-400172 Fuel	2,166.67	267.71	26,000.00	7,803.98	69.98%
620-00-400173 New Equipment (less than \$5,000)	833.33	0.00	10,000.00	344.33	96.56%
620-00-400177 Building Maintenance(non-capital)	416.67	0.00	5,000.00	0.00	100.00%
620-00-400192 Meter Replacement	1,250.00	0.00	15,000.00	0.00	100.00%
620-00-499900 Miscellaneous Expense	83.33	0.00	1,000.00	2,635.00	(163.50%)
<b>Total Materials &amp; Services Expenditures</b>	<b>34,217.83</b>	<b>1,824.64</b>	<b>410,614.00</b>	<b>97,657.13</b>	<b>76.22%</b>
<b>Capital Outlay Expenditures</b>					
620-00-400411 Tank 2	0.00	0.00	0.00	2,245.00	0.00%
<b>Total Capital Outlay Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,245.00</b>	<b>0.00%</b>
<b>Fund Transfers Expenditures</b>					
620-00-401045 Transfer to Wate Fund Reserve	2,083.33	0.00	25,000.00	0.00	100.00%
<b>Total Fund Transfers Expenditures</b>	<b>2,083.33</b>	<b>0.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Debt Service Expenditures</b>					
620-00-401030 Debt Service - Interest Loan S05002	1,779.17	0.00	21,350.00	19,287.19	9.66%
620-00-401031 Debt Service - Principal Loan S0500	8,500.00	0.00	102,000.00	103,009.95	(0.99%)
620-00-401032 Bond Payment - Interest	858.33	0.00	10,300.00	0.00	100.00%
620-00-401034 Bond Payment - Principal	625.00	0.00	7,500.00	0.00	100.00%
620-00-401039 Water Loan - Tank 7 Principal Loan	3,500.00	0.00	42,000.00	66,009.21	(57.16%)
620-00-401041 Water Loan - Tank 7 Interest Loan S	0.00	0.00	0.00	21,208.16	0.00%
620-00-401043 Debt Service - V19009 - Interest	0.00	0.00	0.00	128.65	0.00%
620-00-401047 Debt Service - V19009 - Principal	0.00	0.00	0.00	1,264.05	0.00%
<b>Total Debt Service Expenditures</b>	<b>15,262.50</b>	<b>0.00</b>	<b>183,150.00</b>	<b>210,907.21</b>	<b>(15.16%)</b>
<b>Contingency/Uapp Ending Fund Balance Expendit</b>					
620-00-401026 Contingency	13,893.25	0.00	166,719.00	2,031.00	98.78%
620-00-499991 Reserved for Future Expenditure	15,512.50	0.00	186,150.00	0.00	100.00%
<b>Total Contingency/Uapp Ending Fund Balance Ex</b>	<b>29,405.75</b>	<b>0.00</b>	<b>352,869.00</b>	<b>2,031.00</b>	<b>99.42%</b>
<b>Total WATER FUND Expenditures</b>	<b>\$ 99,149.00</b>	<b>\$ 1,824.64</b>	<b>\$ 1,189,788.00</b>	<b>\$ 423,322.61</b>	<b>64.42%</b>
<b>WATER FUND Excess of Revenues Over Expenditures</b>	<b>\$ 51,994.00</b>	<b>\$ 82,192.79</b>	<b>\$ 623,928.00</b>	<b>\$ 401,457.72</b>	<b>35.66%</b>

## City of Oakridge Statement of Revenue and Expenditures

Revised Budget  
For WASTEWATER FUND (622)  
For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Beginning Fund Balances Revenues</b>					
622-00-500001 Beginning Fund Balance	\$ 33,833.33	\$ 0.00	\$ 406,000.00	\$ 0.00	100.00%
<b>Total Beginning Fund Balances Revenues</b>	<b>33,833.33</b>	<b>0.00</b>	<b>406,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Miscellaneous Revenues</b>					
622-00-599900 Miscellaneous Income	208.33	25.00	2,500.00	667.50	73.30%
<b>Total Miscellaneous Revenues</b>	<b>208.33</b>	<b>25.00</b>	<b>2,500.00</b>	<b>667.50</b>	<b>73.30%</b>
<b>Charges for Services Revenues</b>					
622-00-540100 Connection Charge	116.67	400.00	1,400.00	1,600.00	(14.29%)
622-00-540300 Sewer Service	63,651.67	62,282.69	763,820.00	503,221.70	34.12%
622-00-599905 Public Works Personnel Allocations	1,222.25	0.00	14,667.00	0.00	100.00%
<b>Total Charges for Services Revenues</b>	<b>64,990.58</b>	<b>62,682.69</b>	<b>779,887.00</b>	<b>504,821.70</b>	<b>35.27%</b>
<b>Total WASTEWATER FUND Revenues</b>	<b>\$ 99,032.25</b>	<b>\$ 62,707.69</b>	<b>\$ 1,188,387.00</b>	<b>\$ 505,489.20</b>	<b>57.46%</b>

**Expenditures**

**Personal Services Expenditures**

622-00-400001 Health Care Coverage	\$ 5,750.00	\$ 0.00	\$ 69,000.00	\$ 27,614.94	59.98%
622-00-400002 PERS	4,750.00	0.00	57,000.00	29,786.18	47.74%
622-00-400003 Workers Compensation	366.67	0.00	4,400.00	130.95	97.02%
622-00-400004 Payroll Taxes	1,041.67	0.00	12,500.00	6,381.69	48.95%
622-00-400005 Overtime	833.33	0.00	10,000.00	7,185.29	28.15%
622-00-400006 Standby	583.33	0.00	7,000.00	3,904.17	44.23%
622-00-400041 Utility Worker 2	2,308.33	0.00	27,700.00	13,891.03	49.85%
622-00-400042 Utility Worker 3	2,833.33	0.00	34,000.00	16,610.07	51.15%
622-00-400043 Public Works Crew Leader	2,145.83	0.00	25,750.00	13,393.86	47.99%
622-00-400045 Utility Worker I	716.67	0.00	8,600.00	18,329.76	(113.14%)
622-00-400047 Utility Worker 1B	1,993.50	0.00	23,922.00	11,496.63	51.94%
622-00-400068 Floating Holiday 1	0.00	0.00	0.00	215.47	0.00%
622-00-400081 VEBA Contributions	468.75	0.00	5,625.00	0.00	100.00%
622-00-400082 Life/LTD Insurance	27.08	0.00	325.00	145.02	55.38%
622-00-401057 TMDL Stormwater Research	0.00	0.00	0.00	1,485.00	0.00%
<b>Total Personal Services Expenditures</b>	<b>23,818.50</b>	<b>0.00</b>	<b>285,822.00</b>	<b>150,570.06</b>	<b>47.32%</b>

**Materials & Services Expenditures**

622-00-400101 Materials/Supplies	2,500.00	167.66	30,000.00	8,461.18	71.80%
622-00-400103 Seasonal/Temp Workers	1,666.67	389.74	20,000.00	8,482.72	57.59%
622-00-400104 Telephone	0.00	0.00	0.00	6,030.84	0.00%
622-00-400106 Office Expenses	166.67	0.00	2,000.00	5.49	99.73%
622-00-400107 Utilities	4,166.67	150.60	50,000.00	18,231.44	63.54%
622-00-400120 Travel/Training	333.33	0.00	4,000.00	1,326.92	66.83%
622-00-400130 Professional Services Misc.	1,750.00	0.00	21,000.00	10,426.79	50.35%
622-00-400137 Dispatch Services LCSO	258.33	0.00	3,100.00	2,333.40	24.73%
622-00-400140 Administrative Overhead	8,163.17	0.00	97,958.00	0.00	100.00%
622-00-400146 Uniform Allowance	125.00	109.80	1,500.00	1,175.68	21.62%

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For WASTEWATER FUND (622)  
 For the Fiscal Period 2023-8 Ending February 28, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
622-00-400156 Computer Equip/Supplies/Support	233.33	0.00	2,800.00	177.54	93.66%
622-00-400160 Equipment Maintenance/Repairs	1,416.67	1,698.46	17,000.00	10,224.01	39.86%
622-00-400170 Vehicle Lease	208.33	295.00	2,500.00	1,770.00	29.20%
622-00-400172 Fuel	1,666.67	267.71	20,000.00	7,803.99	60.98%
622-00-400173 New Equipment (less than \$5,000)	1,250.00	0.00	15,000.00	5,644.05	62.37%
622-00-400177 Building Maintenance(non-capital)	333.33	0.00	4,000.00	777.38	80.57%
622-00-400178 Sludge Program	0.00	0.00	0.00	2,900.34	0.00%
622-00-499900 Miscellaneous Expense	216.67	0.00	2,600.00	0.00	100.00%
<b>Total Materials &amp; Services Expenditures</b>	<b>24,454.83</b>	<b>3,078.97</b>	<b>293,458.00</b>	<b>85,771.77</b>	<b>70.77%</b>
<b>Capital Outlay Expenditures</b>					
622-00-400300 New Equipment - Capital	0.00	0.00	0.00	44,705.75	0.00%
622-00-400452 Bldg. Maintenance (>\$5,000)	416.67	0.00	5,000.00	0.00	100.00%
622-00-400903 Collection System	0.00	0.00	0.00	(683.83)	0.00%
622-00-400905 Inflow and Infiltration	8,333.33	0.00	100,000.00	12,145.00	87.85%
<b>Total Capital Outlay Expenditures</b>	<b>8,750.00</b>	<b>0.00</b>	<b>105,000.00</b>	<b>56,166.92</b>	<b>46.51%</b>
<b>Debt Service Expenditures</b>					
622-00-401032 Bond Payment - Interest	416.67	0.00	5,000.00	0.00	100.00%
622-00-401034 Bond Payment - Principal	833.33	0.00	10,000.00	0.00	100.00%
<b>Total Debt Service Expenditures</b>	<b>1,250.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Contingency/Uapp Ending Fund Balance Expenditures</b>					
622-00-401026 Contingency	28,521.42	0.00	342,257.00	0.00	100.00%
622-00-499991 Reserved for Future Expenditure	5,391.67	0.00	64,700.00	0.00	100.00%
<b>Total Contingency/Uapp Ending Fund Balance Expenditures</b>	<b>33,913.08</b>	<b>0.00</b>	<b>406,957.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total WASTEWATER FUND Expenditures</b>	<b>\$ 92,186.42</b>	<b>\$ 3,078.97</b>	<b>\$ 1,106,237.00</b>	<b>\$ 292,508.75</b>	<b>73.56%</b>
<b>WASTEWATER FUND Excess of Revenues Over Expend</b>	<b>\$ 6,845.83</b>	<b>\$ 59,628.72</b>	<b>\$ 82,150.00</b>	<b>\$ 212,980.45</b>	<b>(159.26%)</b>

**City of Oakridge**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
**For STORMWATER FUND (696)**  
**For the Fiscal Period 2023-8 Ending February 28, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Beginning Fund Balances Revenues</b>					
696-00-500001 Beginning Fund Balance	\$ 5,283.00	\$ 0.00	\$ 63,396.00	\$ 0.00	100.00%
<b>Total Beginning Fund Balances Revenues</b>	<b>5,283.00</b>	<b>0.00</b>	<b>63,396.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Charges for Services Revenues</b>					
696-00-540500 Storm Water Service	4,054.00	3,893.31	48,648.00	29,806.34	38.73%
<b>Total Charges for Services Revenues</b>	<b>4,054.00</b>	<b>3,893.31</b>	<b>48,648.00</b>	<b>29,806.34</b>	<b>38.73%</b>
<b>Total STORMWATER FUND Revenues</b>	<b>\$ 9,337.00</b>	<b>\$ 3,893.31</b>	<b>\$ 112,044.00</b>	<b>\$ 29,806.34</b>	<b>73.40%</b>
<b>Expenditures</b>					
<b>Materials &amp; Services Expenditures</b>					
696-00-400101 Materials/Supplies	\$ 83.33	\$ 0.00	\$ 1,000.00	\$ 100.00	90.00%
696-00-400136 Asset Management	83.33	0.00	1,000.00	0.00	100.00%
696-00-400140 Administrative Overhead	833.33	0.00	10,000.00	0.00	100.00%
696-00-400160 Equipment Maintenance/Repairs	166.67	0.00	2,000.00	0.00	100.00%
696-00-400173 New Equipment (less than \$5,000)	0.00	0.00	0.00	344.33	0.00%
<b>Total Materials &amp; Services Expenditures</b>	<b>1,166.67</b>	<b>0.00</b>	<b>14,000.00</b>	<b>444.33</b>	<b>96.83%</b>
<b>Contingency/Uapp Ending Fund Balance Expendit</b>					
696-00-401026 Contingency	4,641.17	0.00	55,694.00	0.00	100.00%
<b>Total Contingency/Uapp Ending Fund Balance Ex</b>	<b>4,641.17</b>	<b>0.00</b>	<b>55,694.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total STORMWATER FUND Expenditures</b>	<b>\$ 5,807.83</b>	<b>\$ 0.00</b>	<b>\$ 69,694.00</b>	<b>\$ 444.33</b>	<b>99.36%</b>
<b>STORMWATER FUND Excess of Revenues Over Expend</b>	<b>\$ 3,529.17</b>	<b>\$ 3,893.31</b>	<b>\$ 42,350.00</b>	<b>\$ 29,362.01</b>	<b>30.67%</b>

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
 Revised Budget

*For the Fiscal Period 2023-8 Ending February 28, 2023*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 697,475.17	\$ 282,125.00	\$ 8,743,702.00	\$ 3,672,301.52	58.00%
Total Expenditures	\$ 735,403.33	\$ 69,077.16	\$ 9,240,731.00	\$ 2,892,134.66	68.70%
Total Excess of Revenues Over Expenditures	\$ (37,928.17)	\$ 213,047.84	\$ (497,029.00)	\$ 780,166.86	256.97%





**POLICE DEPARTMENT**  
**Chief of Police, Kevin Martin**  
76435 Ash Street, Oakridge, OR 97463  
PO Box 385, Oakridge, OR 97463  
Voice: 541-782-4232 TDD: 541-782-4232  
Fax: 541-782-2285  
Email: kevinmartin@ci.oakridge.or.us  
Website: ci.oakridge.or.us

## **OAKRIDGE POLICE DEPARTMENT JANUARY 2023 STAFF REPORT**

### **JANUARY 2023 Statistics**

#### **EMR Training – Ongoing**

**Total Major Cases - 24**

**Total Incident Reports - 326**

#### **Oakridge**

23 Major Cases

273 Incident Reports

#### **Westfir**

1 Major Case

31 Incident Reports

23.5 Contract Hours

#### **Lowell**

0 Major Cases

22 Incident Reports

38 Contract Hours



**Emergency Services**  
**Scott Hollett Fire Chief**  
47592 Hwy 58, Oakridge, OR 97463  
PO Box 1410, Oakridge, OR 97463  
Phone 541-782-2416 Ext 302  
Fax: 541-782-2414  
Email: scotthollett@ci.oakridge.or.us  
Website: oakridgefire.us



## Emergency Services Department

**January 2023**

### Training

EMR class currently has 9 students including OPD

4 Fire/EMS Drills

CPR recertification

Jim Cole attended a 4 day Quality improvement course to make sure we are providing the best EMS care possible.

### New Members

1 new Volunteer Application

### Grants

AFG Grant submitted 02/09/2023 for a live fire training prop, Mask fit testing equipment, and training for firefighter I & firefighter II academies. Total grant funds requested \$293,150.00 matching funds requirement \$13,959.52. An application for a hardship waiver for matching funds was submitted.

Waiting on award notification for; OSFM apparatus grant, OSFM staffing grant, OSFM Fuels mitigation grant – submitting for an address marker program (Thank you James for writing/submitting the grant).

Upcoming grant opportunities: SAFER grant (opens this month), OSFM wildland training and PPE grant. FEMA fire prevention grant.

**BIG THANK YOU!** David and Peggy Gordon packaged cans and bottles from the Forest Service overhead team donation of refundables, to the Volunteer Association. They sorted and filled nearly 300 4' tall bags that have been in the WAC for the last few months. They made two trips in a large Rider truck to Eugene and brought in approximately \$6,800 after expenses.

Run stats – Thank you Aric Higdon for supplying the data





# Oakridge Fire & EMS



47592 Highway 58, P.O. Box 1410, Oakridge OR 97463

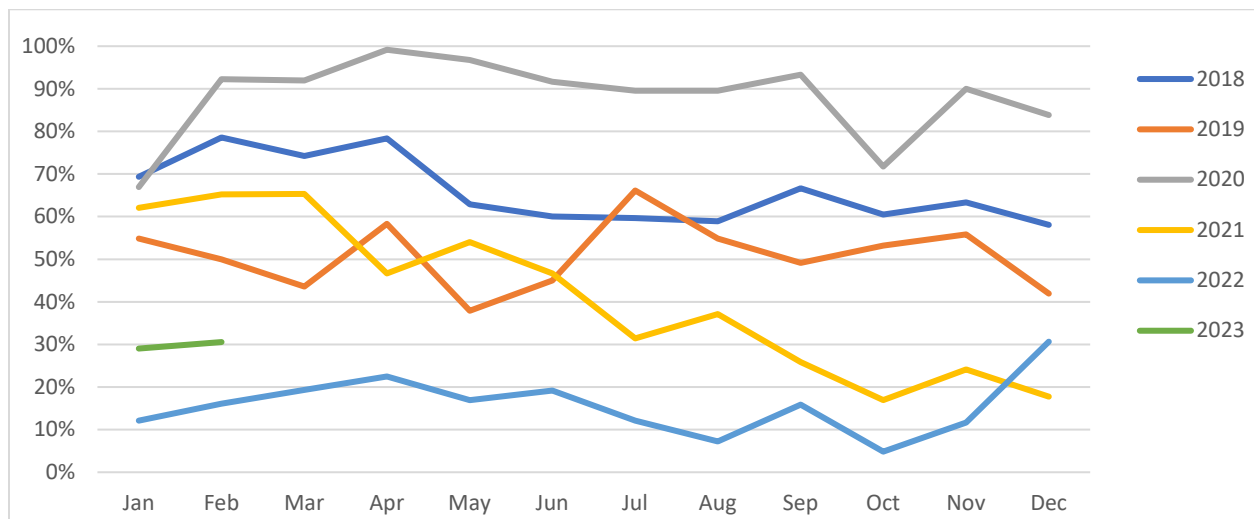
## Fire Department Activity report for 2023

2022	Oakridge	Hazeldell	Westfir	Hwy. 58	USFS	Total
January	65	2	7	15	2	91
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
<b>Grand Total:</b>	65	2	7	15	2	91

## Fire Department Historical January – January

	Oakridge	Hazeldell	Westfir	Hwy. 58	USFS	Total
2018	76	5	7	3	1	92
2019	54	5	2	15	0	76
2020	65	6	0	5	0	76
2021	55	7	5	14	0	81
2022	77	3	5	9	2	96
2023 YTD	65	2	7	15	2	91

## Historical Data of Stipend Coverage





City of Oakridge  
48318 E. 1<sup>st</sup> Street – PO Box 1410  
Oakridge, Oregon 97463  
Phone: 541-782-2258 FAX 541-782-1081

## Public Works

---

Reporting Month: January, 2022

Water Distributed: 16.2 Million gallons

Waste Water Treated: 19.6 Million gallons

Service orders: 22

Locates: 31

Waste water repairs: 0

Water leaks: 1 2Inch main west 1<sup>st</sup> street. Customers without water for 2 hours.

Other tasks performed: Streets, Drainage cleaning, pot hole repairs and sweeping. Water, Valve exercising and mapping, Meter repairs and change outs Read meters and dealt with delinquent accounts. Sewer, cleaned problematic sewers, found heavy grease buildup coming from business spoke with them to get grease problem dealt with. Sewer lift station backup generator failed, problem repaired. Prepped brush pile for Saturday opening.

  
Robeart Chrisman, Maintenance Supervisor

Warming center report to council Feb 16, 2023

Since December 1 We have used the Greenwaters Community Building to give a warm place to sleep to eleven different individuals averaging 4 each evening we are open

We have been open 20 days beginning Dec. 1 providing a meal and a warm place to sleep 41 different times.

The Meals are coordinated by Peggy Marconi and we are grateful to Judy Hampton, Dee Sidwell, Maggie Curtis, Erica Davidson, Peggy Marconi and Mary Richstein, The Nazarene Church and the Baptist church for providing meals.

Susan Hardy, Wendy Dennis, Robert Woodson, and Kaye Collins are on standby for meals as well as Lion Mountain Bakery and Three Legged Crane

Each night requires six people. We have 2 volunteers per shift with three shifts a night.

To date Sixteen community members have donated their time to serve on these shifts in December, January and February. And we are grateful for their commitment and look forward to others who have expressed an interest to also volunteer. All of our volunteers have filled out the city volunteer forms.

John Franks Lanetha Lepdegrave Ken Wright Tink Blankenship Dennis Schwarm Bob Obermeyer Wendy Dennis Susan Hardy	Paul Scott Kathy Holston Scotty Stewart Robert Woodson Marietta Thompson Scott Stewart Debbie Hansen Juliet Ariosa
---	---

The arrangement with the city to use the Greenwaters Community Building included an agreement that if the building was reserved we would find alternative areas, or open later to accommodate rental use. We have complied with this, and have made sure that the building is always clean and organized. And I believe we have been very successful at it also. We promised to keep the City Administrator informed of when we would be using the building and we have worked well with him and appreciate his help.

New sandwich boards were made and are now standing at the Rays Food Center, in front of the Oakridge Pharmacy and in front of the WAC. These sandwich boards have an open or closed option. Thanks to Marissa Lopez the owner of the Campfire for painting them for us. Construction by our volunteers.

We have not had any major behavior issues during the time we have been open and have called upon the police for response only once. A Lane County Warming Center Group attended by Venetia, Cottage Grove, Florence and Eugene/Springfield was formed and Kathy H. Has been attending those monthly meetings. This has enabled all the warming centers to share concerns and solutions as well as inform us of when supplies are available for our warming center. Such as blankets, hats, extra COVID tests, packaged foods, clothing etc. We are also collaborating with the county on what the new Governor's emergency order would mean for us if we were to receive funds, how we can use them to enhance our programs and how quickly we can put them to use to make a difference.

Plans for next year include offering training to our volunteers in CPR, conflict resolution in warming shelter situations. All of which can be done either on line or with the help of Lane County sessions in person. The Egan Warming Centers have also offered to include our volunteers in any training sessions that they have.

In summary, we have had a successful season, but I have to point out that the issue of homelessness in Oakridge is ongoing. We are able to open only when we are at 32 or below. That is a minimum response. If we had more volunteers, or a dedicated staff, we could also open when wet and stormy weather makes living outside unhoused intolerable and dangerous to health. We are fortunate that we have a small handful of people to serve and we have met our stated mission. But we must do more for the housing situation in Oakridge. I would be remiss not to remind council of what I hope they are already aware of. The housing issue affects not only those who have incomes sufficient to purchase a home, but also those whose limited income enables them to only look for subsidized housing. We hope that as plans for the WAC are considered that the use of that facility for a warming center in a shared use space is seen as a vital service to our community. We hope that you will include us in future discussion so we can share our concerns and ideas.

Thank you again to the city council for allowing us to use the Greenwaters Community Building.

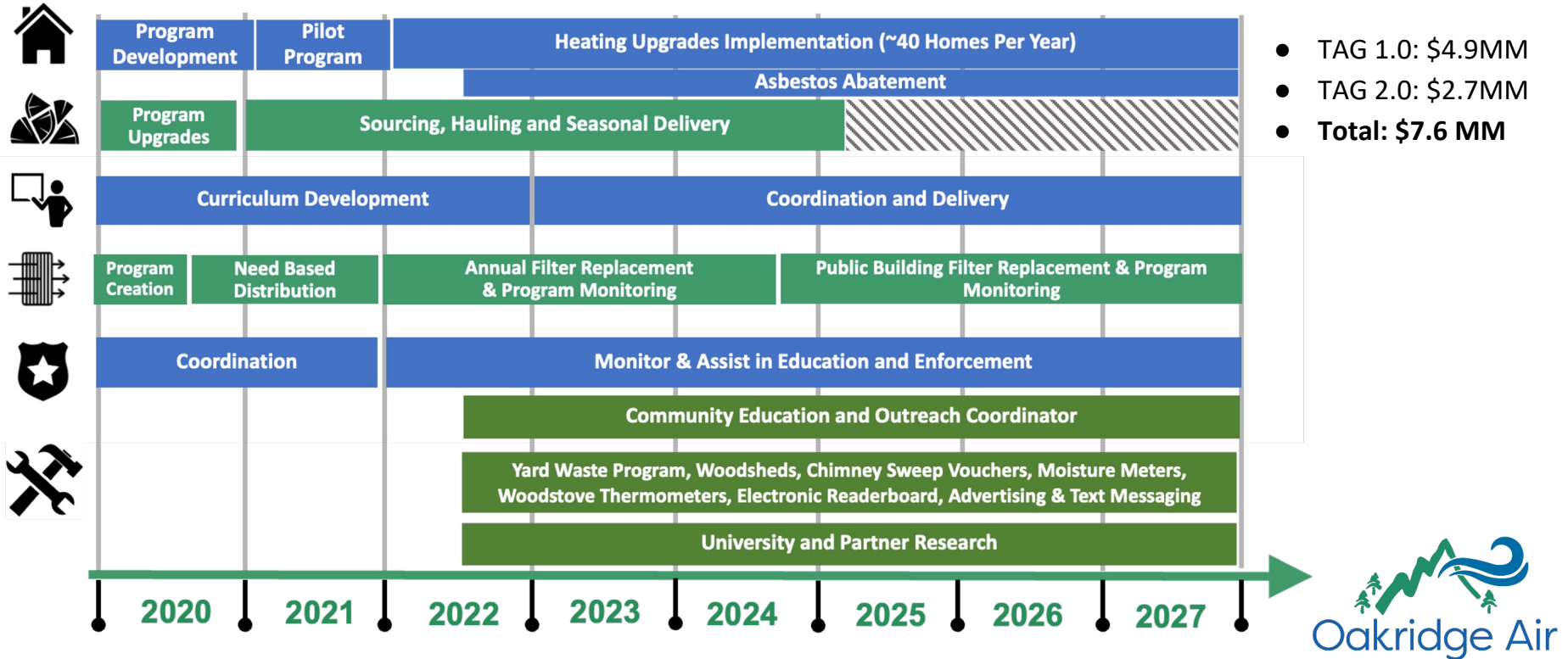
Respectfully,  
Oakridge Warming Center



Oakridge Air



# TAG 1.0 & 2.0 Program Overview



# PM2.5 & PM10 attainment redesignation

Federal Clean Air Act  
(CAA)

## National Ambient Air Quality Standards (NAAQS)

Carbon monoxide  
(CO)

Lead  
(Pb)

Nitrogen dioxide  
(NO<sub>2</sub>)

Ozone  
(O<sub>3</sub>)

Particulate matter  
(PM<sub>10</sub> & PM<sub>2.5</sub>)

Sulfur dioxide  
(SO<sub>2</sub>)

## Oakridge-Westfir Airshed

2006 U.S. EPA adopts more protective PM<sub>2.5</sub> standard.

2009 Airshed designated "nonattainment" for PM<sub>2.5</sub> during worst winter days.

2016 Oakridge-Westfir airshed achieves PM<sub>2.5</sub> standard for 2014-2016.

2018 U.S. EPA recognized compliance with PM<sub>2.5</sub> standard, approves attainment plan.

2021 LRAPA adopts redesignation request, maintenance plans, and rule amendments.

2022 Submittal to EPA, publication in the Federal Register, and effective September 21, 2022.

# Home Heating Upgrades



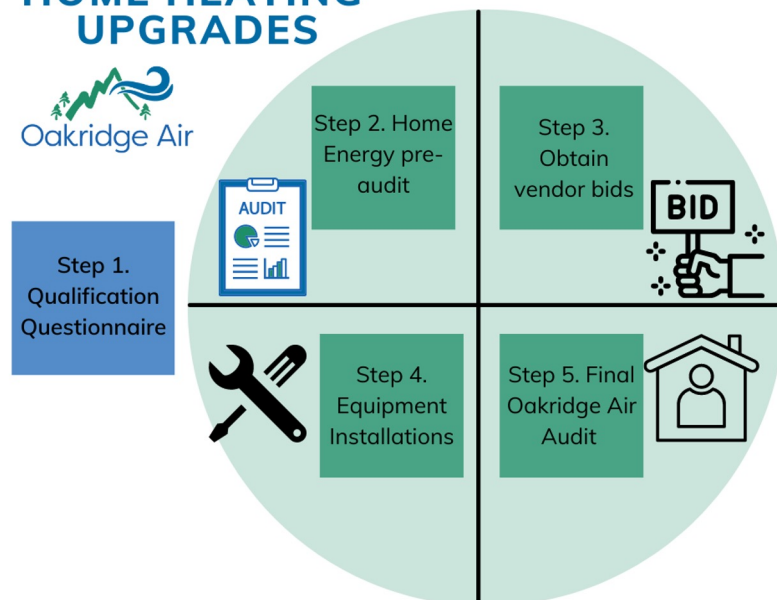
## Program statistics

- Qualifications questionnaires completed– **352**
- Homes in program– **62**
- Homes with initial audits complete– **49**
- Completed homes – **19**

## Changeouts and upgrades (update)

- Wood stove– **24**
- Wood stove opt outs– **3**
- Electrical heat– **28**
- Weatherization– **29**

## HOME HEATING UPGRADES



# Home Heating Upgrades



## Program Reach

- Funding for 195 homes
  - 19 homes completed
  - 43 more homes in the program that are in the process of receiving upgrades

## Program Rate

- Complete approx. 40 homes per year
- Begin new cohorts of approx 10 homes each quarter
- Approx. 1 year from initial audit until the home is completed

# Home Heating Upgrades



## Serviceable Areas

- Wood stove replacement/ inserts
- Electric Heat/ Ductless Heat Pump
- Weatherization (Insulation/air sealing)

## Funding Per Home

- Up to \$20,000 per home (Includes a Home Energy Audit)

Recommendation from Premium Electric	Funding	Homeowner Next Steps
<b>EPA certified wood stove</b> *Weatherization funds may be used to cover cost overages.	\$6500 cap installed	Review contractor list, select stove based on square footage of house.
<b>Electric Heat</b> Install ductless heat pump or other electric heating system.	\$4750 cap installed	Review HVAC contractor list and request bids.
<b>Weatherization</b> *Weatherization funds may not completely address all recommended needs.	up to \$8,500	Remaining funds will address critical insulation, access, and air sealing projects. Review contractor list and select bid.

# Residential Upgrades



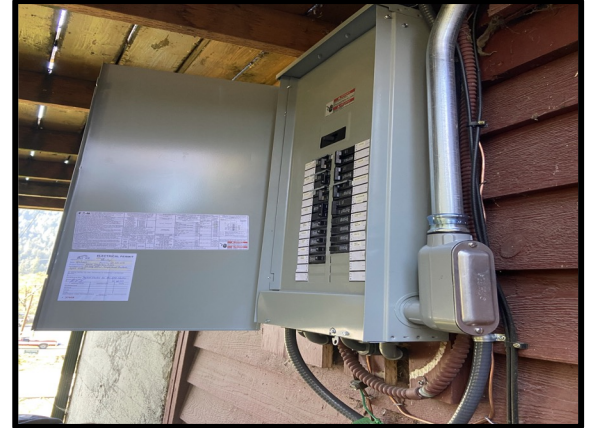
## Ductless Heat Pumps and Electrical



Recommend Stab-Lok panel is replaced



Recommend Zinsco sub-panel is replaced



Old, loud air conditioner



# Home Heating Upgrades



## Weatherization in an (Almost) Complete Home



Before



After, but still needs work

# Home Heating Upgrades



## Certified Wood Stove Upgrade



Before

After

- “I was very happy with the whole process”
- “Thank you so much for all of this wonderful work and program”



# Community Education and Outreach

- **New Position: Outreach Coordinator**
  - Funded by TAG 2.0
- **Outreach Methods**
  - Facebook: @Oakridge Air
  - Website: Oakridgeair.org
  - Email Subscription
  - Physical Flyers on Message Boards
  - Text Service
  - Community Readerboards
  - Community Engagement and Events
  - Outreach and Engagement Plan



**Oakridge Air**

578 likes · 705 followers



Advertise

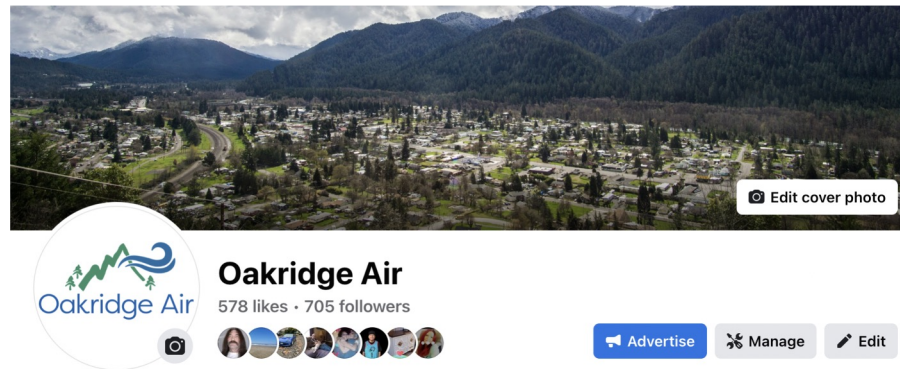
Manage

Edit



# Community Education and Outreach

Facebook: @Oakridge Air



HOME ABOUT SMOKE



HOME HEATING UPGRADES FIREWOOD FIRE SAFETY

## Frequently Asked Questions

### + WHAT IS OAKRIDGE AIR?

The Oakridge Air program supports the Oakridge-Westfir community by connecting residents with resources that improve the area's air quality. Home heating upgrades, air purifiers, seasoned firewood, and education. The program is made possible through an Environmental Protection Agency (EPA) grant as well as additional funding from Oregon Department of Environmental Quality.

### + WHAT IS INCLUDED IN THE OAKRIDGE AIR PROGRAM? WHAT IS OAKRIDGE AIR GOING TO DO FOR THE OAKRIDGE COMMUNITY?

Home Heating Upgrades: Project funding will provide at least 145 homes with weatherization and home repairs, ductless heat

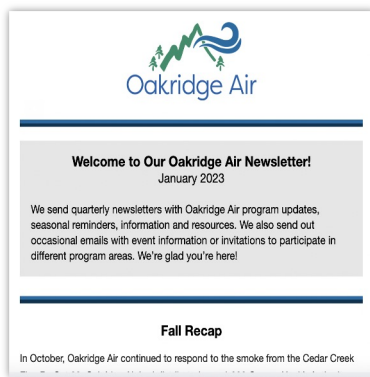
Website: [Oakridgeair.org](http://Oakridgeair.org)



# Community Education and Outreach

## Email Subscriptions

- Quarterly Newsletters



Subscribe to our newsletter!

Sign up with your email address to receive news and updates.

First Name

Last Name

Email Address

We respect your privacy.

## HOME HEATING RESOURCES



### RESOURCES FOR UPGRADING YOUR HOME HEATING SYSTEMS!



#### OAKRIDGE AIR HOME HEATING UPGRADES

Oakridge Air is helping residents stay warm and breathe easier through weatherization, ductless heat pumps, and certified wood stove installations. We are currently piloting the upgrades program beginning with qualified homes on the City of Oakridge's home heating exempt list. We expect to have enough funding for around 125 homes in total. Stay tuned for the next phase of the program targeting old wood stoves and locations with the worst air quality.



Contact us at [updates@oakridgeair.org](mailto:updates@oakridgeair.org) or (541) 782-3422 for more information or visit our website at <https://oakridgeair.org/heating-upgrades>.

Oakridge Air is a limited program focused on reducing woodstove pollution. We will not be able to serve the entire community with our home heating upgrade program. Due to this, we are also sharing additional home heating program resources that you may be eligible for.

#### 2020/2021 60% of Oregon Median Income

Household Size	Gross Monthly Income	Gross Annual Income
1	\$ 2,317.15	\$ 27,806
2	\$ 3,030.10	\$ 36,361
3	\$ 3,743.05	\$ 44,917
4	\$ 4,456.00	\$ 53,472

#### LOW INCOME ENERGY ASSISTANCE PROGRAM (LIEHEAP)

LIEHEAP is a federal program providing financial assistance to low-income households for home heating and energy bills. It is a seasonal program that begins every November. Funds are disbursed on a first-come, first-serve basis.

LIEHEAP Qualifications:

- Applicants must live in the household

#### ABOUT OAKRIDGE AIR

The EPA granted \$7.6 million across two Target Airshed grants to the Oakridge & Westfir community to work on issues related to summer wildfire and wintertime wood smoke. Oakridge Air formed to implement solutions with programs such as Fire Safety and Firewise, the Community Firewood Program, the Cleaner Indoor Air Program, and the Home Heating Upgrades Program.



#### WHAT DO THESE PROGRAMS ADDRESS?

These programs are designed to decrease wildfire fuels through prescribed fire and community fuel reduction, inform the community of prescribed fire or high smoke days, provide cleaner air in public and private spaces, and provide home heating upgrades to reduce emissions and keep homes safe.

#### HOME HEATING UPGRADES PROGRAM

The home heating upgrades program provides up to \$20,000 of upgrades per home for 195 qualified homes. A home energy auditor evaluates the home's needs, specifically for:

- Upgrading non-EPA certified woodstoves
- Installing electrical heating with ductless heat pumps (DHPs).
- Providing weatherization to ensure that heat stays within the home.

This program is FREE to the resident. To learn if your home qualifies, contact us.

✉ [Upgrades@OakridgeAir.org](mailto:Upgrades@OakridgeAir.org)  
☎ 541-782-3422

#### COMMUNITY FIREWOOD PROGRAM

The Community Firewood Program provides dry firewood at or below 20% moisture to the community. Subsidized rates are offered for senior citizens, disabled or Oakridge heating exempt list participants. Call 541-782-3422 or visit [oakridgeair.org/firewood](http://oakridgeair.org/firewood).

#### FIRE SAFETY

The Fire Safety Program informs the community when prescribed fire is scheduled to occur near the Oakridge/Westfir community. Signs are posted at community boards, and online on Facebook and on [oakridgeair.org](http://oakridgeair.org).

#### FIREWISE

Firewise is a voluntary program where community members help reduce fire ignition sources on their property. This program includes the City of Oakridge Yard Waste Disposal Program. For more information or for a free home assessment contact 541-782-3422 or [oakridgeair.org/firewise](http://oakridgeair.org/firewise).

#### CLEANER INDOOR AIR

Cleaner air spaces serve as a refuge during periods of poor air quality. HVAC air filtration upgrades were given to the High School and Oakridge Library. Over 1,600 portable air purifiers have been provided to vulnerable community members. Contact us to inquire if we currently have more available for qualified applicants.

## Printed Flyers



# Smoke Communications

- Smoke Safety Plan - coordinated via [smoke@oakridgeair.org](mailto:smoke@oakridgeair.org)
- Reshared daily smoke forecasts via Facebook
- Info kiosks at key community locations (Ray's Food Place, Westfir Portal)

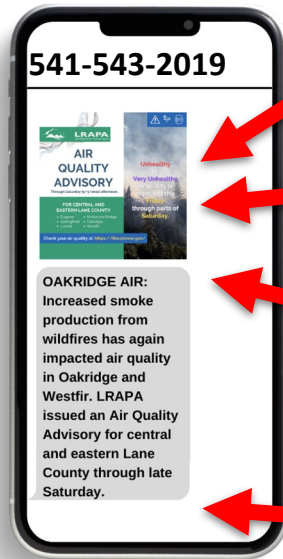


# Oakridge Air Text Updates

## SIGN UP FOR TEXT ALERTS

There are two ways to sign up for text alerts:

1. Text "Oakridge Air" to 541-543-2019
2. Sign up online by [clicking here](#)



7/1/22 to 1/31/23

- 31 messages sent
- 873 Subscribers



# Community Firewood Program



- 104 cords delivered this fiscal year
- 82% customers senior, disabled or home heating exempt list
- CFP highlighted in a new Oregon Department of Forestry film series on restoring federal forest lands

[Building Community: Oakridge and Westfir](#)



# School Education



- Woodsheds are back in production thanks to the Junior High woodshop class
  - Seven sheds are being built this term to be delivered to the community
  - We have funding from TAG 2.0 for approximately 150 sheds
- School curriculum delivery coming this school year



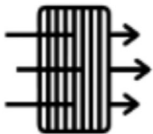
# Cleaner Indoor Air

- **Residential air purifiers:**

- All EPA-funded stand alone air purifiers were deployed in 2020-2021
- We have continued to distribute free, replacement filters for residents that received Winix air purifiers
- The Cedar Creek Fire & smoke response prompted us to seek resources beyond TAG funding to address the prolonged, hazardous AQI between September-October, 2022 (*1100 units distributed*)

- **School & public buildings:**

- All proposed air filtration devices were installed in summer 2020, however we learned during the Cedar Creek Fire that the air ventilation system at the high school only functions when heat is in use, which is good for winter woodsmoke but does not function for mitigating wildfire smoke





# Code Enforcement

To date in 2022, the Oakridge Police Department has conducted the following smoke & code enforcement activities:

- 1600 total hours
- 14 responses to reports of illegal burns
  - 4 citations issued
  - 3 warnings
  - 5 fires extinguished
  - 4 unfound
  - 1 out of OPD jurisdiction (referred to LRAPA)
- 3 staff trained/recertified for smoke



# Community Firewood Program

## This Season



- 103 cords delivered so far this year (year start July 2022)
- 96% customers senior, disabled or home heating exempt list



# School Education



- Middle Fork Willamette Watershed Council (MFWWC) serving as school education coordinator
  - Liaising with Oakridge School District (OSD) to implement curriculum on air quality and smoke in classrooms
  - Working with Oakridge Library on check-out program
  - Coordinating wood shed program with woodshop class

# Wood sheds



- Wood sheds are back in production thanks to the Junior High woodshop class
  - Seven sheds were built and delivered to the community in December
  - We have funding from TAG 2.0 for approximately 150 sheds



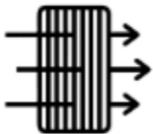
# Cleaner Indoor Air

- **Residential Personal Air Purifiers**

- Multiple models distributed in separate rounds from 2020-2023

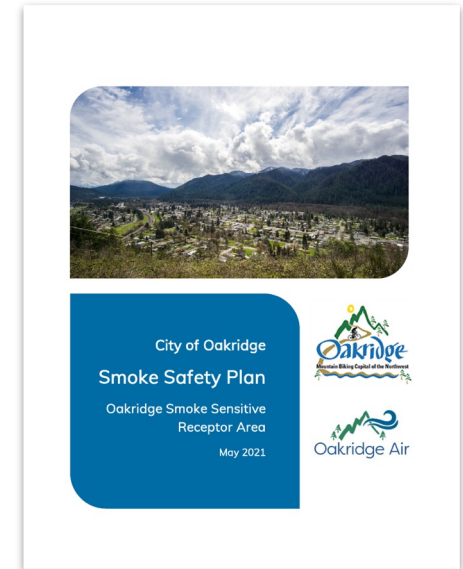
- **School & Public Buildings**

- Air filtration system upgrades were completed at the Elementary school, High School, and Oakridge Library in the summer 2020. Standalone purifiers were distributed to public buildings including Westridge, City Hall, and the Oakridge Police Department.
  - HEPA Filtration
  - School and library- “Cleaner Air Spaces” during smoke events
- We learned during the Cedar Creek Fire that the air ventilation system at the high school only functions when heat is in use, which is good for winter woodsmoke but does not function for mitigating wildfire smoke



# Leveraged Funding

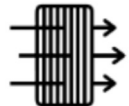
- **Oregon Department of Environmental Quality** **\$199K**
  - Community Response Plan for Smoke
  - Smoke Mitigation Implementation
  - Alternatives to Burning Fuels Reduction (24 ac)
- **Communities and Collaboratives, Action, Implementation and Mitigation**  
**\$65K**
- **Oregon Department of Forestry**  
**\$708K**
  - Laurel Butte Landscape Resiliency Project (150 ac)
  - Dunning Road Small Forestlands Grant (110 ac)
  - Firewise USA Grant (30 ac)
- **Oregon Health Authority Purifiers**



# Cleaner Indoor Air: Personal Air Purifiers

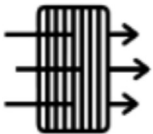
## History of Air Purifier Distribution

- EPA-funded stand alone air purifiers were deployed in 2020-2021 to a population identified as high needs
  - **Honeywell**
  - **Winix**
- The Cedar Creek Fire & smoke response prompted us to seek resources beyond TAG funding to address the prolonged, hazardous AQI between September-October, 2022.
  - OHA supplied and OA distributed over 1,100 air purifiers for qualified individuals
    - **Grovpure Aspen**



# Cleaner Indoor Air: Personal Air Purifiers

## Cedar Creek Smoke Response

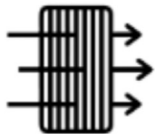




# Cleaner Indoor Air: Personal Air Purifiers

## Residential air purifiers:

- Over 1,600 air purifiers in total have been distributed
  - 500 EPA- TAG funded purifiers (a combination of **Winix** and **Honeywells**) which were distributed in 2020-2021,
  - 1,000+ Oregon Health Authority provided purifiers (**Grovpure Aspen**) which were distributed in 2022 during the Cedar Creek Fire
  - 100 miscellaneous donated purifiers during Cedar Creek
- We estimate that most homes in Oakridge have been reached and now have an air purifier in the home.



# Firewise & Wildfire Safety Night

## FIRE

**RESCHEDULED:**

Oakridge-Westfir  
Community  
Wildfire Safety Night

Forward Together: Restoring  
Oregon's Forests Film Screening

+

Fire Preparedness Info Booths

+

Guest Speakers & Community  
Discussion

Thursday, July 14, 2022

Doors open - 5:00 p.m.

Event starts - 6:00 p.m.

Greenwaters Park Amphitheater

### JOIN US!



Get to know community  
partners



Bring your lawn chair



Learn more about  
prevention projects



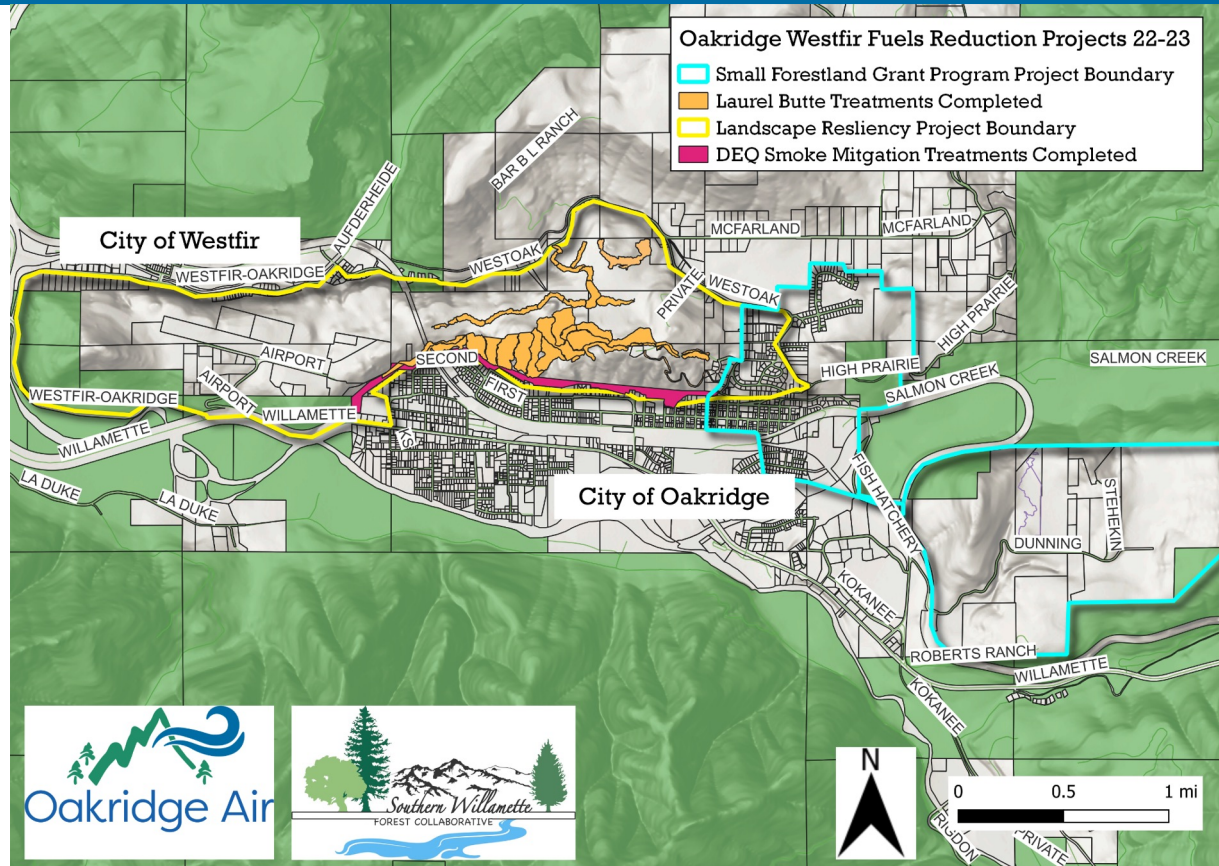
Wildfire engine tours



Bring a picnic or enjoy  
some local grub!



# Fuels Reduction



# In Closing



## Successes

- Meeting program goals
- Leveraging funding for more resources for community

## Challenges

- Weatherization installations, checks and timeline
- All vendors' timeline and recruitment
- Vendor damages and remedies

## Next Steps

- **Recruiting more vendors (wood stove and weatherization)**
- **Starting more cohorts**
- **Semi-Annual Meeting, April 27th, 10AM-12PM**

## Business of the City Council

City of Oakridge, Oregon

February 16, 2023

**Agenda Title:** Committee Appointments

**Agenda Item No:** 15.1 – 15.9

**Proposed Council Action:** Approve committee appointments

**Exhibit:** (1) Applications  
(2) Committees' spreadsheet

---

### ISSUE:

- (1) Consider applicants for Committee/Commission/Board appointments.
- (2) Appoint a City Council member to the Library Board.

The Council Rules of Procedure, chapter 7. II. A. states "Unless otherwise mandated by state law, the mayor, subject to approval by the council, shall appoint the members of any board, commission or committee authorized by the council.

**FISCAL IMPACT:** None

**OPTIONS:** (1) Approve the appointments below.  
(2) Do not approve one or more of the appointments below.

**RECOMMENDATION:** Approve the appointments.

### RECOMMENDED MOTIONS:

15.1 I move we appoint **Douglas Leander** to Seat 2 of the **RTMP/TRT Committee** for a term expiring in December of 2025.

15.2 I move we appoint **Kelly Wynant** to Seat 3 of the **RTMP/TRT Committee** for a term expiring in December of 2025, **and** to seat 4 of the **OEDAC** for a term expiring in December of 2026.

15.3 I move we appoint **Marietta Thompson** to Seat 3 of the **Public Safety Committee** for a term expiring in December of 2025.

15.4 I move we appoint **David Ackland** to the **Special Fire District Subcommittee**.

15.5 I move we appoint **Su Stella** to Seat 4 of the **RTMP/TRT Committee** for a term expiring in December of 2025.

15.6 I move we reappoint **Gail Partain** to Seat 3 of the **Planning Commission** for a term expiring in December of 2026.\*

*\*This is the 5<sup>th</sup> City Council meeting Council has attempted to reappoint Ms. Partain to the Planning Commission. She has also missed all of the Planning Commission meetings for the past 4+ months.*

15.7 I move we appoint **Norine “Tink” Marquardt** to Seat 4 of the **Public Safety Committee** for a term expiring in December of 2025, **and** to the **WAC Subcommittee**.

15.8 I move we appoint **Sarah Altemus-Pope** to Seat 3 of the **OEDAC** for a term expiring in December of 2026.

15.9 I move we appoint **Councilor \_\_\_\_\_** to the **Library Board** as the City Council representative.



City of Oakridge form for Individual Volunteer Activity  
Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.

Committee or type of volunteer work you are interested in: RTMP & TRT Committee

Name: Douglas Michael Leander

Address: 48041 Hwy 58 Unit 4 Oakridge OR 97463

Is your residence in the City of Oakridge: YES  NO

Telephone where you can be reached: \_\_\_\_\_

Employer/Occupation: retired

E-mail Address: dmleander@gmail.com

Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:

I planned and organized special events for the Oregonian newspaper in Portland, where I worked for 21 years.

In order to do a brief background check, please provide the following information:

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.

I, the undersigned participant, acknowledge that I have read and understand the above release.

Participant Name (Printed): Douglas M Leander

Participant Signature: *Douglas M. Leander*

Date: 01/26/2023

The City of Oakridge is an equal opportunity, affirmative action institution committed to cultural diversity and compliance with the Americans with Disabilities Act.



**If participant is under age 18, a parent or guardian must sign this form.**

**As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.**

**Parent/Guardian Name (Printed):**

**Relationship to participant:**

**Parent/Guardian signature:**

**Date:**

**If applying for a Board or Committee, please tell us why you are interested in serving.  
I would like to be of service to my beloved city of Oakridge.**

**Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:**

- |                                   |                          |   |                          |                                     |                                     |
|-----------------------------------|--------------------------|---|--------------------------|-------------------------------------|-------------------------------------|
| Planning Commission               | <input type="checkbox"/> | Budget Committee                        | <input type="checkbox"/> | Audit Committee                     | <input type="checkbox"/>            |
| Administration Advisory Committee | <input type="checkbox"/> | Library Board                           | <input type="checkbox"/> | Public Parks & Community Services   | <input type="checkbox"/>            |
| Public Safety Committee           | <input type="checkbox"/> | Economic Development Advisory Committee | <input type="checkbox"/> | Rural Tourism & Marketing Committee | <input checked="" type="checkbox"/> |





**City of Oakridge form for Individual Volunteer Activity**

**Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.**

**Committee or type of volunteer work you are interested in:**

Name: Kelly Wynant

Address: 76512 Poplar ST

Is your residence in the City of Oakridge: YES  NO

Telephone where you can be reached: 503 869 0186

Employer/Occupation: Retired

E-mail Address: kellywynant@comcast.net

Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position: I WAS A production SUPERVISOR AT A LARGE Sem. conductor company for 25 YEARS. I managed A Rubber MAKING company FOR 3 YEARS. NO public service experience

In order to do a brief background check, please provide the following information:

Date of Birth:

Place of Birth:

I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.

I, the undersigned participant, acknowledge that I have read and understand the above release.

Participant Name (Printed):

Kelly Wynant

Participant Signature:

A handwritten signature in black ink, appearing to read "Kelly Wynant", written over a printed name.

Date:

2/1/23



**If participant is under age 18, a parent or guardian must sign this form.**

**As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.**

**Parent/Guardian Name (Printed):**

**Relationship to participant:**

**Parent/Guardian signature:**

**Date:**

**If applying for a Board or Committee, please tell us why you are interested in serving.**

I recently retired here in Oakridge. I love the area and would like to become active in seeing this town reach its full potential.

I have not been involved in local government before, but I have been in production management for over 30 years which has taught me good communication skills.

**Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:**

- |                          |                          |   |                                     |                                      |                                     |
|--------------------------|--------------------------|---|-------------------------------------|--------------------------------------|-------------------------------------|
| Planning Commission      | <input type="checkbox"/> | Budget Committee                        | <input type="checkbox"/>            | Wac Subcommittee                     | <input type="checkbox"/>            |
| Administration Committee | <input type="checkbox"/> | Library Board                           | <input type="checkbox"/>            | Parks & Community Services Committee | <input checked="" type="checkbox"/> |
| Public Safety Committee  | <input type="checkbox"/> | Economic Development Advisory Committee | <input checked="" type="checkbox"/> | Rural Tourism & Marketing            | <input checked="" type="checkbox"/> |



**City of Oakridge form for Individual Volunteer Activity**

**Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.**

Committee or type of volunteer work you are interested in: *Public Safety Committee*

Name: *Marietta Thompson*

Address: *47947 Commercial St.*

Is your residence in the City of Oakridge: YES  NO

Telephone where you can be reached: \_\_\_\_\_

Employer/Occupation: *Retired DV Advocate*

E-mail Address: *mettarose49@hotmail.com*

**Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:**

*DV advocate 27 yrs. - resource knowledge -  
Warming center volunteer - see needs for homeless + Mental Health  
ARC - community mtg - + collaboration Mtgs attendee Support services*

**In order to do a brief background check, please provide the following information:**

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

**I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.**

**I, the undersigned participant, acknowledge that I have read and understand the above release.**

Participant Name (Printed): *Marietta Thompson*

Participant Signature: *Marietta Thompson*

Date: *1-27-2023*

**RECEIVED**

*1/30/23*



If participant is under age 18, a parent or guardian must sign this form.

As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.

Parent/Guardian Name (Printed):

Relationship to participant:

Parent/Guardian signature:

Date:

If applying for a Board or Committee, please tell us why you are interested in serving.

I have been involved with some of the neediest persons in our community for 18 yrs. 14 yrs as DV advocate here in Oakridge. Retired and volunteering with the warming Center and see the need for more services needed here for the homeless and mentally challenged. I've seen services depleting and want to see us bring more services to support the needs and safety of all of our citizens and neighbors.

Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:

Planning Commission

Budget Committee

Wac Subcommittee

already on

Administration Committee

Library Board

Parks & Community Services Committee

Public Safety Committee

Economic Development Advisory Committee

Rural Tourism & Marketing

RECEIVED

00119505



**City of Oakridge form for Individual Volunteer Activity**  
Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.

Committee or type of volunteer work you are interested in: *Special Fire District Sub Comm*

Name: *David Ackland*

Address: *48265 Com. St. Oakridge Or, 97463*

Is your residence in the City of Oakridge: YES  NO

Telephone where you can be reached: *541-914-8072*

Employer/Occupation: *Retired*

E-mail Address: *acklanddave@yahoo.com*

Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:

In order to do a brief background check, please provide the following information:

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.

I, the undersigned participant, acknowledge that I have read and understand the above release.

Participant Name (Printed): *David Ackland*

Participant Signature: *David Ackland*

Date: *1-25-2023*



Received  
1/25/23

If participant is under age 18, a parent or guardian must sign this form.

As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.

Parent/Guardian Name (Printed):

Relationship to participant:

Parent/Guardian signature:

Date:

If applying for a Board or Committee, please tell us why you are interested in serving.

To Mayor Brian Cuthen

Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:

- |                          |                                     |   |                          |                                      |                          |
|--------------------------|-------------------------------------|---|--------------------------|--------------------------------------|--------------------------|
| Planning Commission      | <input type="checkbox"/>            | Budget Committee                        | <input type="checkbox"/> | Wac Subcommittee                     | <input type="checkbox"/> |
| Administration Committee | <input type="checkbox"/>            | Library Board                           | <input type="checkbox"/> | Parks & Community Services Committee | <input type="checkbox"/> |
| Public Safety Committee  | <input checked="" type="checkbox"/> | Economic Development Advisory Committee | <input type="checkbox"/> | Rural Tourism & Marketing            | <input type="checkbox"/> |

currently on



**City of Oakridge form for Individual Volunteer Activity**

**Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.**

Committee or type of volunteer work you are interested in:

Name: *SU Stella*

Address: *48464 VINE ST. OAKRIDGE OR 97463*

Is your residence in the City of Oakridge: YES  NO

Telephone where you can be reached:

Employer/Occupation: *SELF*

E-mail Address: *LOVESUSTELLA@GMAIL.COM*

Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:

*See attached*

In order to do a brief background check, please provide the following information:

Date of Birth:

Place of Birth:

I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.

I, the undersigned participant, acknowledge that I have read and understand the above release.

Participant Name (Printed): *Susan Stella-Meil:*

Participant Signature: 

Date: *1-25-23*

**RECEIVED**  
*1/24/23*



If participant is under age 18, a parent or guardian must sign this form.

As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.

Parent/Guardian Name (Printed):

Relationship to participant:

Parent/Guardian signature:

Date:

If applying for a Board or Committee, please tell us why you are interested in serving.

See attached

Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:

- |                          |                          |   |                          |                                      |                                     |
|--------------------------|--------------------------|---|--------------------------|--------------------------------------|-------------------------------------|
| Planning Commission      | <input type="checkbox"/> | Budget Committee                        | <input type="checkbox"/> | Wac Subcommittee                     | <input type="checkbox"/>            |
| Administration Committee | <input type="checkbox"/> | Library Board                           | <input type="checkbox"/> | Parks & Community Services Committee | <input type="checkbox"/>            |
| Public Safety Committee  | <input type="checkbox"/> | Economic Development Advisory Committee | <input type="checkbox"/> | Rural Tourism & Marketing            | <input checked="" type="checkbox"/> |

RECEIVED



Hello Oakridge,

My name is Su Stella. I have lived in Oakridge for 6 years.

I have lived and worked in travel dependent towns and at tourist based jobs my whole adult life. I understand the concepts of tourist, shoulder and off seasons and I have ideas on how to improve our tourist seasons.

I wrote monthly travel articles for Louisiana Road Trips for over 12 years. When we arrived in Oakridge I worked for Cedar Creek Cafe and Cog Wild. The amount of money and the caliber of tourists that visit and pass through this town is staggering and mainly untapped.

In 2019, I started a free online travel magazine called Hippie Day Tripper. My first 2 issues cover parts of the Oakridge/Westfir area. I did not ask any business in town for a penny but I tried to include all the ones that I could. I wrote and photographed 98% of everything in the magazines and I did all the graphics and design work.

In April of 2020, we were getting ready to hit the coast to sell ad space and that was put to a halt. I have not touched it since then.

In the past I have worked for Moonbot Movies, Cirque du Soleil and as a high limit blackjack dealer. I take customer service and my work very seriously. I am in the process of finishing my book Sizzling Hot Pizza this week. [Www.SizzlingHotPizza.com](http://www.SizzlingHotPizza.com)

Please visit [www.HippieDayTripper.com](http://www.HippieDayTripper.com) to read the magazines.

I must get back to finishing my book.

Thanks Su Stella

541-731-7053 – text is best



# Day Trips



## Fish Hatchery The Best in Oregon

- \*Picnic \*Hike \*Bike
- \*Restrooms \*Unique Flora
- \*Free Museum \*Feed the Fish
- \* Admire the Wood Carvings
- \*Free Mini Golf \*Interpretive Trail
- \*Some Handicap Access

## Greenwaters Park

### Scenic Stop for the Whole Family

- \* Picnic \*Hike \*Bike
- \*Restrooms \*Local History
- \*Playground \*Amphitheater
- \*Large RV Parking
- \* Some Handicap Access

## Office Covered Bridge Westfir

### A Favorite Gathering Place

- \* Picnic \*Hike \*Bike
- \*Restrooms \*Water Fountain
- \*Playground \*Bike Wash
- \* Some Handicap Access



Photo Taken at Diamond Drive (C) Su Stella 2020

## Top Ten Things To Do

1. Visit Uptown Oakridge- Drink, Dine & Shop
2. Invest in Local Art or Go on a Mural Hunt
3. Disc Golf -at Osprey Park or the Old Mill
4. Bring Your Clubs to Circle Bar Golf in Westfir
5. Get Wet at the McCredie Hot Springs
6. Grab 'a Bite' then Go Bowling
7. Saturdays Enjoy the Pioneer Museum
8. Ride Your ATV at Huckleberry Flats OHV
9. Bring Your Skateboard to Horton Park
10. Toss a Ball around at Diamond View Park



For More Local Details Visit

[www.HippieDayTripper.com](http://www.HippieDayTripper.com)

& Enjoy Free PNW Online Travel Magazines.



All photos and text  
Copyright Su Stella  
2021



Welcome to the Gateway of the  
Willamette National Forest

# Oakridge & Westfir Oregon

You Will LOVE Our Local  
Restaurants, Distillery, Brewery,  
Dispensaries, Artists, Activities,  
Talent, Scenery & Vibe.



Greenwaters Park (C) Su Stella 2020

BRING YOUR ~Hammock, RV, Tent,  
Fishing Gear, Camera, Rafts, Boats,  
ATV, Golf Clubs, Imagination, Paints,  
Bowling Ball, Skis, Disc Golf Gear,  
Hiking Boots, Canoes, Motorcycle &  
Bikes {Mountain, Electric and Touring}.



## Diamond Drive

Forest Road 21

### Oakridge

This stunning scenic road twists and turns along the Hills Creek Reservoir and into the forest. Bring your camping, fishing gear and boat. Keep your camera ready for the views.

#### Start Your Trip Meter at the Sign

- 14 Top of Dam
- 3.3 Larison Cove Trail & Canoe Launch
- 5.2 Packard Camp & Boat Launch
- 10.7 Bingham Boat Launch
- 11.7 Sand Prairie Camp
- 12.4 Middle Fork Trail
- 17.5 Turn for Warner Tower
- 20.2 Campers Flat & Young Rock Trail
- 22.5 Ponderosa Grove
- 24.9 Sacandaga Camp
- 29.1 Indigo Springs
- 32 Turn at the sign
- 39.5 Summit Lake
- 40.5 Timpanogas Lake

## Highway 58

Your Road to Adventure

The 58 is your road to outdoor activities. This beautiful road winds by the Lookout Point Reservoir. Watch for animals. Take it easy and enjoy the unique scenery.

#### Mile Marker and Locations

- 12 Dexter Shores State Park
- 14 Lowell Covered Bridge
- 15 Lookout Point Reservoir
- 21 Hardesty Trail
- 24 Eula/ Lawler Trail
- 28 Black Canyon Campground
- 32 Middle Fork Rangers Station
- 32 Turn for the Town of Westfir
- 34 The Town of Oakridge
- 35 Turn for Uptown
- 36 Greenwaters Park
- 37 Fish Hatchery and Park
- 44 Blue Pool Camping
- 45 McCreddie Hot Springs
- 57 Sait Creek Water Fall
- 59 Waldo Lake (Mosquitos!)
- 61 Gold Lake & Snow Park
- 62 Willamette Ski Resort
- 63 Pacific Crest Trail

## Aufderheide

Forest Road 19

### Westfir

Start your journey at the Office Covered Bridge in Westfir. Then continue your adventure on the curvy and lush West Cascades Scenic Byway.

#### Start Your Trip Meter at the Sign

- .08 Swimming Hole
- 6.4 Photo op of a lovely river
- 8.0 Interpretive Sign
- 8.6 North Fork of the Middle Fork
- 14 Huckleberry Flats OHV turn
- 27 Constitution Grove
- 32 Box Canyon & Horse Camp
- 36.6 Roaring River Camp
- 36.8 Frissel Crossing Camp
- 37 Olallie Trail
- 43.5 Red Diamond Camp
- 44.3 Rebel Trailhead
- 50. French Pete Camp
- 51.5 Cougar Crossing Camp
- 53.5 Twilinger Hot Springs
- 60 Cougar Dam
- 68 McKenzie Highway 126

\*Catch a Bike Shuttle Up a Mountain \*Get Permits & Passes \*Stock Up on Bait \*Rent Bikes & Recreation Gear \* Play Disc Golf  
\*Take a Dip in the Hot Springs\*Visit the Office Covered Bridge \* Enjoy a Leisure Hike \*Discover History in Uptown Oakridge

 **HIGHWAY 58**  
Toward Bend



**HIGHWAY 58**



**HIGHWAY 58**   
Toward Eugene

 Diamond Drive



 Oakridge & Uptown



 Westfir & Aufderheide

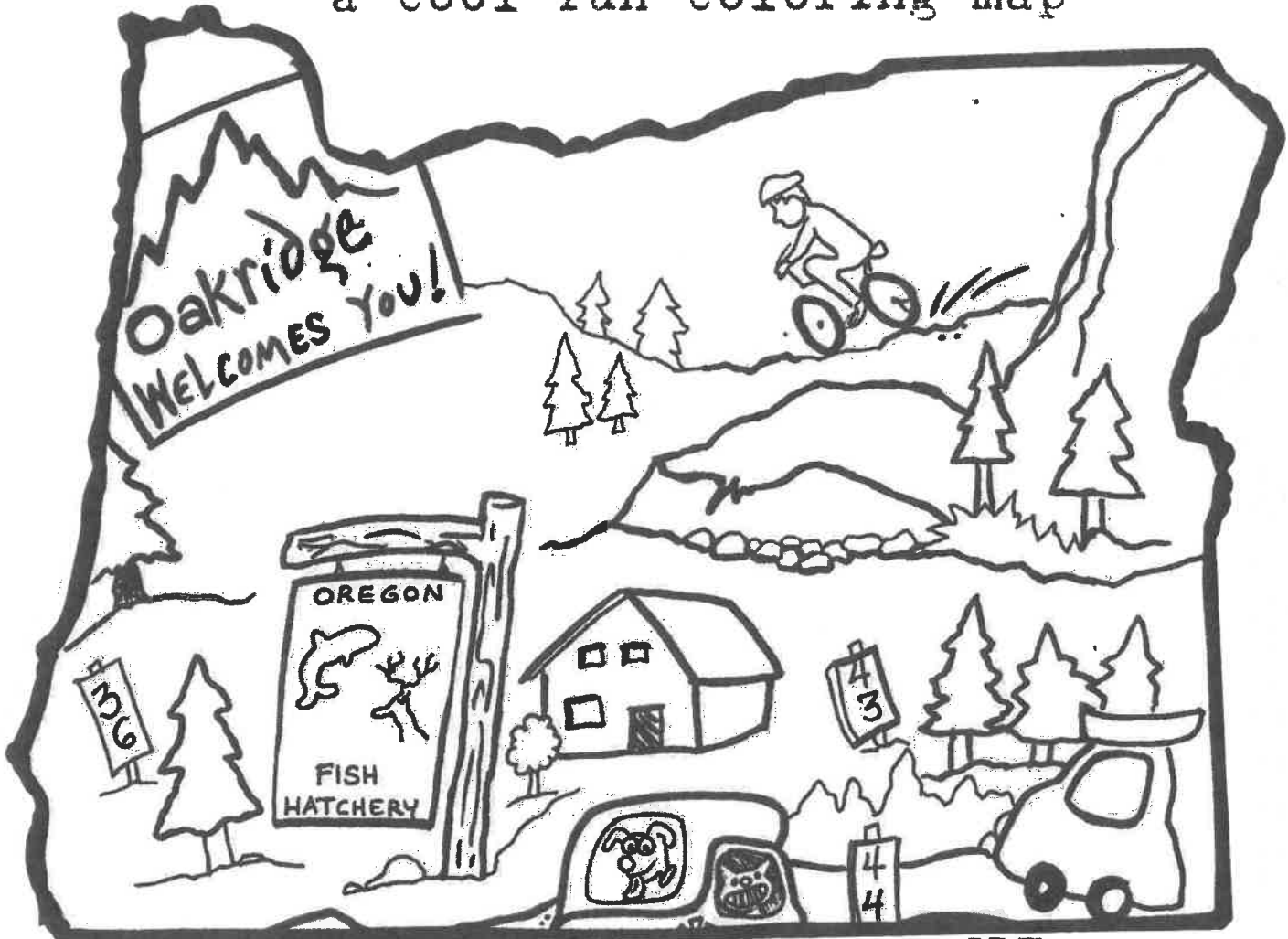




# Explore Oregon

Highway 58 from Oakridge to Willamette Pass

a cool fun coloring map



Map 2 58 to Will Pass

[www.XPLOregon.US](http://www.XPLOregon.US)

## **The 58 is GREAT!**

Come explore the town of Oakridge & visit the Fish Hatchery, or Greenwaters Park. Travel the 58 to the McCredie Hot Springs, Salt Creek Waterfall, Waldo Lake, or the Willamette Ski Resort. Stay at our beautiful campgrounds, cabins or parks.

**Any season is the right one to enjoy the 58!**

Created and Printed in Oregon.

Copyright Su Stella 2017

Info@SuStella.com 541-731-7053

## ***The 58 is Great!***

Welcome to Oakridge. The population sign boasts that 3320 folks live here. Even though the town has one stop light, there is a grocery store, movie rental, florist, massage therapists, several unassuming yet top notch restaurants, fast food joints, a huge thrift store, and so much more. There is an 'uptown' and a 'downtown' with a vast array of local businesses. Enjoy the mountain views as you drive through town.

Oakridge is the recreational capital of the state. It is paradise for mountain bikers, hikers, bird watchers, fisherfolks and nature enthusiasts. People come from all over the world to enjoy the great outdoors and meet the friendly locals. You can rent mountain bikes, canoes & outdoor gear or catch a ride to the top of a mountain and bike the trails down.

In town, a visit to the Willamette Fish Hatchery is free. Huge tanks raise various young salmon and sport fish, until they are big enough to be released. The petite museum has the range of taxidermy animals that can be spotted locally. The lovely grounds have live birds to photograph. There is a free mini golf course and chain saw carvings to enjoy.

Greenwaters Park is a wonderful place to have a picnic. You can ride on the swings, or a walk along the river for a bit of exercise. After that, go 'Uptown' and visit the Pioneer Museum that highlights the past. It is open on Saturdays, so mark your calendar.

There are many campgrounds just outside of town for primitive tent camping to RV spots, although a lot of it is seasonal. If camping is not your thing Oakridge has a lodge, hotels and bed & breakfasts, to relax and enjoy lazy afternoons and peaceful nights.

The drive out of town is strikingly beautiful with tall trees and lovely rivers. The craggy Kwis Kwis Butte juts above the trees. About 8 miles out of town there is McCredie Hot Springs. Bring your bathing suit and soak in the natural springs at the river.

Travel through 15 more miles of breathtaking scenery, and you will get to the Salt Creek Falls, the second highest waterfall in the state, there is a fee but let me tell you it is worth it.

The waters of Waldo Lake are so clear you can see one hundred feet down. Since this is one of the purest lakes on the planet you are not allowed to use a motor boat, so bring your canoes and kayaks.

Winter is a great time to visit this area. The Gold Lake Sno-Park has trails to enjoy. Bring your skis to the Willamette Ski Resort, it is 5500 feet above sea level so enjoy the view. If you are feeling bold, you can hike the Pacific Crest Trail from Mexico to Canada. Come have fun.

***No matter what time of year you visit, there is plenty of great things to do!***



**City of Oakridge form for Individual Volunteer Activity**  
Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.

Committee or type of volunteer work you are interested in:

Name: *Gail Partain*

Address: *48467 Umier St*

Is your residence in the City of Oakridge: YES  NO

Telephone where you can be reached:

Employer/Occupation: *Retired*

E-mail Address: *[Handwritten email address]*

Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:

*Current planning Commissioner*

In order to do a brief background check, please provide the following information:

Date of Birth:

Place of Birth:

I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.

I, the undersigned participant, acknowledge that I have read and understand the above release.

Participant Name (Printed): *Gail Partain*

Participant Signature: *[Handwritten signature]*

Date: *12/27/21*

The City of Oakridge is an equal opportunity, affirmative action institution committed to cultural diversity and compliance with the Americans with Disabilities Act.



If participant is under age 18, a parent or guardian must sign this form.

As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.

Parent/Guardian Name (Printed):

Relationship to participant:

Parent/Guardian signature:

Date:

If applying for a Board or Committee, please tell us why you are interested in serving.

Renewing

Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:

Planning Commission	<input checked="" type="checkbox"/>	Budget Committee	<input type="checkbox"/>	Audit Committee	<input type="checkbox"/>
Administration Advisory Committee	<input type="checkbox"/>	Library Board	<input type="checkbox"/>	Public Parks & Community Services	<input type="checkbox"/>
Public Safety Committee	<input type="checkbox"/>	Economic Development Advisory Committee	<input type="checkbox"/>	Rural Tourism & Marketing Committee	<input type="checkbox"/>



**City of Oakridge form for Individual Volunteer Activity**

**Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.**

Committee or type of volunteer work you are interested in: *Safety + WAC*

Name: *Noirine Marquardt*

Address: *47841 Commercial St.*

Is your residence in the City of Oakridge: YES  NO

Telephone where you can be reached: *208-731-5654*

Employer/Occupation: *Retired - WERSHarp Program*

E-mail Address: *Med1cc7ink2@gmail.com*

**Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:**

*founder of run x2 non profits  
25 yrs + medical exp.*

**In order to do a brief background check, please provide the following information:**

Date of Birth: *6/1/1962* Place of Birth: *Idaho*

**I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.**

**I, the undersigned participant, acknowledge that I have read and understand the above release.**

Participant Name (Printed): *Noirine L. Marquardt*

Participant Signature: *[Handwritten Signature]*

Date: *02-08-23*





If participant is under age 18, a parent or guardian must sign this form.

As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.

Parent/Guardian Name (Printed):

Relationship to participant:

Parent/Guardian signature:

Date:

If applying for a Board or Committee, please tell us why you are interested in serving.

*As the founder of W8thSpaz  
I would like to be an advocate/voice  
for the unhoused and those  
on the verge of homelessness*

Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:

Planning Commission	<input type="checkbox"/>	Budget Committee	<input type="checkbox"/>	Wac Subcommittee	<input checked="" type="checkbox"/>
Administration Committee	<input type="checkbox"/>	Library Board	<input type="checkbox"/>	Parks & Community Services Committee	<input checked="" type="checkbox"/>
Public Safety Committee	<input checked="" type="checkbox"/>	Economic Development Advisory Committee	<input type="checkbox"/>	Rural Tourism & Marketing	<input type="checkbox"/>



**City of Oakridge form for Individual Volunteer Activity**

**Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.**

Committee or type of volunteer work you are interested in: *Oakridge Economic Dev't Advisory Comm.*

Name: *Sarah Attenus-Pope*

Address: *48121 Commercial St Oakridge OR 97463*

Is your residence in the City of Oakridge: YES  NO

Telephone where you can be reached: *- - - - -*

Employer/Occupation: *Executive Director / Atty*

E-mail Address: *sattenuspope@gmail.com*

**Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:**

*I served on OSDAC 2014-2017 and work with the City on economic dev't goals.*

**In order to do a brief background check, please provide the following information:**

Date of Birth: *- - - - -*

Place of Birth: *- - - - -*

**I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.**

**I, the undersigned participant, acknowledge that I have read and understand the above release.**

Participant Name (Printed): *Sarah Attenus-Pope*

Participant Signature: *Sarah Pope*

Date: *3/8/2023*



If participant is under age 18, a parent or guardian must sign this form.

As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.

Parent/Guardian Name (Printed):

Relationship to participant:

Parent/Guardian signature:

Date:

If applying for a Board or Committee, please tell us why you are interested in serving.

- Former committee member
- Knowledgeable about OIP history
- work a federal & state grants
- long time Oakridge residents

Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:

Planning Commission	<input type="checkbox"/>	Budget Committee	<input type="checkbox"/>	Wac Subcommittee	<input type="checkbox"/>
Administration Committee	<input type="checkbox"/>	Library Board	<input type="checkbox"/>	Parks & Community Services Committee	<input type="checkbox"/>
Public Safety Committee	<input type="checkbox"/>	Economic Development Advisory Committee	<input checked="" type="checkbox"/>	Rural Tourism & Marketing	<input type="checkbox"/>



**City of Oakridge**  
PO Box 1410, Oakridge, OR 97463  
Voice: 541-782-2258 TDD: 541-782-4232 Fax: 541-782-1081  
**Website: ci.oakridge.or.us**

## **Committee Vacancies Announcement**

The City of Oakridge currently has **28** vacant positions on the following Committees and Commissions:

**Administration Advisory Committee – 3 vacant seats**

**Charter Review Committee – up to 5 vacant seats**

**Public Safety Committee – 2 vacant seats**

**Rural Tourism Marketing Program & TRT Committee - 3 vacant seats**

**Planning Commission – 2 vacant seats**

**Economic Development Committee – 1 vacant seat**

**WAC Subcommittee – up to 5 vacant seats**

**Special Fire District Subcommittee – up to 5 vacant seats**

**Budget Committee – 2 vacant seats**

These volunteer positions are vital to the successful operation of our city and is a great way for citizens to have direct involvement in city government. All positions are **open until filled**. If you are interested in serving our community, please submit application(s), which are **available at City Hall** (48318 E. 1st Street) or on the City's website:

[www.ci.oakridge.or.us/community/page/volunteer](http://www.ci.oakridge.or.us/community/page/volunteer)

COMMITTEES - As of 2/10/2023												
Resolution	20-2020	17-2020	18-2020	06 2022	N/A	state law	15-2020	07 2022	Ord. 751	16-2020	N/A	N/A
	Admin.	Parks & Community Services	Public Safety	Audit	Charter Review (Sub-C)	Budget	Library Board	RTMP & TRT	Planning Commission	OEDAC	WAC (Sub-C)	Special Fire District
Staff:	CA, Recorder	Comm. Serv. Dir. (CSD)	PD & FD Chiefs, CSD, HRFD, Westfir, School,	Finance Director (ex		CA, Dept Heads	Library Coordinator	Finance Dir & CA (non-voting)	CA, CSD	CA, CSD	CA	
Meeting Dates:	3rd Wednesday at 6pm	2nd Monday at 5:30pm	4th Tuesday at 6pm	4th Monday at 5pm	2nd Wednesday at 6pm	Varies	5:15 Tues every other month	4th Wednesday at 6pm?	3rd Tuesday at 7pm	1st Wednesday at 6pm?	1st Monday at 5:30	4th Thursday at 6:30 at FD
Councilor	Kinyon	Tarman	Coker	Bjarnson & Kinyon	Kinyon	ALL	?	Kinyon	N/A	Mayor	Hooker	Hooker
Chair:	Kinyon	Tarman	?	Kinyon	McNatt	Mayor	Georgi Samuelson (Librarian)	?	Gobelman	?	?	?
TERMS:	3 year terms	3 year terms	3 year terms	2 year terms	N/A	3 year terms	3 year terms	3 year terms	4 year terms	4 year terms	N/A	N/A
Seat 1 2024, 2027	Trudy Hammond (VC)	Kevin Gobelman	David Ackland	Brenna Chrisman (Budget	Matthew McNatt	Lisa Samuelson	Julia Yoder	OPEN	OPEN	Kevin Gobelman	Sheri Kendall	Chrissy Hollett
2024, 2027	OPEN	Leo Robb	Karin Thompson	X	Altemus-Pope	Benjamin Sachdeva	Jessica Atkins	Douglas Leander*	Kevin Gobelman	Rustie Ackland	Bobbie Whitney	David Ackland*
2022, 2025,	OPEN	Lynda Kamerrer	Marietta Thompson*	X	Jan Christensen	OPEN	Jill Mardin**	Kelly Wynant*	Gail Partain*	Sarah Altemus-Pope	McCully	OPEN
2022, 2025,	OPEN	Heather Buley	"Tink" Marquardt*	X	Sue Cathcart	OPEN	Jeannie Cabello-Penn	Su Stella*	Stan Barenboim	Kelly Wynant*	Jamie Lloyd-Parks	OPEN
2023, 2026,	Jeri Reed	Jason Nehme	Trudy Hammond	X	Chris Winchester	Christense n	Annie Brown	OPEN	John McClelland	Mary Rive	Lauri O'Neill	OPEN
2023, 2026,	Amy Kelley	Barbara Council-Burney	OPEN	X	Jeri Reed	Brenna Chrisman	Terry DeLoach	OPEN	Jeff Reed**	OPEN	Thompson	OPEN
Seat 7 2025			OPEN - Hazeldell Rep		Kathy Holston	Linda Dunham			Donald Grant	Michelle Emmons Chamber Rep	Linda Dunham	OPEN (up to 15)
Seat 8		*Applicant	OPEN - Westfir Rep		OPEN (up to 15)			*Applicant	*Applicant	*Applicant	Hammond	*Applicant
Seat 9			OPEN - OSD Rep				**Resigned		**Removal R		Chrissy Hollett	
Seat 10									term ends 2024			
Seat 11												
											(up to 15)	
NOTES:	1 council, 6 citizen council vote only in tie - Staff does not vote	1 council, 6 citizen (4 have to be 97463) council vote only in tie - Staff does not vote	1 council, 6 citizen (3 have to be 97463) council vote only in tie - Staff does not vote	Only 3 member (2 from Council and 1 from Budget Com.)	Up to 15 members selected by sub committee	7 council, up to 7 citizens	1 council, 6 citizen (4 have to be 97463) council vote only in tie - library Coord does not vote	3 councilors and 2 citizens	7 voting members appointed by council, only 2 outside limits, prepare policy on dev and growth of community, comp plan, capital improv program, annexation, see ord	1 council, 6 citizen, council vote only in tie - staff does not vote		
CHARGE:	advise/prepare resolutions, ordinances, and rules for ratification by council	advisory on: Streets, Water, Wastewater, Stormwater, Parks, Trails and Outdoor	advise on PS issues, policies and procedures	meet w/ auditors and staff - select auditor to recommend	present charter updates to the voters on a ballot	Budget review and recommend to council	advisory on rules and policies for library					